



**CITY OF JONESVILLE  
COUNCIL AGENDA  
JUNE 15, 2022 - 6:30 P.M.  
JONESVILLE POLICE DEPARTMENT, 116 W. CHICAGO STREET**

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

**2. APPROVAL OF AGENDA**

**3. PUBLIC COMMENTS**

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. Fiscal Year 2022-23 Operating Budget and Ad Valorem Mill Levy

1. Public Hearing

2. Resolution 2022-05 to Adopt July 2022-June 2023 Budget,  
General Appropriations Act and Ad Valorem Mill Levy

[ROLL CALL][Action Item]

**6. REPORTS AND RECOMMENDATIONS**

A. Resolution 2022-06 – Utility Billing Rates and Fees

[ROLL CALL][Action Item]

B. Consider the Fiscal Year 2022-23 to 2027-28 Capital Improvement Plan

[Action Item]

C. Fiscal Year 2022-23 Employee Compensation

[Action Item]

D. Election Equipment Upgrades and Maintenance Agreement

[Action Item]

E. Security Cameras – City Hall and Carl Fast Park

[Action Item]

F. Consider Conservation District Request – Tire Collection

[Action Item]

G. Fiscal Year 2021-22 Nine Month Budget Review

[Information Item]

**7. COUNCIL MINUTES**

A. Consider Minutes of the May 18, 2022 Regular Meeting

[Action Item]

**8. ACCOUNTS PAYABLE**

A. Accounts Payable for June 2022 totalling \$126,939.50

[Action Item]

**Agenda continued on page 2**

**RULES FOR SPEAKING BEFORE THE JONESVILLE CITY COUNCIL (Adopted 09/05/01)**

1. Speakers will have one opportunity to address the Council unless the Mayor allows additional opportunities.
2. Remarks shall be limited to 5 minutes per person and will also be limited to matters before the Council, to Council business or policy, or to issues of community concern or interest that the Council has authority to recommend or act upon. Comments about actions, inactions or performance of the Council are appropriate. Profane, vulgar or abusive language will not be tolerated.
3. The Mayor may grant a speaker additional time under unusual circumstances.
4. Council members and staff will not respond to general audience participation. Matters will be referred to the City Manager who will provide reports at a subsequent meeting/date.
5. The Mayor may call out of order any person who is being disorderly by speaking or otherwise disrupting the proceedings. Such person shall not be permitted to speak and if he/she continues in a disorderly manner, the Mayor may declare a recess and/or ask that the person leave or be removed from the meeting.

**9. BOARD AND COMMISSION MINUTES**

**[Action Item]**

- A. None

**10. DEPARTMENT REPORTS**

- A. Public Safety – Director Etter
- B. Water/Wastewater Treatment Plant – Superintendent Boyle
- C. Department of Public Works – Superintendent Kyser
- D. Cash Report – Finance Director Spahr

**11. ADJOURN**



To: Jonesville City Council  
From: Jeffrey M. Gray, City Manager   
Date: June 10, 2022  
Re: Manager Report and Recommendations – June 15, 2022 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 0.5622 mills to 15.8258 mills. If the proposed increase to retain our current millage is not approved, there will be a resulting reduction in operating revenue of 3.13%, or \$32,970 in revenue to the general fund and local streets. In summary, what is advertised as an increase would maintain our current millage rate. *Please refer to the attached hearing notice.*

**5.B.1 Fiscal Year 2022-23 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 18<sup>th</sup> budget work session, a balanced budget has been presented for consideration. The proposed budget was made available for public view following the May meeting. Fiscal Year 2022-23 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 2022-05 to Adopt July 2022-June 2023 Budget,**

**General Appropriations Act and Ad Valorem Tax Levy [ROLL CALL][Action Item]**

Action item related to the public hearing. The Fiscal Year 2022-23 Budget Committee is proposing the adoption of a balanced budget for the upcoming fiscal year as outlined with Resolution 2022-05. 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, estimated FY 2022-23 Fund Balances, and Employee Wage Scale are being sent as a "virtual budget binder" 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 2022-23 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. Essential Departmental equipment and facilities improvements are proposed. I recommend adoption of the Fiscal year 2022-23 Budget as presented by the Budget Committee. A roll call vote is required. *Please refer to the attached Resolution 2022-05 and Budget Summary, and the Budget Hearing Notice.*

**6. A. Resolution 2022-06 – 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 are adjusted to keep pace with the United States Federal Consumer Price Index. The Fiscal Year 2022-23 rate increase for water is 2.25 percent; the increase for sewer is 2.6 percent. The net increase is significantly below the 2021 CPI of 6.2%, and reflects the projected schedule of increases from the 2019 rate studies. The monthly residential base bill (2,000 gallons) will increase by \$1.12. The average monthly residential bill

(based on 4,000 gallons of use) will increase a total of \$1.72. These increases are necessary to ensure 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. The resolution also includes a modest increase in the cost of residential lawn meters from \$95.00 to \$105.00 to reflect actual increase in the cost to the City to purchase the devices from the vendor. These proposed rate increases are reflected in the projected revenues in the FY 2022-23 Budget. I recommend adoption of Resolution 2022-06, as recommended by the Budget Committee. *Please refer to the attached Resolution 2022-06.*

**6. B. Consider Adoption of the FY 2022-23 to 2027-28 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 2022-23 to 2027-28 Capital Improvement Plan. *Please refer to the CIP provided with the full operating budget.*

**6. C. Fiscal Year 2022-23 Employee Compensation [Action Item]**

The budget reflects, as recommended by the City Council Budget Committee, a cost-of-living increase of 3.5% for all full- and part-time employees. 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. Eligible employees would also move to the next step in the adopted wage scale. The increases are reflected in the wage chart that was included with the full operating budget.

In addition, substantial changes are proposed to the Fire Department compensation table. Director Etter conducted a comprehensive review of countywide firefighter compensation prior to making his recommendation. The new scale emphasizes across the board substantial increases for participation in department calls (52% for officers, and 28% for other personnel); includes an incentive for completion of State recognized training; and moves to a scale that pays Auxiliary members (those who have not yet received firefighter certifications) on a participation basis, rather than a quarterly fixed payment. There are reductions in the fixed stipends paid to the top two officers, as well as for run compensation for medical assists and departmental trainings; meetings are no longer compensated, but work sessions will be. Overall, Department compensation would increase by more than 10%, based on previous year run totals.

The proposed wage increases for full-time, part-time, and volunteer paid-on-call employees 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, 2022. *Please refer to the proposed Employee Wage Scale and the Fire Department Compensation Scale provided with the full operating budget.*

**6. D. Election Equipment Upgrades and Maintenance Agreement [Action Item]**

The City previously purchased election equipment under a countywide contract that included equipment maintenance for the first 5 years of the agreement. Maintenance for years 6 through 10 can be made on an annual basis, but the company offers a discount if the five years of service are paid up front. In addition, the City purchased a new poll book laptop under agreement with the County. I recommend a motion for an expenditure of \$4,974.96 to reimburse Hillsdale County for the laptop and the City's share of the service agreement. The prepayment of the service agreement will save the City \$879.00. The expense has been budgeted in the upcoming fiscal year budget. *Please refer to the request from the Hillsdale County Clerk's office.*

**6. E. Security Cameras – City Hall and Carl Fast Park** **[Action Item]**

At the time that security cameras were installed on City facilities, it was determined that they were not needed at City Hall and Carl Fast Park, due to their street visibility. However, we have experienced some petty vandalism at the Park since that time. The attached quote from DMCI, who installed the existing system, would install compatible cameras on the interior and exterior of City Hall to provide coverage of both facilities. It also includes an additional camera to cover a gap at the Wright Street Park. This is a budgeted expense in the Fiscal Year 2022-24 budget. I recommend a motion to approve the quote from DMCI in the amount of \$4,284.69. *Please refer to the attached security camera quote.*

