



**CITY OF JONESVILLE
COUNCIL AGENDA
DECEMBER 21, 2022 - 6:30 P.M.
JONESVILLE CITY HALL, 265 E. 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. Request to Amend the Zoning Ordinance – Keeping of Chickens

[Action Item]

B. City Hall Architectural Services

[Action Item]

C. Citizens of the Year - 2023

[ROLL CALL][Action Item]

D. Additional Security Cameras – Wright Street Park

[Action Item]

E. Service Agreement – Hillsdale County Equalization Department

[Action Item]

F. 2023 Meeting Calendar

[Action Item]

G. DDA and LDFA Annual Reports

[Action Item]

7. COUNCIL MINUTES

A. November 16, 2022 Regular Meeting

[Action Item]

8. ACCOUNTS PAYABLE

A. Accounts Payable for December 2022 totalling \$190,683.51

[Action Item]

9. BOARD AND COMMISSION MINUTES

[Action Item]

A. Economic Development Partnership of Hillsdale County – September 8, 2022 (Gray)

B. Cemetery Committee – October 12, 2022 (Guyse)

C. Local Development Finance Authority – October 19, 2022 (Arno)

D. City Facilities Recommending Committee – November 7, 2022 (Humphries/Penrose)

E. Downtown Development Authority – November 8, 2022 (Arno)

F. Planning Commission – November 9, 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: December 16, 2022
Re: Manager Report and Recommendations – December 21, 2022 Council Meeting

6. A. Request to Amend the Zoning Ordinance – Keeping of Chickens [Action Item]

The Hutchinson family addressed the Council at the November regular meeting, requesting consideration of an amendment to the Zoning Ordinance to allow the keeping of chickens on residential properties in the City. Mayor Arno has requested that the item appear on the Council agenda for discussion and possible action. A staff memorandum is attached that explains the current ordinance and Council options regarding the request. *Please refer to the staff memo and the request from the Hutchinson family.*

6. B. City Hall Architectural Services [Action Item]

The City Facilities Recommending Committee is made up of representatives of the City Council, Downtown Development Authority and Planning Commission. The group has met on two occasions to discuss interior repairs and renovation of the upper floors of City Hall, resulting from storm damage. The Committee reviewed a proposal from Brenda Rigdon, Principal with the Black Raven Architects firm, for architectural design services to consider scenarios for the use of the upper floors of City Hall for City facilities. The Committee was also presented with a grant proposal from the Economic Development Partnership of Hillsdale County that would cover the full \$22,000 cost of those services.

The proposal would provide an existing conditions survey, schematic design (including up to 3 conceptual floor plans), a cost estimate, and financial analysis for accomplishing the preferred alternative. The design and cost analysis is intended to provide sufficient information to the City Council to determine if use of the upper floors of City Hall for public purposes is feasible. If so, additional design and construction drawings would be needed for project bidding and building permit purposes.

Following review, the Committee acted to recommend that the City Council proceed with the proposal for work and acceptance of the grant funds. I recommend that the Council consider a motion to accept the Committee recommendation and authorize the City Manager to execute the proposal for architectural services and letter agreement for grant funds. *Please refer to the Architectural Design Services proposal, EDP letter agreement, and Facilities Committee minutes.*

6. C. Citizens of the Year - 2023 [ROLL CALL][Action Item]

In March of 2020, the Citizenship Committee selected two adults and two youth to honor for their respective contributions to the City as Citizens of the Year. Before the Committee could present their recommendation to Council, the pandemic changed our plans. The Committee has recently met and is recommending that their previous nominees be recognized at an awards ceremony on Tuesday, April 18th at 7:30 p.m. The Citizenship Committee will release the nominee names at the meeting. I would recommend that the Council concur with the Committee recommendation through the approval of Resolutions 2022-13, 14, 15 and 16. A motion and roll call vote are necessary to approve the Resolutions. I also recommend a motion to approve an agreement to move the event to The Sauk Theater and authorize the City Manager to execute the same. *Please refer to attached Resolutions and agreement.*

