



**CITY OF JONESVILLE
COUNCIL AGENDA
AUGUST 17, 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. None

6. REPORTS AND RECOMMENDATIONS

A. Board and Commission Appointments

[Action Item]

B. Consider Bid Award – Multi-function Printer

[Action Item]

C. Consider Bid Award – Tennis Court Removal

[Action Item]

D. Consider Proposal – Recreation Master Plan Update

[Action Item]

E. Fiscal Year 2021-22 Year End Budget Amendments

[Action Item]

7. COUNCIL MINUTES

A. Consider Minutes of the July 20, 2022 Regular Meeting

[Action Item]

8. ACCOUNTS PAYABLE

A. Accounts Payable for August 2022 totalling \$121,882.47

[Action Item]

9. BOARD AND COMMISSION MINUTES

[Action Item]

A. Planning Commission – July 13, 2022 (Drake)

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.

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
- E. Cemetery Report – Manager Gray

11. ADJOURN



To: Jonesville City Council
From: Jeffrey M. Gray, City Manager 
Date: August 12, 2022
Re: Manager Report and Recommendations – August 17, 2022 Council Meeting

6. A. Board and Commission Appointments

[Action Item]

Various board and commission appointments are necessary due to recent resignations:

Library Board: The Library Board is recommending appointment of Carol Betts to serve the balance of the term that results from Allison Hutchinson's resignation, through December 31, 2025.

Election Commission: Manager Gray has submitted his resignation from the Election Commission. Section 4.13 of the City Charter states that the Election Commission will consist of the Clerk, one City official and one qualified registered elector. Clerk Means, Deputy Clerk/Treasurer Spahr currently serve as the Clerk and City official representatives, respectively. Mayor Arno is recommending Bob Snow to fill the vacancy as a qualified registered elector. The Election Commission appoints the Board of Election Inspectors that are recruited by the Clerk. The Commission also prescribes the procedures to be followed in any case where election procedure is in doubt.

A motion is necessary to make these board and commission appointments.

6. B. Consider Bid Award – Multi-function Printer

[Action Item]

Sealed bids were opened on Thursday, August 11th for a new multi-function printer and copier to replace the device at City Hall. The bid tab is attached, showing bids for 9 different devices from 7 different vendors. While there is an apparent low bidder, staff has not completed detailed review of all proposals. Staff will be prepared to confirm a recommendation at the Council meeting, once device specifications can be confirmed, five-year operating costs can be compared, and other bid requirements like service response can be verified. Replacement of the device has been budgeted in Fiscal Year 2022-23. *Please refer to the attached bid tabulation.*

6. C. Consider Bid Award – Tennis Court Removal

[Action Item]

Sealed bids were opened on Tuesday, August 9th for removal of the tennis courts at Wright Street Park. Four bids were received, with Sparks and Sons Excavating and Trucking the low bidder at \$7,500. I recommend a motion to award the bid to the low bidder. *Please refer to the attached bid tabulation.*

6. D. Consider Proposal – Recreation Master Plan Update

[Action Item]

Following approval of the scope of the Recreation Master Plan Update last month, the Region 2 Planning Commission has developed the attached project proposal for the update. The cost to the City will not exceed \$8,000, less funds currently in our R2PC account; those funds would bring the cost to the City to \$6,171.02. A very aggressive project schedule is proposed in an effort to complete the update in time for submittal to the State by February 1, so that the City may be eligible to submit grant applications in 2023. The Planning Commission met with R2PC staff at Wright Street Park last week and has recommend that the City Council approve the proposal with a cost to the City not to exceed \$8,000, less funds in our R2PC account. *Please refer to the R2PC project proposal.*

6. E. Fiscal Year 2021-22 Year End Budget Amendments [Action Item]

I recommend Council consider a motion to approve the budget amendments as submitted by Finance Director Spahr for FY 2021-22 (Fiscal Year ending June 2022). Brief explanations for the line item adjustments are provided in parentheses following each item. The most significant amendments are insurance revenue and expenditures for City Hall and other storm related repairs, the FEMA grant for firefighter SCBAs and the American Rescue Plan Act revenues. Those funds are currently showing as an addition to fund balance, with the infrastructure expenditures planned for the upcoming fiscal year. Finance Director Spahr will provide further detail on individual line items as requested. Net changes to the respective fund balances are noted, as well. A motion is necessary to approve the FY 2021-22 budget amendments. *Please refer to the attached budget amendment spreadsheet.*

Correspondence:

- Hillsdale Conservation District: Thank you

Jonesville District Library

Board of Trustees

August 3, 2022

To the Jonesville City Council:

As members of the Board of Trustees of the Jonesville District Library, we would like to recommend to you the appointment of Carol Betts to the Jonesville District Library Board of Trustees. Mrs. Betts is a resident of the city. She has been a strong advocate and staunch supporter of our library and is keenly interested in promoting its mission of service to the community. She brings professional experience that will enhance the skills and function of our board.

The recent resignation from the board of Allison Hutchinson makes it necessary to appoint a new trustee to represent the city. We believe that Mrs. Betts, as a willing and qualified candidate, will fill the position very well. For these reasons, we recommend her to you for consideration as your City Council deliberates making a new appointment to the District Library Board.

Thank you for your attention in this matter as well as for your continued support of all matters concerning the Jonesville District Library.

Sincerely,

Connie Hutchinson, Secretary

JONESVILLE DISTRICT LIBRARY

Special Meeting of the Board of Trustees

August 2, 2022

Present: Colleen Arme; Dawn Clements; Connie Hutchinson; Laura Orłowski, Director

Guest: Carol Betts

A special meeting, held at the library, of the Jonesville District Library Board of Trustees, called to interview a potential appointee to the vacant position of trustee as well as to consider action regarding problems with one air-conditioning unit was brought to order at 6:37 p.m. by acting President Colleen Arme.

Following introductions of all assembled, an informal question and answer session was begun. With Mrs. Betts expressing her wish to take an appointment to the board by the city, a motion was made by Colleen Arme and seconded by Dawn Clements that this board recommend to the City Council for action at its next meeting to appoint Carol Betts to fill the board position vacated as a result of Allison Hutchinson's recent resignation. All voted in favor and the motion passed. Secretary Connie Hutchinson will prepare all required documents for the city ahead of its regular business meeting on August 17. Hutchinson will also attend that meeting with Mrs. Betts.

The other matter of business for this special meeting was to discuss options for addressing the non-functioning AC unit in the history room. Hutchinson made the motion which was seconded by Arme to hire Griffiths Mechanical to do the mechanical work that would utilize the existing basement air conditioner as a replacement for the non-working upstairs unit. Motion carried unanimously.

The meeting adjourned at 7:48 p.m.

Respectfully submitted,

Connie Hutchinson, Secretary

Attest: _____

Carol Betts
1556 E. Moore Road
Hillsdale, MI. 49242
517 437-4078
Cell 517 425-0767

RESUME

OBJECTIVE

Obtain a position to supplement social security.