**6. F. Consider Conservation District Request – Tire Collection** **[Action Item]**

Please see the attached request from the Hillsdale Conservation District requesting a \$200 donation from the City to allow residents to participate in their tire collection program. There are narrow conditions under which the City may make a donation. I have referred the request to the City Attorney for his opinion in the event that Council wishes to entertain it at the meeting. *Please refer to the attached request from the Hillsdale Conservation District.*

**6. G. Fiscal Year 2021-22 Nine Month Budget Review** **[Information Item]**

The current fiscal year nine-month budget comparison (July 1, 2021 through March 31, 2022) is attached for your review. Overall, revenues and expenditures to date are in line with budgeted figures. Staff would call particular attention to the following: election expenditures are above budget, due to the August ISD election which was proposed after development of the budget; most of the expenses related to the election are being reimbursed. Also, Data Processing department expenditures of software and laptops were approved by Council during the fiscal year. Lastly, the expenditure in Other Activities in the General Fund included purchase of the SCBAs for Jonesville, Litchfield and Hillsdale, with most of the expense offset by a FEMA grant and local match dollars from each of the municipalities. 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 2021-22 nine-month budget comparison summary.*

Correspondence:

- Continuing Education Certificates: Smith and Ruden
- Alison Hutchinson resignation from Library Board

## **Notice of Public Hearing on Increasing Property Taxes**

The City Council of the City of Jonesville will hold a public hearing on a proposed increase of 0.5622 mills in operating tax millage rate to be levied in 2022.

The hearing will be held on Wednesday, June 15, 2022 at 6:30 PM at Jonesville Police Dept., 116 W. Chicago St., Jonesville, MI 49250.

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 3.55% 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 3.13% 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 is published by:

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

2022-05

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

**RESOLUTION: TO ADOPT JULY 2022 - JUNE 2023 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 Jonesville Police Department in said City on the 15th day of June, 2022, 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 15, 2022 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 2021 - June 2022 Budget Summary is hereby adopted as the Budget for the City of Jonesville for the period beginning July 1, 2022 and ending June 30, 2023; 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, 2022 through June 30, 2023; 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 total ad valorem mill levy of 16.388 mills is hereby adopted for general operations, with 4.6823 mills of that levy hereby allocated for streets and shall be deposited in the Local Streets Fund.

**AYES:**

**NAYS:**

**ABSENT:**

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Lenore M. Spahr, Deputy 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 15th day of June, 2022, 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.

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Lenore M. Spahr, Deputy Clerk



**CITY OF JONESVILLE**  
**2022-2023 FISCAL YEAR BUDGET SUMMARY**  
**Adopted June 15, 2022**

**22-23**

**GENERAL FUND**

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REVENUES

Use of Fund Balance	83,121
Revenues	<u>2,611,357</u>

TOTAL FUNDS AVAILABLE	2,694,477
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EXPENDITURES

101 City Council	24,600
172 City Manager	122,580
191 Elections	5,956
218 General Office	246,645
247 Board of Review	875
253 Treasurer	3,300
257 Assessor	22,100
258 Data Processing/Computer Department	27,625
265 City Hall	329,027
276 Cemetery	71,573
285 Freedom Memorial	900
301 Police Department	409,738
336 Fire Department	193,056
410 Planning & Zoning Commissions	11,596
441 Radio Tower Property	-
442 Parking Lots	209,490
443 Sidewalks	456,430
444 Department of Public Works	18,520
445 DPW Building & Grounds	-
448 Street Lighting	33,000
526 Sanitary Land Fill	7,315
728 Special Projects Coordinator	-
751 Recreation Department	45,012
770 Parks	21,875
780 Rail/Trail	13,445
858 Fringe Benefits	42,820
862 Employer Share of Social Security	-
865 Insurance	15,000
895 Promotions	-
897 Other Activities	<u>362,000</u>

TOTAL FUND EXPENDITURES	2,694,477
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NET AMOUNT TO FUND BALANCE	-
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**CITY OF JONESVILLE**  
**2022-2023 FISCAL YEAR BUDGET SUMMARY**  
**Adopted June 15, 2022**

**22-23**

**MAJOR STREETS**

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REVENUES

Use of Fund Balance	
Revenues	765,228

TOTAL FUNDS AVAILABLE	765,228
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EXPENDITURES

451 Street Construction	590,000
465 Routine Maintenance	75,990
474 Traffic Control	4,400
478 Winter Maintenance	22,915
897 Other Activities	-
900 Administration	13,228

TOTAL FUND EXPENDITURES	706,533
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NET AMOUNT TO FUND BALANCE	58,695
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**LOCAL STREETS**

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REVENUES

Use of Fund Balance	294,115
Revenues	829,362

TOTAL FUNDS AVAILABLE	1,123,477
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EXPENDITURES

451 Street Construction	841,285
465 Routine Maintenance	123,970
474 Traffic Control	2,234
478 Winter Maintenance	18,480
900 Administration	137,508
905 Debt Service	-

TOTAL FUND EXPENDITURES	1,123,477
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NET AMOUNT TO FUND BALANCE	-
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**STATE HIGHWAY**

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REVENUES

Use of Fund Balance	
Revenues	35,675

TOTAL FUNDS AVAILABLE	35,675
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EXPENDITURES

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

TOTAL FUND EXPENDITURES	35,674
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NET AMOUNT TO FUND BALANCE	1
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**CITY OF JONESVILLE**  
**2022-2023 FISCAL YEAR BUDGET SUMMARY**  
**Adopted June 15, 2022**

**22-23**

**LOCAL DEVELOPMENT FINANCE AUTHORITY**

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REVENUES		
Use of Fund Balance	-	
Revenues	351,934	
TOTAL FUNDS AVAILABLE	351,934	
EXPENDITURES		
729 Development Activities	217,501	
731 Industrial Park Phase II	-	
TOTAL FUND EXPENDITURES	217,501	
NET AMOUNT TO FUND BALANCE	134,433	

**DOWNTOWN DEVELOPMENT AUTHORITY**

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REVENUES		
Use of Fund Balance	37,141	
Revenues	773,829	
TOTAL FUNDS AVAILABLE	810,970	
EXPENDITURES		
442 Parking Lots	210,990	
443 Sidewalks - Streetscape	1,621	
729 Development Activities	508,338	
733 Downtown/Streetscape	20,010	
895 Promotions	11,665	
897 Other Activities	58,346	
TOTAL FUND EXPENDITURES	810,970	
NET AMOUNT TO FUND BALANCE	-	

**DEBT SERVICE**

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REVENUES		
Use of Fund Balance	-	
Revenues	121,286	
TOTAL FUND REVENUES	121,286	
EXPENDITURES		
906 Michigan Transportation Fund Bond	-	
907 D.D.A. Streetscape Bond	58,346	
908 Local St Cap Improvement Bond	62,940	
TOTAL FUND EXPENDITURES	121,286	
NET AMOUNT TO FUND BALANCE	-	

**CITY OF JONESVILLE**  
**2022-2023 FISCAL YEAR BUDGET SUMMARY**  
**Adopted June 15, 2022**

**22-23**

**SEWER FUND**

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REVENUES	
Use of Fund Balance/Depreciation	335,237
Revenues	<u>804,934</u>
TOTAL FUNDS AVAILABLE	1,140,171
EXPENDITURES	
527 Sewage Disposal	1,140,171
529 Industrial Pretreatment Program	<u>-</u>
TOTAL FUND EXPENDITURES	1,140,171
NET AMOUNT TO FUND BALANCE	-

**WATER FUND**

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REVENUES	
Use of Fund Balance/Depreciation	178,584
Revenues	<u>521,633</u>
TOTAL FUNDS AVAILABLE	700,216
EXPENDITURES	
536 Iron Removal Plant	458,380
537 Water Distribution System	<u>241,836</u>
TOTAL FUND EXPENDITURES	700,216
NET AMOUNT TO FUND BALANCE	-