WORK HISTORY

.ACCOUNTING Triple E. Manufacturing, Inc., Parma, MI. Accounts receivable/Accounts payable, General account reconciliation, Payroll Payroll	2004-2008 (Plant Layoff) Part-time
.ACCOUNTING ADMINISTRATOR Teleflex, Inc. Hillsdale, MI. Payroll for 450-600 associates Accounts receivable/General account reconciliation Month end closing	1990-2003 (Plant Closed)
.PLANT ACCOUNTANT I.P.G. Manufacturing, Reading, MI. Cost Accounting/Inventory control Month end closing/Financial statements General account reconciliation	1986-1990
.PRODUCTION CONTROL Fairway Products, Hillsdale, MI. Prepare specification sheets/Work orders Enter orders, invoice, track cums	1984-1986
.PLANT ACCOUNTANT Quality Electric Steel Castings, Inc., Houston, TX. Accounts receivable/Accounts payable Payroll for 350 associates Month end closing/Financial statements General account reconciliation	1980-1984
ONE PERSON OFFICE Midwest Cooler Service Inc., Chicago, Ill.	1970-1980

PROFESSIONAL DEVELOPMENT

35 years accounting/manufacturing experience with emphasis in accounts payable, accounts receivable, payroll, costing, inventory control, journal entries, financial statements and manufacturing accounting practices. Capable of analyzing plant financial and budget preparation functions.

COMPUTER LITERACY

Windows, Excel, Word, Professional Write, Peachtree, AS400 data entry

MISCELLANEOUS

Owned own business - AMONG FRIENDS - Gift/Antique Shop
Hillsdale County Youth Home

REFORM PREFERRED REALTY

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

RECEIVED
JUL 29 2022

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

ELECTION COMMISSION

1. Name ROBERT SNOW 2. Occupation RETIRED

3. Employer N/A 4. Email address PITTSFORD1946@GMAIL.COM

5. Home Address 483 GREENBRIAR PL JONESVILLE MI 49250
Street City Zip

6. Home Telephone 549-5066 7. Business Phone CELL 517-962-8259

8. Length of residency in Jonesville 52 YEARS

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

AMERICAN LEGION

UNITED METHODIST CHURCH

HILLSDALE CO. VETERANS BOARD

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

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

MANY YEARS AS VILLAGE PRESIDENT & MAYOR & VARIOUS

BOARDS

7-26-22
Date of Application

Robert E Snow
Signature

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



City of
Jonesville

265 E. Chicago Street, Jonesville, MI 49250

(517) 849-2104
(517) 849-9037 Fax
www.jonesville.org

July 25, 2022

Cindy Means, Clerk and
Jonesville City Council
265 E. Chicago Street
Jonesville, MI 49250

Dear Clerk Means and City Council:

Please accept this as notice of my resignation from the City's Election Commission. Thank you for the opportunity to serve in this capacity.

I am willing to continue to serve, as needed, until the City Council is able to appoint a replacement.

Sincerely,

Jeffrey M. Gray
City Manager

Bid Tab-Multifunction Printer and Copier

Vendor	Machine	Purchase Price	Maintenance			
			B-W/copy	Color/copy	Years Guaranteed	Increase After Guarantee
American Office Solutions	Kyocera TASKalfa 3554ci	\$ 5,545.00	0.0059	0.045	5	10%
Applied Imaging	Canon imageRUNNER ADVANCE DX 3800	\$ 5,023.27	0.0055	0.035	5	11%
Business Impressions	Xerox C8135	\$ 7,900.00	0.0079	0.059	term?	50%
Current Office Solutions	Lanier IN C3000	\$ 5,895.00	0.008	0.049	3	15%
J. McEldowney, Inc.	Canon imageRUNNER ADVANCE DX 3830	\$ 7,778.00	0.0079	0.049	5	0%
Konica Minolta Business Solutions	Bizhub C300i	\$ 4,838.11	0.0075	0.05	5	10%
Michigan Office Solutions	Xerox C8145H	\$ 5,504.00	0.0069	0.0483	5	0%
Perry ProTech	Kyocera Evolution Series	\$ 5,380.00	0.0058	0.029	5	12%
Printer Source Plus	Epson Workforce Pro WF-C879R	\$ 4,696.78	0.0045	0.045	5	0%
Printer Source Plus	Kyocera TASKalfa 2554ci	\$ 7,790.04	0.0055	0.055	5	0%
Printer Source Plus	Epson Workforce Enterprise WF-C20600	\$ 8,626.82	0.00495	0.045	5	0%

Bid Tab-Multifunction Printer and Copier

Vendor	Machine	Purchase Price	Maintenance			
			B-W/copy	Color/copy	Years Guaranteed	Increase After Guarantee
American Office Solutions	Kyocera TASKalfa 3554ci	\$ 5,545.00	0.0059	0.045	5	10%
Applied Imaging	Canon imageRUNNER ADVANCE DX 3800	\$ 5,023.27	0.0055	0.035	5	11%
Business Impressions	Xerox C8135	\$ 7,900.00	0.0079	0.059	term?	50%
Current Office Solutions	Lanier IN C3000	\$ 5,895.00	0.008	0.049	3	15%
J. McEldowney, Inc.	Canon imageRUNNER ADVANCE DX 3830	\$ 7,778.00	0.0079	0.049	5	0%
Konica Minolta Business Solutions	Bizhub C300i	\$ 4,838.11	0.0075	0.05	5	10%
Michigan Office Solutions	Xerox C8145H	\$ 5,504.00	0.0069	0.0483	5	0%
Perry ProTech	Kyocera Evolution Series	\$ 5,380.00	0.0058	0.029	5	12%
Printer Source Plus	Epson Workforce Pro WF-C879R	\$ 4,696.78	0.0045	0.045	5	0%
Printer Source Plus	Kyocera TASKalfa 2554ci	\$ 7,790.04	0.0055	0.055	5	0%
Printer Source Plus	Epson Workforce Enterprise WF-C20600	\$ 8,626.82	0.00495	0.045	5	0%

**City of Jonesville
Bid Tally**

Bid For: Tennis Court Removal

Bid Opening Date/Time: August 9, 2022/2:00 p.m.

Staff Present: Jeff Gray/Olivia Johnson

	Bidder Name	Bid Amount
1	Butters Excavating	\$23,500.00
2	DuBois Trucking and Excavating	\$13,500.00
3	Parrish Excavating, Inc.	\$17,467.80
4	Sparks and Sons Excavating and Trucking	\$7,500.00
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		

August 3, 2022

Jeff Gray
City Manager
City of Jonesville
116 W. Chicago Street
Jonesville, MI 49250

Dear Jeff:

On behalf of the Region 2 Planning Commission I would like to thank you for asking our organization to prepare the attached Recreation Master Plan Proposal for the City of Jonesville.

We have prepared a proposal that incorporates all of the key items outlined in the scope of services the City provided. Our quoted not-to-exceed fee for this project is \$8,000.00, however the City of Jonesville currently has an available fund balance with Region 2 of \$1,219.32 and the City's FY23 R2PC dues will be \$609.66. If awarded this project we would apply the City's available fund balance and FY23 dues to the not-to-exceed fee resulting in a remaining not-to-exceed fee of \$6,171.02 for the project.

Additionally we will exhaust every effort to complete the plan, including local adoption and submittal to the requisite State of Michigan agencies by February 1, 2023 to enable the City to utilize the plan for Michigan DNR grant submittals for 2023. Time is of the essence to hit that ambitious goal but we are confident we have the ability to achieve that for the City of Jonesville.

Thank you for your consideration of this proposal and I would be happy to answer any questions you may have.

Sincerely,



Jacob Hurt
Executive Director
Region 2 Planning Commission / Region 2 Economic Development District
(D) 517.768.6705
jhurt@mijackson.org

120 West Michigan Avenue • 9th Floor • Jackson, MI 49201

Phone: (517) 788-4426 • Fax: (517) 788-4635

City of Jonesville: 2022 – 2026 Recreation Master Plan Proposal

The Region 2 Planning Commission (R2PC) proposes to assist the City of Jonesville Planning Commission in the development of an update to the City's 2015-2019 Recreation Master Plan to cover the years 2022 – 2026 for adoption as an update to the City's 2019 Development Master Plan as a new chapter or appendix. The 2022 – 2026 Recreation Master Plan will focus on implementation of the Action Plan from the 2015 – 2019 Recreation Master Plan. Given this focus on City facilities the update is not expected to be a joint plan with Fayette Township.

The process and approval for the 2022 – 2026 Recreation Master Plan will follow the Michigan Planning Enabling Act and the Michigan Department of Natural Resources requirements for plan adoption.

In accordance with the proposed project scope of work developed by the City of Jonesville the Region 2 Planning Commission proposes the following:

1. Community Input and Stakeholder Interviews:

- R2PC will design appropriate opportunities and methods to obtain public input on recreation facilities and services by:
 - Soliciting input on parks concepts to identify community preferences for improvements to Carl Fast and Wright Street Parks, including:
 - Input on the repurposing of the tennis court area of Wright Street Park, and engaging the public by identifying sidewalk and non-motorized facility improvement priorities
- R2PC will coordinate and collaborate with key community partners, through stakeholder interviews, identified by City officials and the Jonesville Planning Commission, including:
 - Jonesville Community Schools regarding utilization of:
 - Carl Fast Park and Wright Street Park
 - Athletic fields at Wright Street Park/future JCS improvements
 - Facilities in Carl Fast Park by middle school students
 - Coordination with County and Township facilities, especially regarding coordination of non-motorized facilities

2. Implementation of 2015 – 2019 Action Program Priority Recommendations and Additional Recreation Recommendations Identified Through Public Input:

- R2PC will create concept plans for Carl Fast Park and Wright Street Park
 - Utilizing prior engineering concepts and staff submittals for consideration of:
 - Future improvements that can be completed in manageable phases and that are less dependent on grants to proceed
 - Wright Street Park as an active park, including:

- Repurposing the tennis court area
- Consideration of potential land donation for a dog park, and
- Reviewing merits of other new amenities, such as: walking trail, bandshell, ball field and parking improvements, etc.
- Carl Fast Park as a passive park, to:
 - Retain flexible space for Downtown/community events and examining the potential to update playground equipment
- R2PC will provide non-motorized facilities planning, including:
 - A complete sidewalk and trail inventory and prioritization plan, that:
 - Identifies all existing sidewalk and trail features in the City, and
 - Develop a prioritization plan for completing gaps in the network
 - Coordinating with the Downtown Development Authority (DDA) Road Diet Study and Implementation, which includes:
 - Looking at the design and layout of the Chicago Street corridor through Downtown
 - Addressing the crossings at the Jerry Russell Trail and Jonesville Middle School
 - Considering improvements to the non-motorized network through the Downtown
 - Collaborating with the Baw Beese Chapter of the North Country Trail Association, the Headwaters Recreation Authority, Jonesville Rotary Club, and others who are looking to enhance and expand local and regional trail facilities

3. Public Release, Plan Adoption, and Incorporation of 2022 – 2026 Recreation Master Plan into the City of Jonesville’s 2019 Development Master Plan:

- R2PC will incorporate the 2022 – 2026 Recreation Master Plan into the 2019 Development Master Plan, and complete a sufficient review of the Recreation Master Plan to satisfy Section 125.3845(2) of the Planning Enabling Act and Michigan Department of Natural Resources requirements, by:
 - Adding the Recreation Master Plan as a new Chapter or Appendix to the existing development Master Plan
 - Updating Community Demographics based on 2020 Census Data
 - Updating Master Plan implementation, that:
 - Considers completed priorities and amended priorities
 - Incorporates new Recreation priorities that come from community and board input into the Master Plan Implementation matrix.

Timeframe:

Region 2 Planning Commission typically advises that completion of a Recreation Master Plan requires six to nine months with an additional three month process for adoption, but in order for the City of Jonesville to be eligible for the 2023 Michigan DNR grant cycle R2PC will exhaust every effort to complete, publicly adopt and submit the completed City of Jonesville 2022 – 2026 Recreation Master Plan to the requisite State of Michigan agencies by Michigan DNR’s February 1, 2023 grant eligibility deadline for its 2023 grant cycle.

Region 2 PLANNING COMMISSION

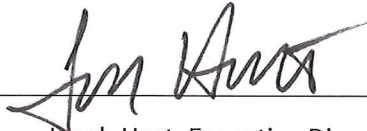
Serving Hillsdale, Jackson & Lenawee Counties

Fee Structure:	
Total Not-to-Exceed Fee for Recreation Master Plan	\$ 8,000.00
Less: Available Dues Balance	1,219.32
Less: FY23 Dues	609.66
Fee Due After Application of Available Dues	\$ 6,171.02

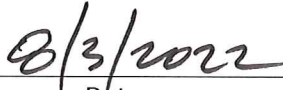
Note: The total “not-to-exceed” fee for the development of the 2022 – 2026 Recreation Master Plan is \$8,000.00. R2PC will apply the City of Jonesville’s available dues balance of \$1,219.32 and the City’s FY23 dues of \$609.66 to the overall cost of \$8,000.00 resulting in an “after dues” cost of \$6,171.02.