**MOTOR VEHICLE POOL**

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REVENUES	
Use of Fund Balance/Depreciation	173,781
Revenues	<u>134,550</u>
TOTAL FUNDS AVAILABLE	308,331
EXPENDITURES	
270 DPW Building & Grounds	25,851
896 Motor Vehicle Pool	<u>282,480</u>
TOTAL FUND EXPENDITURES	308,331
NET AMOUNT TO FUND BALANCE	-
TOTAL REVENUE/USE OF FUND BALANCE	8,051,765
TOTAL EXPENDITURES	7,858,636
TOTAL ADDITIONS TO/USE OF FUND BALANCE	193,129

**CITY OF JONESVILLE  
NOTICE OF PUBLIC HEARING  
JULY 2022 - JUNE 2023 PROPOSED BUDGET**

**June 15, 2022**

A public hearing on the proposed budget for July 2022 - June 2023 will be held on the 15th day of June, 2022 at 6:30 p.m. at the Jonesville Police Department, 116 W. 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 in person at the Jonesville Police Department or online at: <http://jonesville.org/OurCity/PublicNoticesHearings.aspx>, beginning June 6, 2022.

2022-06

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

**BE IT HEREBY RESOLVED**, that the following water and sewer rates be established effective July 1, 2022.

**WATER CHARGES**

<b><u>Meter Size (Inches)</u></b>	<b><u>Monthly Base Charge (Initial 2,000 Gallons)</u></b>	<b><u>Water Maintenance Fee</u></b>
5/8" or 3/4"	\$ 14.27	\$ 1.66
1"	\$ 35.71	\$ 2.46
1 1/4" or 1 1/2"	\$ 71.40	\$ 4.42
2"	\$113.35	\$ 5.40
2" Compound	\$113.35	\$12.84
3" Compound	\$228.51	\$18.56
4" Compound	\$357.02	\$24.22

**Commodity Charge** (Over 2,000 Gallons) = \$2.48 per 1,000 Gallons

**Water Tower Maintenance Fee** - \$2.85 per month

**After Hours Call-in Charge** - \$100

**Water Tap Fee** - \$1,000

**Water Lawn Meter** - \$105

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

**SEWER CHARGES**

<b><u>Meter Size (Inches)</u></b>	<b><u>Monthly Base Charge (Initial 2,000 Gallons)</u></b>
5/8" or 3/4"	\$ 31.87
1"	\$ 73.30
1 1/4" or 1 1/2"	\$142.43
2"	\$225.38
2" Compound	\$225.38
3"	\$446.67
4"	\$695.56

**Commodity Charge** (Over 2,000 Gallons) = \$9.71 per 1,000 Gallons

**Sewer Tap Fee** - \$2,000

This resolution was introduced by Councilperson \_\_\_\_\_ and supported by Councilperson \_\_\_\_\_. This Resolution declared adopted June 15, 2022 by the following roll call vote:

**YEAS:**

**NAYS:**

**ABSENT:**

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**Lenore M. Spahr, Deputy Clerk**



**MARNEY M. KAST**

Email: mkast@co.hillsdale.mi.us

County Clerk  
Court House, Room #1  
29 N. Howell Street  
Hillsdale, Michigan 49242

Phone: (517) 437-3391

Fax: (517) 437-3392

DATE: January 5, 2022  
TO: CITY OF JONESVILLE  
FROM: Marney M. Kast, Hillsdale County Clerk  
RE: REIMBURSEMENT TO THE COUNTY OF HILLSDALE FOR  
PREPAID ELECTION EQUIPMENT UPGRADES & MAINTENANCE

ITEMIZED EXPENSES	VENDOR	UNITS	AMOUNT
New Canvass Ballot Containers	Hart InterCivic	0	\$0.00
New EPB laptop(s)	Hillsdale IT Dept	1	\$1,019.46
Hart Years 6-10 Maintenance	Hart InterCivic		
	10% discount if paid <b>IN FULL</b> by July 1, 2022:		\$3,955.50
	Otherwise, pay this amount yearly starting in 2022:		\$879.00
<b>TOTAL</b> (with 10% discount if paid in full)			\$4,974.96
<b>TOTAL</b> (no discount, includes annual maint. payment)			\$1,898.46

Please make a check payable to  
**Hillsdale County Clerk**  
29 North Howell Street, Room 1  
Hillsdale, MI 49242

I hereby certify that the costs listed in this claim for reimbursement are proper charges for prepaying the aforesaid equipment and maintenance costs on behalf of the above mentioned jurisdiction.

*Marney M. Kast*

Marney M. Kast  
Hillsdale County Clerk

HILLSDALE COUNTY							
NEGOTIATED DISCOUNT FOR HART INTERCIVIC ELECTION EQUIPMENT							
10% Discount on Years 6 - 10 Maintenance and Service Agreement							
Jurisdiction	Service	Annual Total w/out Discount	Full Cost w/out Discount	Discount applied - Due to Hillsdale County by July 1, 2022	Grand Total - Discount applied	Grand Total - without Discount	Annual Pymt - without Discount
Wright Township	Tabulator Maintenance	\$ 424.00	\$ 2,120.00	\$ 1,908.00			
	Touch Writer Maintenance	\$ 380.00	\$ 1,900.00	\$ 1,710.00			
	Election Management System Software	\$ 75.00	\$ 375.00	\$ 337.50	\$ 3,955.50	\$ 4,395.00	\$ 879.00
Hillsdale City	Tabulator Maintenance	\$ 1,696.00	\$ 8,480.00	\$ 7,632.00			
	Touch Writer Maintenance	\$ 760.00	\$ 3,800.00	\$ 3,420.00			
	Election Management System Software	\$ 300.00	\$ 1,500.00	\$ 1,350.00	\$ 12,402.00	\$ 13,780.00	\$ 2,756.00
Jonesville City	Tabulator Maintenance	\$ 424.00	\$ 2,120.00	\$ 1,908.00			
	Touch Writer Maintenance	\$ 380.00	\$ 1,900.00	\$ 1,710.00			
	Election Management System Software	\$ 75.00	\$ 375.00	\$ 337.50	\$ 3,955.50	\$ 4,395.00	\$ 879.00
Litchfield City	Tabulator Maintenance	\$ 424.00	\$ 2,120.00	\$ 1,908.00			
	Touch Writer Maintenance	\$ 380.00	\$ 1,900.00	\$ 1,710.00			
	Election Management System Software	\$ 75.00	\$ 375.00	\$ 337.50	\$ 3,955.50	\$ 4,395.00	\$ 879.00
Reading City	Tabulator Maintenance	\$ 424.00	\$ 2,120.00	\$ 1,908.00			
	Touch Writer Maintenance	\$ 380.00	\$ 1,900.00	\$ 1,710.00			
	Election Management System Software	\$ 75.00	\$ 375.00	\$ 337.50	\$ 3,955.50	\$ 4,395.00	\$ 879.00
Hillsdale County Portion	Tabulator Maintenance	\$ 424.00	\$ 2,120.00	\$ 1,908.00			
	Touch Writer Maintenance	\$ 380.00	\$ 1,900.00	\$ 1,710.00			
	Election Management System Software	\$ 50.00	\$ 250.00	\$ 225.00	\$ 3,843.00	\$ 4,270.00	\$ 854.00

Hillsdale County to pay before Dec. 31, 2021 on local jurisdictions behalf and Invoice for reimbursement in 2022: \$ 101,556.00 \$ 112,840.00 \$ 22,568.00  
*Payment must be made to Hillsdale County by July 1, 2022 for discount to apply.*  
x 5 yrs  
\$ 112,840.00





# QUOTE

**Number** DMCQ4839

**Date** Jun 10, 2022

## Sold To

**City of Jonesville**

Jeff Grey  
265 E. Chicago St.  
Jonesville, MI 49250

**Phone** 517-849-2104

Here is the quote you requested.

Line	Qty	Description	Unit Price	Ext. Price
1		<b>City Hall Cameras</b>		
2	1	UniFi Cloud Key NVR Gen2 Plus	\$271.43	\$271.43
3	1	Western Digital 4TB WD Purple Surveillance Internal Hard Drive - 5400 RPM Class, SATA 6 Gb/s, , 64 MB Cache, 3.5"	\$130.88	\$130.88
4	6	Ubiquiti Networks UniFi Video G4 4K Bullet Camera	\$223.75	\$1,342.50
5	1	EnGenius Cloud ECS1528P, a 24-Port Gigabit PoE+ Layer 2+ Switch with a 240W Budget, 4 10-Gigabit SFP+ Uplink Ports.	\$634.06	\$634.06
6	1	CyberPower Smart App LCD UPS System, 700VA/400W, 6 Outlets, AVR, 1U Rackmount	\$257.07	\$257.07
7	1	Misc. Parts, Zips, Screws, Anchors, Etc.	\$500.00	\$500.00
8	1	Standard Labor Charge	\$1,260.00	\$1,260.00
9	1	Paid Invoice #89804 - Cabling	-\$375.00	-\$375.00
10		<b>New Camera Wright Street Park Parking Lot</b>		
11	1	Ubiquiti Networks UniFi Video G4 4K Bullet Camera	\$223.75	\$223.75
12	1	Standard Labor Charge	\$140.00	\$140.00
			<b>SubTotal</b>	4,384.69
			<b>Tax</b>	\$0.00
			<b>Shipping</b>	\$0.00
			<b>Total</b>	<b>\$4,384.69</b>

PRICES SUBJECT TO CHANGE - PRICES BASED UPON TOTAL PURCHASE - ALL DELIVERY, TRAINING OR CONSULTING SERVICES TO BE BILLED AT PUBLISHED RATES FOR EACH ACTIVITY INVOLVED - GENERALLY ALL HARDWARE COMPUTER COMPONENTS PROPOSED ABOVE ARE COVERED BY A LIMITED ONE YEAR WARRANTY, COVERING PARTS AND LABOUR FOR HARDWARE ONLY AND ON A DEPOT BASIS - WE SPECIFICALLY DISCLAIMS ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OR WITH REGARD TO ANY LICENSED PRODUCTS. WE SHALL NOT BE LIABLE FOR ANY LOSS OF PROFITS, BUSINESS, GOODWILL, DATA, INTERRUPTION OF BUSINESS,



**Hillsdale Conservation District**

588 Olds St: Building #2

Jonesville, MI 49250

**Phone: (517) 825-0162 Fax: (855)781-2327**

**Email: [Hillsdalecd@macd.org](mailto:Hillsdalecd@macd.org)**

*Your Land, Your Water, Your  
Michigan*

RECEIVED  
JUN 01 2022

BY:

Promoting Stewardship



Protecting the Environment

May 25, 2022

Dear City of Jonesville,

This year Michigan EGLE partners with Hillsdale Conservation District to offer a free Tire Collection to the residents of Hillsdale County. This program helps county residents dispose of any unwanted tires.

Through grant opportunities in past years, we have been able to offer this Tire Collection free of charge to the residents of Hillsdale County. Due to the lack of grant funds this year we are unable to offer a free Tire Collection event. Therefore, we are asking local cities and towns for a \$200 donation to help cover the cost of tire disposal, county fair rental and the mass mailing advertisement. In doing so, each cities donation would allow residents to dispose of unwanted tires at no cost to them.

This year's Tire Collection for Hillsdale County Residents will be held Friday July 22, 2022, 8am-5pm. We will be hosting the collection at the Hillsdale County Fairgrounds, Hillsdale, MI.

If you would like to donate, or for more information, please contact the Hillsdale Conservation District at (517) 825-0162. The Hillsdale Conservation District would greatly appreciate all donations.

Sincerely,

Jenny Leininger

District Manager

Hillsdale Conservation District

CITY OF JONESVILLE  
REVENUE AND EXPENDITURE REPORT  
PERIOD ENDING 03/31/2022

DESCRIPTION	YTD BALANCE 03/31/2022 NORMAL (ABNORMAL)	2021-22 AMENDED BUDGET	% BDGT USED	COMMENTS
<b>Fund 101 - GENERAL FUND</b>				
<b>TOTAL Revenues</b>	<b>1,787,920.05</b>	<b>1,573,267.15</b>	<b>113.64%</b>	Property tax collection
<b>Expenditures</b>				
101-CITY COUNCIL	15,126.54	24,600.00	61.49%	
172-CITY MANAGER	86,746.65	117,942.00	73.55%	
191-ELECTIONS	1,419.54	100.00	1419.54%	August 2021 election
218-GENERAL OFFICE	173,190.36	230,725.00	75.06%	
247-BOARD OF REVIEW	804.93	875.00	91.99%	Complete
253-TREASURER	3,513.02	3,250.00	108.09%	Tax bills/tax roll maint.
257-ASSESSOR	16,484.48	22,100.00	74.59%	
258-DATA PROCESSING/COMPUTER DEI	17,968.67	22,350.00	80.40%	Council laptops/new software
265-CITY HALL	21,689.54	44,777.00	48.44%	
276-CEMETERY	60,464.76	69,073.00	87.54%	Cemetery building siding
285-FREEDOM MEMORIAL	632.24	1,900.00	33.28%	
301-POLICE DEPARTMENT	211,547.18	317,115.84	66.71%	
336-FIRE DEPARTMENT	251,782.02	317,977.00	79.18%	
410-PLANNING & ZONING COMMISSION	2,590.12	11,596.00	22.34%	
441-RADIO TOWER PROPERTY	577.62	0.00		Reclassify to Police/Fire/Water
442-PARKING LOTS	7,675.11	13,990.00	54.86%	
443-SIDEWALKS	0.00	1,430.00	0.00%	
444-DEPT. OF PUBLIC WORKS	16,585.39	18,420.00	90.04%	DPW Admin time
448-STREET LIGHTING	24,426.40	33,000.00	74.02%	
526-SANITARY LAND FILL	278.20	8,115.00	3.43%	
751-RECREATION DEPARTMENT	1,795.94	44,865.00	4.00%	
770-PARKS	11,572.86	14,975.00	77.28%	Pavilion soffit/storm clean up
780-RAIL/TRAIL	3,344.25	7,395.00	45.22%	
858-FRINGE BENEFITS	35,983.48	32,820.00	109.64%	DPW leave time
865-INSURANCE	13,554.00	16,000.00	84.71%	Work Comp/Prop Liab Ins
895-PROMOTIONS	0.00	0.00		
897-OTHER ACTIVITIES	551,538.79	219,000.00	251.84%	Local St/FEMA Grant
<b>TOTAL Expenditures</b>	<b>1,531,292.09</b>	<b>1,594,390.84</b>	<b>96.04%</b>	
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>256,627.96</b>	<b>(21,123.69)</b>		