Region 2 Planning Commission

City of Jonesville



Jacob Hurt, Executive Director



Date

Jeff Gray, City Manager

Date

2021 - 2022 BUDGET AMENDMENTS

June 30, 2022

		CURRENT BUDGET	AMENDED BUDGET	+ OR (-) CHANGE
GENERAL FUND				
<u>REVENUE</u>				
403	Real Property Taxes (Under-budgeted)	\$ 732,000	\$ 788,000	\$ 56,000
506	Fed Grant - FEMA Firefighters Grant	\$ -	\$ 420,000	\$ 420,000
528	Other Federal Grants (ARPA Funds)	\$ -	\$ 232,000	\$ 232,000
678	Reimbursements - Misc (Insurance proceeds)	\$ -	\$ 339,000	\$ 339,000
<u>EXPENSE</u>				
172 CITY MANAGER				
702	Salaries & Wages (Under-budgeted)	\$ 83,157	\$ 87,125	\$ (3,968)
191 ELECTIONS				
727	Office Supplies (Under-budgeted)	\$ 100	\$ 1,130	\$ (1,030)
740	Operating Supplies (Not budgeted)	\$ -	\$ 685	\$ (685)
818	Contractual (Not budgeted)	\$ -	\$ 1,500	\$ (1,500)
865	Mileage/Trans/Meals/Lodging (Not budgeted)	\$ -	\$ 400	\$ (400)
218 GENERAL OFFICE				
702.500	Salaries & Wages - Clerical (Under-budgeted)	\$ 158,000	\$ 158,500	\$ (500)
716	Health Insurance (Under-budgeted)	\$ 33,000	\$ 35,500	\$ (2,500)
719	Retirement - Employer Portion (Under-budgeted)	\$ 9,000	\$ 10,500	\$ (1,500)
853	Telephone (Under-budgeted)	\$ 9,000	\$ 15,000	\$ (6,000)
960	Training & Confernces (Not used)	\$ 1,500	\$ 300	\$ 1,200
253 TREASURER				
964	Tax Refunds & Rebates (Tax tribunal billback)	\$ -	\$ 500	\$ (500)
258 DATA PROCESSING				
977	Equipment (Council laptops)	\$ -	\$ 6,850	\$ (6,850)
265 CITY HALL				
702	Salaries & Wages (Under-budgeted)	\$ 1,250	\$ 3,350	\$ (2,100)
910	Repairs & Maintenance (Under-budgeted)	\$ 600	\$ 1,600	\$ (1,000)
975	Additions & Improvements (August 2021 Storm Repairs)	\$ 27,000	\$ 369,250	\$ (342,250)
276 CEMETERY				
702	Salaries & Wages - DPW (Under-budgeted)	\$ 4,000	\$ 7,500	\$ (3,500)
975	Additions & Improvements (Pole barn refurbish/storm repairs)	\$ -	\$ 27,800	\$ (27,800)
301 POLICE DEPARTMENT				
702.300	Salaries & Wages - Relief (over-budgeted)	\$ 24,486	\$ 13,000	\$ 11,486
975	Additions & Improvements (New HVAC/Front door repairs)	\$ -	\$ 11,100	\$ (11,100)
336 FIRE DEPARTMENT				
702	Salaries & Wages (Under-budgeted)	\$ 40,000	\$ 50,000	\$ (10,000)
702.060	Public Safety Director (new position)	\$ -	\$ 8,150	\$ (8,150)
975	Additions & Impr (Door openers/turnout washer/roof repairs)	\$ 10,000	\$ 41,350	\$ (31,350)
442 PARKING LOTS				
801	Professional Services (South parking lot engineering0)	\$ -	\$ 7,500	\$ (7,500)
443 SIDEWALKS				
801	Professional Services (DDA Streetscape engineering)	\$ -	\$ 6,400	\$ (6,400)
444 DEPT OF PUBLIC WORKS				
702	Salaries & Wages (Under-budgeted)	\$ 8,000	\$ 12,000	\$ (4,000)
715	Employers Share - FICA/Medicare (Under-budgeted)	\$ 1,000	\$ 1,300	\$ (300)
716	Health Insurance (Under-budgeted)	\$ 1,800	\$ 2,700	\$ (900)
719	Retirement - Employer Portion (Under-budgeted)	\$ 600	\$ 850	\$ (250)
956	Miscellaneous (Under-budgeted)	\$ 500	\$ 1,150	\$ (650)

2021 - 2022 BUDGET AMENDMENTS
June 30, 2022

	CURRENT BUDGET	AMENDED BUDGET	+ OR (-) CHANGE
770 PARKS			
702 Salaries & Wages (Under-budgeted)	\$ 3,200	\$ 5,000	\$ (1,800)
818 Contractual (Under-budgeted)	\$ 5,500	\$ 6,500	\$ (1,000)
924 Water and Sewer (Under-budgeted)	\$ 500	\$ 1,000	\$ (500)
940 Equipment Rental (Under-budgeted)	\$ 1,200	\$ 2,000	\$ (800)
975 Additions & Improvements (Streetlight panel repairs)	\$ -	\$ 2,300	\$ (2,300)
780 RAIL TRAIL			
702 Salaries & Wages - DPW (Under-budgeted)	\$ 2,250	\$ 3,450	\$ (1,200)
858 FRINGE BENEFITS			
702 Salaries & Wages (Under-budgeted)	\$ 24,000	\$ 35,000	\$ (11,000)
716 Health Insurance (Under-budgeted)	\$ 3,500	\$ 4,500	\$ (1,000)
719 Retirement - Employer Portion (Under-budgeted)	\$ 1,500	\$ 2,250	\$ (750)
865 INSURANCE			
910 Insurance (Under-budgeted)	\$ 14,000	\$ 14,800	\$ (800)
897 OTHER ACTIVITIES			
965.203 Contributions to Local St (Under-budgeted)	\$ 214,000	\$ 258,000	\$ (44,000)
967.400 Transfers Out (Litchfield/Hillsdale SCBAs)	\$ -	\$ 294,000	\$ (294,000)
GENERAL FUND CHANGE IN ESTIMATED YEAR END FUND BALANCE			\$ 217,853
<u>LOCAL STREETS</u>			
<u>EXPENSE</u>			
900 ADMINISTRATION			
964 Tax Refunds & Rebates (Tax tribunal billback)	\$ -	\$ 500	\$ (500)
LOCAL ST CHANGE IN ESTIMATED YEAR END FUND BALANCE			\$ (500)
<u>STATE HIGHWAY</u>			
<u>EXPENSE</u>			
465 ROUTINE MAINTENANCE			
702 Salaries & Wages (Under-budgeted)	\$ 3,500	\$ 6,100	\$ (2,600)
818 Contractual (Under-budgeted)	\$ 3,600	\$ 4,500	\$ (900)
930 Repairs & Maintenance (Under-budgeted)	\$ 800	\$ 1,100	\$ (300)
940 Equipment Rental (Under-budgeted)	\$ 3,500	\$ 7,000	\$ (3,500)
900 ADMINISTRATION			
965.101 Contributions to General Fund - Overhead (Over-budgeted)	\$ 10,824	\$ 3,524	\$ 7,300
ST HWY CHANGE IN ESTIMATED YEAR END FUND BALANCE			\$ -

2021 - 2022 BUDGET AMENDMENTS
June 30, 2022

	CURRENT BUDGET	AMENDED BUDGET	+ OR (-) CHANGE
<u>DOWNTOWN DEVELOPMENT AUTHORITY</u>			
<u>REVENUE</u>			
675 Contributions - Private Sources (Gift Card Program)	\$ -	\$ 30,000	\$ 30,000
<u>EXPENSE</u>			
442 PARKING LOTS			
965.100 Contrib to Gen Fund - Parking Lot M&R (Under-budgeted)	\$ 13,990	\$ 16,500	\$ (2,510)
443 SIDEWALKS			
702 Salaries & Wages (Under-budgeted)	\$ 600	\$ 1,200	\$ (600)
940 Equipment Rental (Under-budgeted)	\$ 800	\$ 1,300	\$ (500)
729 DEVELOPMENT ACTIVITIES			
800 Community Promotion - Façade Program (Over-budgeted)	\$ 17,500	\$ 5,000	\$ 12,500
801 Professional Services (Road Diet Study)	\$ -	\$ 16,000	\$ (16,000)
965.101 Contrib to Gen Fund - Purch/Impr (Reimb engineering fees)	\$ -	\$ 28,000	\$ (28,000)
895 PROMOTIONS			
702 Salaries & Wages (Under-budgeted)	\$ 4,000	\$ 7,000	\$ (3,000)
882 Decorations - Christmas/Banners/Bows	\$ 2,000	\$ 2,700	\$ (700)
940 Equipment Rental (Under-budgeted)	\$ 500	\$ 30,100	\$ (29,600)
897 OTHER ACTIVITIES			
965.301 Contrib to Debt Service (Incorrect amount)	\$ 56,322	\$ 58,322	\$ (2,000)
DDA CHANGE IN ESTIMATED YEAR END FUND BALANCE			\$ (40,410)
<u>DEBT SERVICE</u>			
<u>REVENUE</u>			
676.248 Contribution from DDA/Stscape Bond (Incorrect amount)	\$ 56,322	\$ 58,322	\$ 2,000
<u>EXPENSE</u>			
907 DDA BOND			
991 DDA Bond Payment - Principal (Incorrect amount)	\$ 50,000	\$ 52,000	\$ (2,000)
DEBT SERVICE CHANGE IN ESTIMATED YEAR END FUND BALANCE			\$ -
<u>MOTOR VEHICLE POOL</u>			
<u>EXPENSE</u>			
270 DPW BUILDING AND GROUNDS			
702 Salaries & Wages (Over-budgeted)	\$ 3,000	\$ 1,825	\$ 1,175
818 Contractual (Over-budgeted)	\$ 3,500	\$ 600	\$ 2,900
930 Repairs & Maintenance (Over-budgeted_	\$ 1,500	\$ 350	\$ 1,150
965 Transfer to Gen Fund (Salt Pad/Ecology Drive)	\$ -	\$ 5,225	\$ (5,225)
896 MOTOR VEHICLE POOL			
702 Salaries & Wages (Under-budgeted)	\$ 22,000	\$ 23,700	\$ (1,700)
981 Vehicle - DPW (Carry forward to FY 2022/23)	\$ 141,000	\$ -	\$ 141,000
981.336 Vehicle - Fire Truck (New mini-pumper)	\$ 200,000	\$ 240,000	\$ (40,000)
MVP CHANGE IN ESTIMATED YEAR END FUND BALANCE			\$ 99,300

****Subject to Approval****

**JONESVILLE CITY COUNCIL
Minutes of July 20, 2022**

A meeting of the Jonesville City Council was held on Wednesday, July 20, 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, Keith O'Neil (REU), Kathy Schmitt (County Commissioner), Thomas Whitaker (Hillsdale County Central Dispatch 911) and Robert Eichler.

Councilman Jerry Drake led the Pledge of Allegiance and moment of silence.

A motion was made by Jerry Drake and supported by Delesha Padula to approve the agenda as presented with one addition; 6. F. Extend Manager Purchasing Authority – Trickling Filter Repairs. All in favor. Motion carried.

Robert Eichler spoke briefly to the City Council.

Kathy Schmitt, Hillsdale County Commissioner, gave an update to Council.

Keith O'Neil, Hillsdale County Dispatch 911, gave an update to Council.

A motion was made by Brenda Guyse and supported by Jerry Drake to approve Resolution 2022-07; Exchange of Real Property. This will authorize the City Manager to execute a deed granting the City property to the School, subject to the School Board deeding its property to the City which will allow for the future expansion of the cemetery. Roll Call Vote: Ayes: Tim Bowman, Jerry Drake, Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose and Gerry Arno. Nays: None. Motion carried.

A motion was made by Brenda Guyse and supported by Tim Bowman to approve Resolution 2022-08; Purchasing Policy. This resolution will rescind all prior purchasing policies, including the separate policy that has governed the Fire Department, and additional language stating that the City would follow Federal Guidelines, as requested by the Federal Emergency Management Agency (FEMA). Roll Call Vote: Ayes: Tim Bowman, Jerry Drake, Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose and Gerry Arno. Nays: None. Motion carried.

Delesha Padula made a motion and was supported by Brenda Guyse to approve the Planning Commission's recommended project scope which will include seeking public input on improvements to the existing parks and prioritization of sidewalk and trail extensions. All in favor. Motion carried.

A motion was made by Andy Penrose and supported by Jerry Drake to waive ordinance requirements for community events regulating yard and garage sales for US-12 Garage Sale weekend Friday, August 12, 2022 through Sunday, August 14, 2022. All in favor. Motion carried.

Brenda Guyse made a motion and Tim Bowman supported the motion to cast a vote for one incumbent candidate for election to the MML Workers Compensation Fund Board of Trustees. All in favor. Motion carried.

A motion was made by Jerry Drake and supported by Delesha Padula to authorize the City Manager to approve the ordering of parts and scheduling repairs necessary for the repair of the trickling filters at the Wastewater Treatment Plant (WWTP). Purchases are to be reported to City Council at the next Council meeting, with appropriate action taken to endorse approvals and to allocate additional funds as needed to complete these essential repairs. All in favor. Motion carried.

A motion was made by Delesha Padula and supported by Andy Penrose to approve the minutes of June 15, 2022. All in favor. Motion carried.

Andy Penrose made a motion and was supported by Delesha Padula to approve the Accounts Payable for July 2022 in the amount of \$191,010.89. All in favor. Motion carried.

A motion was made by Jerry Drake and supported by Brenda Guyse to receive and place on file the Board and Commission minutes consisting of Region 2 Planning Commission, Economic Development Partnership of Hillsdale County, Downtown Development Authority (DDA) and Local Development Finance Authority (LDFA) with noted corrections in the DDA and LDFA minutes. All in favor. Motion carried.

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

Thomas Whitaker of Hillsdale County Central Dispatch 911 gave an update to City Council.

Mayor adjourned the meeting at 7:48 p.m.