CITY OF JONESVILLE  
REVENUE AND EXPENDITURE REPORT  
PERIOD ENDING 03/31/2022

DESCRIPTION	YTD BALANCE 03/31/2022 NORMAL (ABNORMAL)	2021-22 AMENDED BUDGET	% BDGT USED	COMMENTS
<b>Fund 202 - MAJOR STREETS FUND</b>				
<b>TOTAL Revenues</b>	<b>190,425.36</b>	<b>634,279.19</b>	<b>30.02%</b>	
<b>Expenditures</b>				
451-STREET CONSTRUCTION	67,246.75	450,000.00	14.94%	
465-ROUTINE MAINTENANCE	47,606.58	124,990.00	38.09%	
474-TRAFFIC CONTROL	340.34	4,400.00	7.74%	
478-WINTER MAINTENANCE	13,918.09	22,915.00	60.74%	
900-ADMINISTRATION	6,363.00	12,726.00	50.00%	
<b>TOTAL Expenditures</b>	<b>135,474.76</b>	<b>615,031.00</b>	<b>22.03%</b>	
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>54,950.60</b>	<b>19,248.19</b>	<b>285.48%</b>	
<b>Fund 203 - LOCAL STREETS FUND</b>				
<b>TOTAL Revenues</b>	<b>273,170.95</b>	<b>289,390.35</b>	<b>94.40%</b>	Tax revenue from Gen Fund
<b>Expenditures</b>				
451-STREET CONSTRUCTION	5,950.00	0.00		Manhole adjustments
465-ROUTINE MAINTENANCE	42,106.32	80,970.00	52.00%	
474-TRAFFIC CONTROL	341.28	2,314.00	14.75%	
478-WINTER MAINTENANCE	12,961.51	18,480.00	70.14%	
900-ADMINISTRATION	35,110.42	129,786.00	27.05%	
<b>TOTAL Expenditures</b>	<b>96,469.53</b>	<b>231,550.00</b>	<b>41.66%</b>	
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>176,701.42</b>	<b>57,840.35</b>	<b>305.50%</b>	
<b>Fund 211 - STATE HIGHWAY FUND</b>				
<b>TOTAL Revenues</b>	<b>34,616.19</b>	<b>35,675.00</b>	<b>97.03%</b>	
<b>Expenditures</b>				
465-ROUTINE MAINTENANCE	13,848.84	12,800.00	108.19%	Mowing/street sweeping
474-TRAFFIC CONTROL	112.35	850.00	13.22%	
478-WINTER MAINTENANCE	8,875.55	9,300.00	95.44%	Complete
900-ADMINISTRATION	2,648.17	12,724.00	20.81%	
<b>TOTAL Expenditures</b>	<b>25,484.91</b>	<b>35,674.00</b>	<b>71.44%</b>	
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>9,131.28</b>	<b>1.00</b>		

CITY OF JONESVILLE  
REVENUE AND EXPENDITURE REPORT  
PERIOD ENDING 03/31/2022

DESCRIPTION	YTD BALANCE 03/31/2022 NORMAL (ABNORMAL)	2021-22 AMENDED BUDGET	% BDGT USED	COMMENTS
<b>Fund 247 - LOCAL DEVELOPMENT FINANCE AUTHORITY</b>				
<b>TOTAL Revenues</b>	<b>409,076.34</b>	<b>362,175.00</b>	<b>112.95%</b>	
<b>Expenditures</b>				
729-DEVELOPMENT ACTIVITIES	34,930.81	213,375.00	16.37%	
<b>TOTAL Expenditures</b>	<b>34,930.81</b>	<b>213,375.00</b>	<b>16.37%</b>	
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>374,145.53</b>	<b>148,800.00</b>	<b>251.44%</b>	
<b>Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY</b>				
<b>TOTAL Revenues</b>	<b>175,015.22</b>	<b>158,250.00</b>	<b>110.59%</b>	
<b>Expenditures</b>				
442-PARKING LOTS	1,059.37	15,490.00	6.84%	
443-SIDEWALKS	2,087.58	1,821.00	114.64%	Sidewalk snow removal
729-DEVELOPMENT ACTIVITIES	17,865.04	50,265.00	35.54%	
733-DOWNTOWN/STREETSCAPE	12,466.07	19,785.00	63.01%	
895-PROMOTIONS	38,810.82	10,065.00	385.60%	Our Town gift card program
897-OTHER ACTIVITIES	3,161.00	56,322.00	5.61%	
<b>TOTAL Expenditures</b>	<b>75,449.88</b>	<b>153,748.00</b>	<b>49.07%</b>	
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>99,565.34</b>	<b>4,502.00</b>	<b>2211.58%</b>	
<b>Fund 301 - GENERAL DEBT SERVICE FUND</b>				
<b>TOTAL Revenues</b>	<b>6,071.00</b>	<b>122,142.00</b>	<b>4.97%</b>	
<b>Expenditures</b>				
907-D.D.A. BOND	3,161.00	56,322.00	5.61%	
908-LOCAL STREET BOND	2,910.00	65,820.00	4.42%	
<b>TOTAL Expenditures</b>	<b>6,071.00</b>	<b>122,142.00</b>	<b>4.97%</b>	
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>0.00</b>	<b>0.00</b>		

CITY OF JONESVILLE  
REVENUE AND EXPENDITURE REPORT  
PERIOD ENDING 03/31/2022

DESCRIPTION	YTD BALANCE 03/31/2022 NORMAL (ABNORMAL)	2021-22 AMENDED BUDGET	% BDGT USED	COMMENTS
<b>Fund 590 - SEWER SYSTEM FUND</b>				
<b>TOTAL Revenues</b>	<b>583,219.08</b>	<b>845,200.00</b>	<b>69.00%</b>	
<b>Expenditures</b>				
527-SEWAGE DISPOSAL	654,271.01	1,327,216.26	49.30%	
<b>TOTAL Expenditures</b>	<b>654,271.01</b>	<b>1,327,216.26</b>	<b>49.30%</b>	
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>(71,051.93)</b>	<b>(482,016.26)</b>	<b>14.74%</b>	
<b>Fund 591 - WATER SUPPLY SYSTEM FUND</b>				
<b>TOTAL Revenues</b>	<b>283,044.00</b>	<b>402,950.00</b>	<b>70.24%</b>	
<b>Expenditures</b>				
536-IRON REMOVAL PLANT	148,291.25	505,679.48	29.33%	
537-WATER DISTRIBUTION SYSTEM	69,634.65	217,660.00	31.99%	
<b>TOTAL Expenditures</b>	<b>217,925.90</b>	<b>723,339.48</b>	<b>30.13%</b>	
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>65,118.10</b>	<b>(320,389.48)</b>	<b>-20.32%</b>	
<b>Fund 661 - MOTOR VEHICLE POOL FUND</b>				
<b>TOTAL Revenues</b>	<b>136,643.94</b>	<b>184,550.00</b>	<b>74.04%</b>	
<b>Expenditures</b>				
270-DPW BUILDING AND GROUNDS	19,771.76	25,473.00	77.62%	
896-MOTOR VEHICLE POOL	296,909.09	505,280.00	58.76%	New fire truck
<b>TOTAL Expenditures</b>	<b>316,680.85</b>	<b>530,753.00</b>	<b>59.67%</b>	
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>(180,036.91)</b>	<b>(346,203.00)</b>	<b>52.00%</b>	
<b>Fund 703 - CURRENT TAX FUND</b>				
<b>TOTAL Revenues</b>	<b>275.43</b>	<b>0.00</b>		Interest earnings
<b>TOTAL Expenditures</b>	<b>0.00</b>	<b>0.00</b>		
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>275.43</b>	<b>0.00</b>		
<b>TOTAL REVENUES - ALL FUNDS</b>	<b>3,879,477.56</b>	<b>4,607,878.69</b>	<b>84.19%</b>	
<b>TOTAL EXPENDITURES - ALL FUNDS</b>	<b>3,094,050.74</b>	<b>5,547,219.58</b>	<b>55.78%</b>	
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>785,426.82</b>	<b>(939,340.89)</b>	<b>83.61%</b>	

**\*\*Subject to Approval\*\***

**JONESVILLE CITY COUNCIL  
Minutes of May 18, 2022**

A meeting of the Jonesville City Council was held on Wednesday, May 18, 2022 at the Jonesville Police Department, 116 W. Chicago Street, Jonesville, MI. Mayor Gerry Arno called the meeting to order at 6:30 p.m. Council members present were: Tim Bowman, Jerry Drake, Brenda Guyse, George Humphries Jr., Delesha Padula and Andy Penrose.