Submitted by:

Cynthia D. Means
Clerk

Gerald E. Arno
Mayor

08/18/2022

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
APOLLO FIRE EQUIPMENT CO.	JFD - FIRE SUPPRESSANT	1,700.00
ARNO, VICKY L.	AUGUST 2, 2022 PRIMARY ELECTION	211.76
ASSOC OF PUB TREAS OF US & CASPAHR	- MEMBERSHIP RENEWAL	159.00
BARRETT, JILL ANN	AUGUST 2, 2022 PRIMARY ELECTION	272.25
BRINER OIL CO., INC.	MVP - BULK TANK	488.64
	JFD - GASOLINE/ACCT #25	57.16
		545.80
BS&A SOFTWARE	SOFTWARE MAINTENANCE FEES	2,930.00
BUTTERS EXCAVATING & LAWN CARP	CEMETERY MAINT/SEXTON/REPAIR SERVICES	6,010.00
CLARK ELECTRIC, INC.	WWTP - PUMP REPAIR	70.00
CLEAR VIEW B.R. LLC	JPD - OUTSIDE WINDOW CLEANING	15.00
CONSUMERS ENERGY	IRON REMOVAL PLANT ELECTRICITY	1,078.81
	DDA BUILDING ELECTRICITY	412.37
	DDA - METERED PARKING LOT LIGHTS	48.76
	FREEDOM MEMORIAL ELECTRICITY	40.78
	JPD ELECTRICITY	276.69
	FAST PARK ELECTRICITY	42.26
	CITY HALL SECOND FLOOR ELECTRICITY	29.24
	JFD TRAINING ROOM ELECTRICITY	87.38
	JFD TRUCK BAY ELECTRICITY	110.77
	RADIO TOWER ELECTRICITY	35.87
	CITY HALL ELECTRICITY	105.93
	DPW BUILDING ELECTRICITY	88.49
	WRIGHT ST PARK ELECTRICITY	36.58
	598 IND PKWY SPRINKLER METER ELECTRICITY	29.66
	WATER TOWER ELECTRICITY	81.98
	500 IND PKWY SPRINKLER METER ELECTRICITY	31.32
	100 DEAL PKWY SPRINKLER METER ELECTRICITY	32.15
	WWTP ELECTRICITY	4,778.06
	DOWNTOWN/STREETSCAPE LIGHT ELECTRICITY	389.54
	CITY-WIDE STREET LIGHT ELECTRICITY	1,391.25
	CITY-WIDE LED STREET LIGHT ELECTRICITY	1,037.00
	DDA - UNMETERED PARKING LOT LIGHT ELECTRICITY	21.26
	CEMETERY ELECTRICITY	58.38
	JFD - EMERGENCY SIREN ELECTRICITY	41.70
		10,286.23
CURRENT OFFICE SOLUTIONS	COPIER MAINTENANCE	101.92
	OFFICE/REC SUPPLIES	121.51
		223.43
DEPENDABLE FIRE APPARATUS, LIJFD	- TRUCK 532/535 REPAIRS	574.31
	JFD - TRUCK 535 REPAIR	1,256.07
		1,830.38
FLEIS & VANDENBRINK ENG, INC.	CEMETERY EXPANSION	3,412.95
FOULKE CONSTRUCTION COMPANY	CITY HALL MASONRY REPAIRS	71,330.00
GERKEN MATERIALS	WATER - REPAIRS	170.94
	WATER - REPAIRS	389.62
		560.56
GREENMARK EQUIPMENT	MVP - TRACTOR 2 REPAIRS	126.56
GRIFFITHS MECH CONTRACTING,	IWWTP - BOILER REPAIR	1,539.80
	WWTP - BOILER REPAIR	229.00
		1,768.80
HAVENS, MARY JANE	AUGUST 2, 2022 PRIMARY ELECTION	177.25
HILLSDALE COUNTY REGISTER OF	RECORD CEMETERY PROPERTY TRANSFER	60.00
HILLSDALE COUNTY TREASURER	TAX BILLBACK	3.20
HILLSDALE HOSPITAL	DPW - CDL PHYSICAL	70.00
HILLSDALE MEDIA GROUP	JBOR PUBLIC MEETING NOTICE	53.70
HYDROCORP, INC	WATER - CROSS CONNECTION PROGRAM	535.50
IDEXX DISTRIBUTION CORP.	WATER - SUPPLIES	1,739.18
JAX KAR WASH	JPD - CAR WASHES	21.00
JONESVILLE HARDWARE	SUPPLIES/REPAIRS	34.37
JONESVILLE LUMBER	WWTP - REPAIRS	338.95
JONESVILLE, CITY OF	CITY HALL WATER/SEWER	50.65
	JPD WATER/SEWER	50.65

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
	JFD - WATER/SEWER	70.08
	WRIGHT ST PARK WATER/SEWER	52.31
	WWTP WATER/SEWER	218.23
	DPW WATER/SEWER	50.65
		492.57
KEN STILLWELL FORD-MERCURY,	IJPD - 2019 FORD/MIRROR	494.15
	JPD - 2019 FORD REPAIRS	952.37
		1,446.52
LIEN JOHN	UB refund for account: 000693-03	46.26
MCGOWAN ELECTRIC SUPPLY, INC.	DDA - LIGHT BULBS	631.32
MICHIGAN DOWNTOWN ASSOCIATION	DDA - MEMBERSHIP RENEWAL	200.00
MICHIGAN GAS UTILITIES	JFD GAS SERVICE	43.47
	IRON REMOVAL PLANT GAS SERVICE	49.50
	JPD GAS SERVICE	38.12
	GAS LIGHT SERVICE	67.05
	CITY HALL GAS SERVICE	36.85
	DPW BUILDING GAS SERVICE	36.85
	WWTP GAS SERVICE	1,492.48
		1,764.32
MICHIGAN LAWN & LANDSCAPE	MOWING/WEED SERVICES	2,912.30
MIDSTATE TITLE AGENCY	CEMETERY - TITLE INSURANCE/NEW PROPERTY	375.00
NORM'S TIRE & SERVICE	JPD - NEW TIRE/2019 FORD	161.04
	JFD - TRUCK 535 TIRES	3,816.06
	MVP - TRUCK 7 TIRE	282.96
	MVP - TIRE REPAIR	25.99
		4,286.05
NSI LAB SOLUTIONS	WATER - TESTING	167.00
PERFORMANCE AUTOMOTIVE	JFD/MVP - SUPPLIES	164.97
PETTY CASH	PETTY CASH REIMBURSEMENT	160.13
POINT RENTAL & SALES	MVP - CHAIN SAW OIL	39.21
POSTMASTER	POSTAGE - WATER/SEWER BILLS	309.50
READING EMERGENCY UNIT, INC	JFD - CPR CLASS	380.00
RUSSELL'S MACHINE SHOP	WWTP - PRESSURE WASHER REPAIR	105.00
SCHARP, JO ANN	AUGUST 2, 2022 PRIMARY ELECTION	117.26
SUPERFLEET MASTERCARD PROGRAM	GASOLINE	1,398.53
UNIFIRST CORPORATION	MVP - SHOP TOWELS	29.22
	WWTP - UNIFORM RENTAL	43.20
	WWTP - UNIFORM RENTAL	43.20
	WWTP - UNIFORM RENTAL	43.20
	MVP - SHOP TOWELS	29.22
	WWTP - UNIFORM RENTAL	43.20
	JPD - FLOOR MATS	37.50
		268.74
US BANK	WWTP - BOND AGENT FEES	500.00
USA BLUEBOOK	WWTP - SUPPLIES	297.15
	WWTP - SUPPLIES	319.28
		616.43
VERIZON WIRELESS	DPW CELL PHONE	25.00
WEST SHORE FIRE, INC.	JFD - JAWS SERVICE	990.49
	Total:	121,882.47

**CITY OF JONESVILLE
PLANNING COMMISSION
Minutes of July 13, 2022**

A City of Jonesville Planning Commission meeting was held on Wednesday, July 13, 2022 at the Jonesville Police Department, 116 W. Chicago Street, Jonesville, MI. Chair Christine Bowman called the meeting to order at 7:00 p.m.

Present: Christine Bowman, Jerry Drake, Charles Crouch, Marty Ethridge, Annette Sands and Olivia Stemen.

Absent: Jim Ackerson.

Also Present: Jeff Gray

Charles Crouch led the Pledge of Allegiance and the moment of silence.

A motion was made by Jerry Drake and supported by Annette Sands to approve the agenda as presented. All in favor. Absent: Jim Ackerson. Motion carried.

Marty Ethridge made a motion and was supported by Olivia Stemen to approve the minutes from April 13, 2022. All in favor. Absent: Jim Ackerson. Motion carried.

The Capital Improvement Plan for the Fiscal Year 2022-23 through 2027-28 was discussed. The CIP includes a couple of key first steps in implementing recent planning projects which include the Parks projects which includes the development of the Parks and Recreation Master Plan and the removal of the Wright Street tennis courts in the upcoming Fiscal Year. The Chicago Street Riverfront Redevelopment (former Klein Tool Building) project is planned, following the approval of a development option with DH Roberts Construction.

Manager Gray provided a brief presentation regarding the 2015-2019 Recreation Master Plan. He reviewed work completed since the Plan was adopted and reviewed a potential scope of updates to the Plan. The scope would focus on updates for existing parks and nonmotorized facilities, as was prioritized in the last Recreation Plan, with incremental improvements that could be completed in phases. A motion was made by Charles Crouch and supported by Annette Sands to recommend that the City Council approve the proposed scoped of updates to the Recreation Master Plan. All in favor. Absent: Jim Ackerson. Motion approved.

Updates were provided by Manager Gray on the following: City Hall Repair, Utilizing 2nd and 3rd floors of City Hall, the Mason's Life-lease on the 3rd floor of City Hall, the Eagles property on Beck Street, the need of officers in the Police Department and the Klein Tool property.

The next meeting is scheduled for August 10, 2022 at 7:00 p.m.

The meeting was adjourned at 8:23 p.m.

Submitted by,

Cynthia D. Means
Clerk

JONESVILLE POLICE DEPARTMENT

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



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

ACTIVITY SUMMARY FOR JULY 2022

Total reports written: 35

Accident, Hit & Run: 0
Accident, Public Roadway:5
Accident, Private Property:3
Alcohol Violations: 0
Assault(s): 0
Burglary: 2
Burglary Alarm: 0
Carrying concealed weapon: 0
CSC: 0
Damage to Property: 1
Domestic Violence: 1
Fraud:1
Felonious Assault: 0
Flee and Elude: 0
General Assist: 6
Larceny: 1
Medical Emergency: 2
Mental Petition: 1
Natural Death: 0
Narcotic violation: 0
Noise Complaint: 0
Nuisance Animals: 0
Obstructing Justice: 0
Other Arrests: (warrants, traffic-DWLS/Revoked, etc.): 6
OUIL/OUID: 0
Retail Fraud: 3
Suspicious situation: 1
Traffic/Moving Violations: 18
UDAA/recovery:0



JONESVILLE FIRE DEPARTMENT

June 2022 SUMMARY

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

Total Calls for 2022 = 119

Total Calls for July= 24

<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>
5	7/3/2022	Shorted Wiring	475 E Chicago St	x				
13	7/6/2022	Fire alarm/ No fire	210 North St	x				
13	7/6/2022	Clean Up	Station					x
9	7/7/2022	Assist Medical	1311 W Moore Rd				x	
9	7/7/2022	Fire Disregard	210 North St	x				
8	7/7/2022	Assist Medical	1311 W Moore Rd				x	
9	7/7/2022	PI Accident	3881 N Hillsdale Rd		x			
5	7/9/2022	Medical Disregard	502 Drake St				x	
7	7/10/2022	Fuel Clean Up	701 Olds Street	x				
7	7/11/2022	Wires Down	8391 Concord RD			x		
6	7/12/2022	PI Accident	US12 &M99	x				
10	7/13/2022	Wires Down	Reading Ave/ Drake St	x				
10	7/13/2022	Wires Down	449 Wright St	x				
10	7/13/2022	Gas Leak	429 Harley St	x				
7	7/13/2022	Wires Down	323 Beck St	x				
12	7/13/2022	Training	Station/City Dump					x
7	7/14/2022	Assist Medical	215 Reading Ave				x	
8	7/16/2022	Wires Down	475 E Chicago St	x				
6	7/18/2022	Pi Accident	2222 W Moore RD		x			
10	7/23/2022	Structure Fire	5411 W Sterling Rd				x	
9	7/24/2022	Structure Fire	5411 W Sterling Rd				x	
9	7/24/2022	PI Accident	Bunn/Jonesville Rd		x			
8	7/24/2022	MVA	Homer/ Ball Rd		x			
7	7/25/2022	Wires Down	Reading Ave/ Olds	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>
38	22	5	35	19

	<u>City</u>	<u>Fayette</u>	<u>Scipio</u>	<u>Mutual</u>	<u>Training</u>
January	2	1	1	5	3
Febuary	4	2		4	3
March	5	3		5	2
April	3	5	1	5	3
May	7	4	1	6	2
June	6	3	1	4	4
July	11	4	1	6	2
August					
September					
October					
November					
December					

MONTHLY OPERATING REPORT

July 2022

SUBMITTED: August 10, 2022

WATER FLOW

MAXIMUM	258,000
MINIMUM	170,000
AVERAGE	193,000
TOTAL	5.994 MG

WASTEWATER FLOW

MAXIMUM	383,000
MINIMUM	294,700
AVERAGE	340,600
TOTAL	10.5583 MG

CALLOUTS: 2 at the Wastewater Plant (Power Failure & Filter Feed Pump Issue)

OPERATION & MAINTENANCE

The plant was not in compliance with the NPDES permit limitations during the month of July 2022. The ammonia nitrogen limit of 0.5 mg/l monthly average and the 2.0 mg/l daily maximum were violated due to the south trickling filter failure.

The Wastewater Plant Laboratory processed 98 Bacteria tests, 22 Nitrate tests and 12 Nitrite tests in July. The annual totals through July 2022 are as follows:

- Total Coliform Bacteria-----650
- Nitrates-----182
- Nitrites-----100

On July 13, 2022 the south trickling filter failed causing the distribution system to tip to one side. The south filter does most of the ammonia nitrogen removal. The failure caused zoogeal growth to die off. Plant Staff made a temporary repair by adding a caster system to the distributor arms and building a track for the casters to ride on. The system was put into service on July 20, 2022 and the ammonia numbers began to decrease. Westech, the supplier, was on site on August 9, 2022 and is preparing an estimate for permanent repairs. Hopefully, permanent repairs can be made later in the month when our ammonia nitrogen limits are relaxed.