Also present: Manager Gray, Treasurer Spahr, WWTP Supt. Boyle, DPW Supt. Kyser, Public Safety Director Etter, Kathleen Schmitt, Zack and Jessy Bigelow, Scott Lucas, Laura Orłowski, Keith O'Neil and Jeff Wingard.

Councilman Andy Penrose led the Pledge of Allegiance and moment of silence.

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

Kathleen Schmitt, Hillsdale County Commissioner, gave a brief update to council.

Zack Bigelow, Ramshackle Brewing Company, spoke before Council proposing a Food Truck Ordinance.

Keith O'Neil, Executive Director, Reading Emergency Unit, gave a brief update to council.

A motion was made by Jerry Drake and supported by Brenda Guyse to approve the waiver to the park policy for the after-dark event requested by the Jonesville District Library. The Midnight Moon Viewing will be hosted on Saturday, July 16<sup>th</sup> from 10:00 p.m. until midnight at Wright Street Park. All in favor. Motion carried.

Brenda Guyse made a motion and was supported by Jerry Drake to approve the contract award for Sanitary Sewer Point Repairs to Concord Excavating in the amount of \$86,450. All in favor. Motion carried.

A motion was made by Delesha Padula and supported by Tim Bowman to schedule the Public Hearings for Fiscal Year Budget for July 1, 2022 through June 30, 2023 and Truth in Taxation at the Regular Council Meeting of June 15, 2022 at 6:30 p.m. All in favor. Motion carried.

A motion was made by Brenda Guyse and supported by Tim Bowman to approve the Minutes of April 20, 2022 Regular Meeting. All in favor. Motion carried.

A motion was made by Jerry Drake and supported by Delesha Padula to approve the Minutes of May 4, 2022 Special Meeting. All in favor, Motion carried.

A motion was made by Andy Penrose and supported by Delesha Padula to approve the Accounts Payable for May 2022 in the amount of \$63,249.33. All in favor. Motion carried.

A motion was made by Delesha Padula and supported by Andy Penrose to receive and place on file the following minutes: Downtown Development Authority – Special Meeting April 26, 2022 and Regular Meeting, May 10, 2022; Region 2 Planning Commission - April 14, 2022.

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

Mayor Arno adjourned the meeting at 7:09 p.m. prior to going into the Fiscal Year 2022-23 Budget Work Session.

The meeting was reconvened at 7:12 p.m.

Manager Gray discussed the following in the second Budget Work Session: General Fund, Local Development Finance Authority, Downtown Development Authority, Sewer and Water. The Council was provided information from the draft budget worksheets, estimated year-end fund balance, water and sewer rate spreadsheet and proposed budget introduction. The Department Heads spoke on behalf of each of their departments.

Mayor Arno adjourned the meeting at 8:40 p.m.

Submitted by:

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Cynthia D. Means  
Clerk

---

Gerald Arno  
Mayor



06/16/2022

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
APOLLO FIRE EQUIPMENT CO.	JFD - TURNOUT GEAR/BEAGLE/BARDRIDGE/DRAPER	7,503.00
	JFD - TURNOUT GEAR/ETTER	2,488.00
	JFD - TRUCK 539 EQUIPMENT	354.77
		10,345.77
AT&T	LOCAL/LONG DISTANCE	3,600.94
BAKER, BEVERLY	CEMETERY - BUY BACK J-771/LOTS 1 & 2	500.00
BAKER, VICKI/B & B CLEANING,	CLEANING SERVICES	540.00
BRINER OIL CO., INC.	JFD - GASOLINE/ACCT 25	169.44
BS&A SOFTWARE	MISC RECEIVABLES TRAINING	705.00
BSN SPORTS, INC	REC - SUPPLIES	2,192.00
BUTTERS EXCAVATING & LAWN CAR	CEMETERY MAINT/SEXTON SERVICES	4,908.00
CAPITAL ONE	WALMART - SUPPLIES	38.39
CERTIFIED MAINTENANCE, LLC	CITY HALL STORM DAMAGE/ FIRST FLOOR DEMO	7,133.66
	CITY HALL STORM DAMAGE/RESTORATION	16,598.34
	JFD CARPET/TILE CLEANING	412.24
	CITY HALL CARPET/TILE CLEANING	527.10
	JPD CARPET/TILE CLEANING	607.59
		25,278.93
CHECK N' GO, MAIL STOP #7	UB refund for account: 003100-04	165.00
CLARK ELECTRIC, INC.	WWTP - TRICKLING FILTER DRIVE REPAIRS	710.50
CLEAR VIEW B.R. LLC	JPD - OUTSIDE WINDOW CLEANING	15.00
CONSUMERS ENERGY	EMERGENCY SIREN ELECTRICITY	80.97
	IRON REMOVAL PLANT ELECTRICITY	966.31
	DDA BUILDING ELECTRICITY	418.50
	CITY HALL ELECTRICITY	68.53
	CITY HALL SECOND FLOOR ELECTRICITY	29.24
	FREEDOM MEMORIAL ELECTRICITY	44.37
	JPD ELECTRICITY	242.29
	RADIO TOWER ELECTRICITY	38.54
	JFD TRAINING ROOM ELECTRICITY	71.07
	JFD TRUCK BAY ELECTRICITY	176.56
	CITY-WIDE STREET LIGHT ELECTRICITY	1,394.12
	CITY-WIDE LED STREET LIGHT ELECTRICITY	1,038.06
	FAST PARK ELECTRICITY	40.93
	WRIGHT ST PARK ELECTRICITY	35.45
	100 DEAL PKWY SPRINKLER METER ELECTRICITY	33.32
	500 IND PKWY SPRINKLER METER ELECTRICITY	32.07
	598 IND PKWY SPRINKLER METER ELECTRICITY	29.66
	DOWNTOWN/STREETSCAPE LIGHT ELECTRICITY	526.08
	DDA - UNMETERED PARKING LOT LIGHT ELECTRICITY	21.31
	DDA - METERED PARKING LOT LIGHT ELECTRICITY	69.95
	WWTP ELECTRICITY	5,207.82
	WATER TOWER ELECTRICITY	93.46
	DPW BUILDING ELECTRICITY	140.78
		10,799.39
CURRENT OFFICE SOLUTIONS	RECREATION - SUPPLIES	20.73
	OFFICE SUPPLIES	36.51
	REC/WWTP - SUPPLIES	119.88
	PARKS - CLEANING SUPPLIES	163.38
	COPIER MAINTENANCE	82.34
		422.84
DANIEL JERMAN CO, INC.	LAWN METERS	1,122.40
DEPENDABLE FIRE APPARATUS,	LIJFD - PUMP TEST/532 & 535	540.00
DH ROBERTS CONSTRUCTION	JFD STORM DAMAGE/GUTTER REPAIR	1,800.00
DOLETZKY, SCOTT	WATER BACKFLOW INSPECTIONS	450.00
DRAKE, JERRY	R2PC MEETING	35.10
FIDLAR TECHNOLOGIES, INC	JPD - TICKET BOOKS	981.25
FIRST NATIONAL BANK OMAHA	ZOOM MEMBERSHIP	14.99
	SUPPLIES/REPAIRS	389.94
		404.93
FLEIS & VANDENBRINK ENG, INC.	DDA - ROAD DIET STUDY	16,020.00
	DDA - S PARKING LOT DESIGN	6,261.40
	DDA - STREETSCAPE IMPROVEMENT DESIGN	6,400.00

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
		28,681.40
FOULKE CONSTRUCTION COMPANY	CITY HALL STORM DAMAGE-ROOF/MASONRY REPAIRS	13,000.00
GANNETT HOLDINGS LLC CENTRAL	HILLSDALE DAILY NEWS RENEWAL	271.40
GREENMARK EQUIPMENT	MVP - CHAIN SAW CHAIN	22.29
HILLSDALE COUNTY CLERK	VOTER ID CARDS	725.38
HYDROCORP, INC	WATER CROSS CONNECTION PROGRAM	535.50
JACK DOHENY SUPPLIES, INC.	WWTP - REPAIRS	78.65
JACKSON, CITY OF	JPD - TRAINING CONSORTIUM	125.00
JONESVILLE HARDWARE	SUPPLIES/REPAIRS	268.74
JONESVILLE LUMBER	PARKS - REPAIRS	81.78
JONESVILLE, CITY OF	CITY HALL WATER/SEWER	49.53
	JFD WATER/SEWER	72.62
	JPD WATER/SEWER	49.53
	DPW WATER/SEWER	49.53
	WWTP WATER/SEWER	224.15
	WRIGHT ST PARK WATER/SEWER	50.95
		496.31
LAPEW SANITATION	REC - PORTABLE RESTROOM	150.00
LOVINGER & THOMPSON, P.C.	LEGAL FEES	508.75
MICHIGAN GAS UTILITIES	IRON REMOVAL PLANT GAS SERVICE	199.27
	JFD GAS/HEAT SERVICE	186.50
	JPD GAS/HEAT SERVICE	81.84
	WWTP GAS SERVICE	2,095.66
	DPW BUILDING GAS SERVICE	65.12
	GAS LIGHT SERVICE	63.69
	CITY HALL GAS SERVICE	42.24
		2,734.32
MICHIGAN LAWN & LANDSCAPE	MOWING/WEED CONTROL	3,264.50
MUNICIPAL SUPPLY CO.	WATER - SUPPLIES	499.88
NORM'S TIRE & SERVICE	MVP - TIRE REPAIR	24.99
	MVP - 16 FIRD TIRE REPAIR	24.50
	MVP - BACKHOE TIRE REPAIR	186.14
		235.63
PEERLESS-MIDWEST, INC.	IRON REMOVAL PLANT WELL/PUMP TESTING	1,300.00
PERFORMANCE AUTOMOTIVE	JFD - DEF FLUID	28.98
POSTMASTER	POSTAGE - WATER/SEWER BILLS	278.39
POWERS CLOTHING, INC.	JPD - UNIFOR4M ALTERATIONS	12.00
	DPW - UNIFORMS/JEANS	978.00
		990.00
ROE-COMM INC	JFD - PAGER BATTERIES	236.00
RS TECHNICAL SERVICES, INC.	WWTP - FLOW METER REPLACEMENT	4,232.75
SHILTZ CAROL	UB refund for account: 000155-02	48.75
SPAHR, LENORE	MMTA INSTITUTE	166.08
STATE OF MICHIGAN	JPD - LEIN ACCESS	33.00
	WATER - TESTING/IRP-PFAS	290.00
		323.00
SUPERFLEET MASTERCARD PROGRAM	GASOLINES	1,258.21
TRACTOR SUPPLY CREDIT PLAN	SUPPLIES/REPAIRS	113.24
TURNOUT RENTAL	JFD - TURNOUT GEAR RENTAL/DRAPER	180.00
UNIFIRST CORPORATION	WWTP - UNIFORM RENTAL	43.20
	JPD - FLOOR MATS	37.50
	MVP - SHOP TOWELS	29.22
	WWTP - UNIFORM RENTAL	43.20
	WWTP - UNIFORM RENTAL	43.20
	MVP - SHOP TOWELS	29.22
	WWTP - UNIFORM RENTAL	43.20
		268.74
USA BLUEBOOK	WATER - SUPPLIES	85.95
VERIZON WIRELESS	DPW CELL PHONE	25.00
	<b>Total:</b>	<b>126,939.50</b>

# JONESVILLE POLICE DEPARTMENT

116 W. Chicago St.  
Jonesville, MI 49250-1106



(517) 849-2101  
(517) 849-2520 (fax)

## ACTIVITY SUMMARY FOR MAY 2022

Total reports written: 58

Accident, Hit & Run: 0

Accident, Public Roadway: 3

Accident, Private Property: 4

Alcohol Violations:

Assault(s): 2

Burglary: 0

Burglary Alarm: 0

Carrying concealed weapon: 0

CSC: 0

Damage to Property: 3

Domestic Violence: 1

Fraud: 1

Felonious Assault: 0

Flee and Elude: 1

General Assist: 11

Larceny: 1

Medical Emergency: 12

Mental Petition: 0

Natural Death: 0

Narcotic violation: 2

Noise Complaint: 2

Nuisance Animals: 0

Obstructing Justice: 1

Other Arrests: (warrants, traffic-DWLS/Revoked, etc.): 10

OUIL/OUID: 0

Retail Fraud: 2

Suspicious situation: 2

Traffic/Moving Violations: 27

UDAA/recovery: 1



**JONESVILLE FIRE DEPARTMENT  
May 2022 SUMMARY**

114 W. Chicago St.  
Jonesville, MI 49250  
(517) 849-2101  
(517) 849-2520 Fax

**Total Calls for 2022 = 77  
Total Calls for May= 20**

<u>Members</u>	<u>Date</u>	<u>Type of call</u>	<u>Location</u>	<u>City</u>	<u>Fayette</u>	<u>Scipio</u>	<u>Mutual</u>	<u>Training</u>
13	5/4/2022	Meeting	Station					x
2	5/5/2022	Assist Medical	313 Evans St				x	
10	5/9/2022	Brush Fire	4945 Homer Rd		x			
9	5/10/2022	Fire Disregard	10891 N Cronk Rd				x	
4	5/11/2022	Illegal Burn	216 Harley St	x				
7	5/13/2022	PDC Accident	N Bunn/Jonesville Rd		x			
8	5/13/2022	Vehicle Fire	Lk. Wilson/Olds St		x			
11	5/17/2022	Structure Fire	6960 N Cronk Rd				x	
7	5/19/2022	Fire Disregard	519 East St	x				
9	5/21/2022	Wires Down	Water/North		x			
9	5/21/2022	Wires Down	451 Greenbriar Dr	x				
8	5/21/2022	Wires Down	East/Fayette St	x				
5	5/24/2022	Medical Disregard	640 Cypress St				x	
6	5/24/2022	Accident Disregard	M99 and Beck Rd	x				
10	5/25/2022	Clean Up	Station					x
9	5/7/2022	Assist Medical	601 Hemlock Ct				x	
5	5/27/2022	Assist Medical	2167 Blackmer Dr.				x	
6	5/29/2022	Wires Down	8364 Cranberry Lk Rd			x		
10	5/29/2022	PDC Accident	Bean/Lake Wilson Rd		x			
9	5/30/2022	Assist Medical	659 Craig St	x				

**Monthly Calls**

<u>Year Total Type of Call</u>				
<u>City</u>	<u>Fayette</u>	<u>Scipio</u>	<u>Mutual</u>	<u>Training</u>
21	15	3	25	13

	<u>City</u>	<u>Fayette</u>	<u>Scipio</u>	<u>Mutual</u>	<u>Training</u>
<b>January</b>	2	1	1	5	3
<b>Febuary</b>	4	2		4	3
<b>March</b>	5	3		5	2
<b>April</b>	3	5	1	5	3
<b>May</b>	7	4	1	6	2
<b>June</b>					
<b>July</b>					
<b>August</b>					
<b>September</b>					
<b>October</b>					
<b>November</b>					
<b>December</b>					

# MONTHLY OPERATING REPORT

## May 2022

**SUBMITTED: , 2022**

### **WATER FLOW**

MAXIMUM	221,000
MINIMUM	128,000
AVERAGE	176,000
TOTAL	5.466 MG

### **WASTEWATER FLOW**

MAXIMUM	413,900
MINIMUM	338,600
AVERAGE	368,700
TOTAL	11.4289 MG

**CALLOUTS: 1 at the Wastewater Plant (Power Failure)**

### **OPERATION & MAINTENANCE**

The plant was in compliance with the NPDES permit limitations during the month of May 2022.