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—3.6 mg/l

Average Percent Removal from the Raw Wastewater—98.3 %

Daily Maximum—8 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—3.6 mg/l

Average Percent Removal from the Raw Wastewater—98.0%

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—0.50 mg/l

Average Percent Removal from the Raw Wastewater—89.1%

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—3.256mg/l

Average Percent Removal from the Raw Wastewater—81.8%

Jonesville Daily Maximum—17.5 mg/l

Brian Boyle

Jonesville Dept of Public Works

July 2022

Monthly Report

	Maintenance	Yellow Paint	White Paint	Top Dirt	COLD MIX
STATE HIGHWAYS	0 HR DT 0 HR OT			0 Yd	0 Ton
MAJOR STREETS	0 HR DT 0 HR OT	0 Gal	0 Gal	0 Yd	0 Ton
LOCAL STREETS	0 HR DT 0 HR OT	0 Gal	0 Gal	0 Yd	1/8 Ton
PARKING LOTS	0 HR DT 0 HR OT	0 Gal	0 Gal		0 Ton
POLICE STATION	0 HR OT	0 Gal	0 Gal		
FIRE DEPARTMENT	0 HR OT	0 Gal	0 Gal		
SEWER DEPT	0 HR DT	0 Gal	0 Gal		
LDFA	0 HR OT				0 Ton
WATER	0 HR DT 0 HR OT			0 Yd	0 Ton
PARK				0 Yd	

There were no call outs.

We cold patched Local Streets

We been doing the weekly brush collection.

We finished mowing the road edges.

The Rail Trail limbs were trimmed and mowed.

We replaced a section of water line at the Cemetery as it was leaking.

We have been picking brush with the tractor and dump trucks since the storm on July 13th.

Pavement Solutions was in and crack filled several Major and Local Streets.

Pavement Solutions was in and Chip and fog sealed 2 Major, 7 Local Streets and Ecology Dr.

We hot patched Parkwood Dr, Beck Street and Hillcrest CT. Where we had broken water mains.

Mike Kyser

**CITY OF JONESVILLE
CASH BALANCES**

	June-2022	BANK BALANCE
GENERAL FUND:		
General Fund Now Checking	101-000-001	59,423.30
General Fund CLASS Acct	101-000-007	1,632,425.83
General Fund Cemetery CLASS Acct	101-000-007.100	93,328.85
General Fund Alloc of Assets CLASS	101-000-007.200	414,603.50
MAJOR STREETS:		
Major Streets Now Checking	202-000-001	12,328.09
Major Streets CLASS Acct	202-000-007	556,349.72
LOCAL STREETS:		
Local Streets Now Checking	203-000-001	1,528.46
Local Streets CLASS Acct	203-000-007	650,029.20
STATE HIGHWAY:		
State Highway Now Checking	211-000-001	18,051.92
L.D.F.A.:		
LDFA Operating Now Checking	247-000-001	3,217.42
LDFA Operating CLASS Acct	247-000-007	2,726,126.02
D.D.A.:		
DDA Now Checking	248-000-001	5,550.27
DDA Operating CLASS Acct	248-000-007	65,564.63
SEWER FUND:		
Sewer Receiving Now Checking	590-000-001	47,387.69
Sewer Bond & Interest Checking	590-000-001.300	10.00
Sewer Receiving CLASS Acct	590-000-007	237,495.08
Sewer Plant Improv. CLASS Acct	590-000-007.200	1,392,971.96
WATER FUND:		
Water Receiving Now Checking	591-000-001	27,364.49
Water Receiving CLASS Acct	591-000-007	318,625.22
Water Plant Improvement CLASS Acct	591-000-007.100	385,759.43
Water Bond Reserve CLASS	591-000-007.200	36,707.40
Water RR&I Reserve CLASS	591-000-007.250	30,840.21
Water Tower Maint CLASS Acct	591-000-007.300	52,298.47
Water Maint CLASS Acct	591-000-007.400	66,126.02
MOTOR VEHICLE POOL:		
Motor Vehicle Pool Now Checking	661-000-001	11,602.20
Equip. Replace CLASS - Police Car	661-000-007.301	28,115.35
Equip. Replace CLASS - Fire Truck	661-000-007.336	48,241.91
Equip. Replace CLASS - DPW Equip	661-000-007.463	155,442.32
Equip. Replace CLASS - WWTP/Vactor	661-000-007.590	44,675.73
CURRENT TAX:		
Current Tax Checking	703-000-001	1,143.78
Current Tax Savings Account	703-000-002	0.00
PAYROLL FUND CHECKING:		
	750-000-001	2,533.05
GRAND TOTAL		9,125,867.52



**SUNSET VIEW CEMETERY ACTIVITY REPORT
JULY 2022**

	Lot Sales*	Interments				Foundations Purchased	Burial Rights Transfers	Disinterments
		Adult	Child	Infant	Cremation			
January	0	1	0	0	0	0	0	0
February	0	0	0	0	0	0	0	0
March	2	0	0	0	0	1	0	0
April	0	1	0	0	2	1	0	0
May	0	1	0	0	3	1	0	0
June	2	3	0	0	2	1	0	0
July	2	1	0	0	1	3	0	0
2022 Totals	6	7	0	0	8	7	0	0

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

June/July Activities:

- Board approvals for property exchange with Jonesville Community Schools

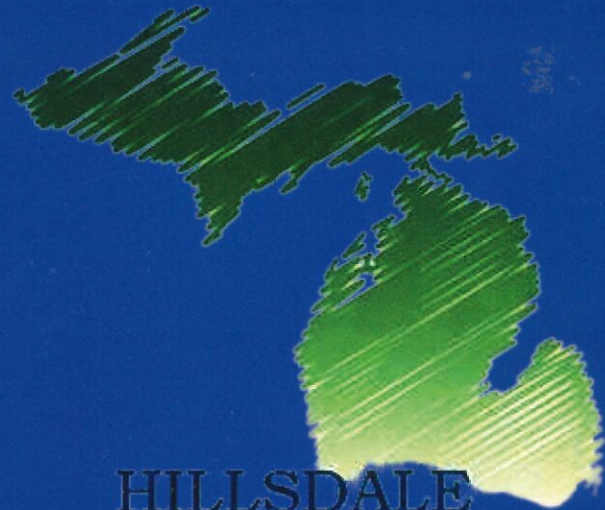
August/September Focus:

- Routine summer grounds maintenance

Joneville City

Thank you is not enough
to express our appreciation for your
generous donation to the
Countywide tire collection. Thank
you for partnering with the
Conservation District to make this
event successful!

Jenny Lemminger
District Manager



HILLSDALE
CONSERVATION DISTRICT

"CONSERVING HILLSDALE
COUNTY SINCE 1944"