The Wastewater Plant Laboratory processed 104 Bacteria tests, 27 Nitrate tests and 16 Nitrite tests in May. The annual totals through April 2022 are as follows:

- Total Coliform Bacteria-----441
- Nitrates-----160
- Nitrites-----88

The monthly limits are adjusted downward in May and remain low until October 1. This is especially critical with the biochemical oxygen demand and the ammonia nitrogen parameters.

Kennedy Industries removed the number 1 pressure filter feed pump for rebuild. When the pump is rebuilt and installed, the number 2 pump will go in for service. These two pumps have been alternated weekly since 2005. They run continuously when in operation. The Asset Management Plan dictates that these two pumps should be replaced in 2033.

Peerless Midwest Inc. performed annual well and pump maintenance. All units are performing within their respective curves. No further work needs to be performed at this with exception of an air-line on well #1.

### **5-Day Biochemical Oxygen Demand**

**NPDES Permit 30 Day Average Limit is 4 mg/l**

**NPDES Permit Daily Maximum is 10 mg/l**

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—98.4 %*  
*Daily Maximum—4 mg/l*

**Total Suspended Solids**

**NPDES Permit Limit is 20 mg/l**

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—1.4 mg/l*

*Average Percent Removal from the Raw Wastewater—98.9%*

**Total Phosphorus**

**NPDES Permit Limit 1 mg/l Year Round**

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—0.60 mg/l*

*Average Percent Removal from the Raw Wastewater—85.7%*

**Ammonia Nitrogen**

**Monthly Average is 0.5 mg/l**

**Daily Maximum is 2 mg/l**

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—0.178mg/l*

*Average Percent Removal from the Raw Wastewater—99.0%*

*Jonesville Daily Maximum—0.853 mg/l*

Brian Boyle

# Jonesville Dept of Public Works

## May 2022

### Monthly Report

	Maintenance	Yellow Paint	White Paint	Top Dirt	COLD MIX
<b>STATE HIGHWAYS</b>	0 HR DT 0 HR OT			0 Yd	1/2 Ton
<b>MAJOR STREETS</b>	0 HR DT 0 HR OT	1 Gal	0 Gal	0 Yd	0 Ton
<b>LOCAL STREETS</b>	0 HR DT 0 HR OT	1.50 Gal	0 Gal	0 Yd	1/4 Ton
<b>PARKING LOTS</b>	0 HR DT 0 HR OT	0 Gal	0 Gal		0 Ton
<b>POLICE STATION</b>	0 HR OT	0 Gal	0 Gal		
<b>FIRE DEPARTMENT</b>	0 HR OT	0 Gal	0 Gal		
<b>SEWER DEPT</b>	0 HR DT	0 Gal	0 Gal		
<b>LDFA</b>	0 HR OT				0 Ton
<b>WATER</b>	0 HR DT 0 HR OT			2 Yds	0 Ton
<b>PARK</b>				0 Yd	

**There were no call outs.**

We cold patched State and Local Streets

We started are weekly brush collection.

The DDA street scape sidewalks were swept and mulch put around the trees and bump outs.

Drains were cleaned on State, Major and Local Streets.

SCA street sweeping was in and swept all of the curbed streets.

The road edges were scraped on State, Major and Local Streets.

Road edges were mowed on State, Major and Local Streets.

We painted some of the curbs on Major and Local Streets.

We started the spring maintenance on the equipment.

The large flower pots were dropped of at Rakers for planting for the DDA.

The Rail Trail was mowed.

We put out the signage and the ramps for Riverfest and picked them back up.

We dug up the water valve and replaced it at the concession stand as it broke.

Mike Kyser

**CITY OF JONESVILLE  
CASH BALANCES**

	March-2022	BANK BALANCE
<b>GENERAL FUND:</b>		
General Fund Now Checking	101-000-001	29,301.12
General Fund CLASS Acct	101-000-007	1,604,283.66
General Fund Cemetery CLASS Acct	101-000-007.100	93,147.72
General Fund Alloc of Assets CLASS	101-000-007.200	413,798.84
<b>MAJOR STREETS:</b>		
Major Streets Now Checking	202-000-001	64,964.11
Major Streets CLASS Acct	202-000-007	452,121.00
<b>LOCAL STREETS:</b>		
Local Streets Now Checking	203-000-001	21,955.67
Local Streets CLASS Acct	203-000-007	716,191.32
<b>STATE HIGHWAY:</b>		
State Highway Now Checking	211-000-001	10,371.48
<b>L.D.F.A.:</b>		
LDFA Operating Now Checking	247-000-001	29,781.36
LDFA Operating CLASS Acct	247-000-007	2,712,362.07
<b>D.D.A.:</b>		
DDA Now Checking	248-000-001	45,620.41
DDA Operating CLASS Acct	248-000-007	177,278.31
<b>SEWER FUND:</b>		
Sewer Receiving Now Checking	590-000-001	42,795.21
Sewer Bond & Interest Checking	590-000-001.300	10.00
Sewer Receiving CLASS Acct	590-000-007	332,699.36
Sewer Plant Improv. CLASS Acct	590-000-007.200	1,305,499.97
<b>WATER FUND:</b>		
Water Receiving Now Checking	591-000-001	54,413.44
Water Receiving CLASS Acct	591-000-007	352,617.02
Water Plant Improvement CLASS Acct	591-000-007.100	385,006.45
Water Bond Reserve CLASS	591-000-007.200	24,448.59
Water RR&I Reserve CLASS	591-000-007.250	20,540.80
Water Tower Maint CLASS Acct	591-000-007.300	52,196.38
Water Maint CLASS Acct	591-000-007.400	51,388.45
<b>MOTOR VEHICLE POOL:</b>		
Motor Vehicle Pool Now Checking	661-000-001	48,432.25
Equip. Replace CLASS - Police Car	661-000-007.301	15,082.25
Equip. Replace CLASS - Fire Truck	661-000-007.336	3,699.25
Equip. Replace CLASS - DPW Equip	661-000-007.463	128,212.55
Equip. Replace CLASS - WWTP/Vactor	661-000-007.590	36,609.94
<b>CURRENT TAX:</b>		
Current Tax Checking	703-000-001	267,730.59
Current Tax Savings Account	703-000-002	144,275.43
<b>PAYROLL FUND CHECKING:</b>		
	750-000-001	549.60
<b>GRAND TOTAL</b>		<b>9,637,384.60</b>



# Certificate of Completion

**Charles Smith  
City of Jonesville**

Has Successfully Completed the

## **Municipal Underground Expo**

as presented by the Michigan Rural Water Association

Course Code: 1773

Course Category: Other

0.4 Continuing Education Credits, Water & Wastewater

Course Location: Mason

Course Date: June 2, 2022



*Mike Engels*

Mike Engels, Director of Training

# Certificate of Completion

**Todd Ruden  
City of Jonesville**

Has Successfully Completed the

## **Municipal Underground Expo**

as presented by the Michigan Rural Water Association

Course Code: 1773

Course Category: Other

0.4 Continuing Education Credits, Water & Wastewater

Course Location: Mason

Course Date: June 2, 2022



*Mike Engels*

Mike Engels, Director of Training

RECEIVED  
JUN 02 2022

Allison Hutchinson  
315 East Street  
Jonesville, MI 49250

BY: \_\_\_\_\_

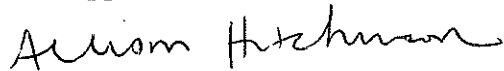
June 2, 2022

Jonesville City Council  
265 E Chicago Street  
Jonesville, MI 49250

Dear Council Members,

Thank you for the opportunity to serve as a board member at the Jonesville District Library for the past four years. Now in my second term, for personal reasons I need to submit my early resignation which will take effect immediately.

With appreciation,



Allison Hutchinson