6. D. Additional Security Cameras – Wright Street Park **[Action Item]**

Following recent acts of vandalism at the Park, we have discovered that there are some gaps in security coverage. In addition, one camera has been vandalized. We did not anticipate additional cameras in the budget, but would ask Council to consider the quote in the amount of \$1,183.40 from DMCI. There are sufficient funds in the General Fund fund balance for this expense. Alternatively, the request could be deferred and included in the next fiscal year budget. *Please refer to the attached quote.*

6. E. Service Agreement – Hillsdale County Equalization Department **[Action Item]**

The County Equalization Department is proposing a three-year agreement for assessing and GIS-mapping related services. There is no change in the cost of services from our current agreement. I recommend a motion to approve the agreement, with the selection of Option 2 and utilizing the City Assessor's data for the printing of tax bills, and authorize the Mayor and Clerk to execute the same. *Please refer to the proposed service agreement.*

6. F. 2023 Meeting Calendar **[Action Item]**

Consistent with the current meeting schedule, the draft calendar proposes that meetings be held on the third Wednesday of each month at 6:30 p.m. Meeting dates and times may be adjusted, as deemed appropriate by the Council. It will be necessary to take up a motion to approve the 2023 meeting calendar. *Please refer to the attached draft calendar.*

6. G. DDA and LDFA Annual Reports **[Action Item]**

Effective January 1, 2019, the State of Michigan has adopted new public informational meeting requirements that effect both the DDA and the LDFA. These requirements include the preparation and publishing of an annual activity report. The attached reports for the two boards were presented at their regular meetings in November and December. I recommend a motion to receive the annual reports and place them on file. *Please refer to the DDA and LDFA Annual Reports.*


Correspondence:

- MML re: Newly Elected Official Training
- Comcast re: Price Changes



MEMORANDUM

TO: City Council

FROM: Jeffrey M. Gray, City Manager 

DATE: December 15, 2022

SUBJECT: Keeping of Chickens

The City Council has received a request to consider an amendment to the City's Zoning Ordinance to allow the keeping of chickens on residential properties in the City. The purpose of this memorandum is to explain the current ordinance regarding the keeping of animals, typical considerations regarding the keeping of chickens, additional considerations regarding ordinance amendments, and Council options with regard to consideration of an ordinance amendment.

Current Zoning Regulations

The current regulations regarding the keeping of animals are described in Section 2.31 of the Zoning Ordinance. The section reads as follows:

SECTION 2.31 KEEPING OF ANIMALS

The keeping, housing, raising, use or care of animals not associated with and accessory to a bona fide agricultural operation is permitted within any zone district subject to the following limitations and conditions:

- A. Dogs and cats may be kept as household pets on a non-commercial basis provided that the number of such animals in any combination, does not exceed six (6) in Fayette Township, or four (4) in the Village of Jonesville. Dogs and cats six (6) months of age or younger shall not be counted toward this total. Customary household pets include such animals as, rabbits, birds, and similar animals may be kept without restriction. However, ***customary household pets shall not include*** pigeons, ***chickens***, ducks, geese, goats, sheep, pigs, and other farm livestock. [*emphasis added*]
- B. Animals other than household pets may be kept subject to the following requirements:
 1. Minimum lot size of three (3) acres for the first two (2) animals.
 2. An additional one-half (1/2) acre for each additional animal provided that no more than a total of twenty (20), acres shall be allowed to accommodate animals under this limitation.

3. When animals are kept or permitted to roam outdoors, an adequate fence shall be provided and maintained to confine said animals from adjoining property and roads.

Currently, residents are only permitted to keep chickens and other livestock if they own a minimum of three (3) acres. They may keep up to two animals on those acres, and an additional animal for each ½ acre that they own in addition to the initial three acres.

Considerations for the Keeping of Chickens

Ordinances that allow the keeping of chickens are typically put in place to allow egg production on residential properties. Such ordinances often address the following issues:

- Who can keep chickens? An ordinance amendment would describe the types of properties and zoning districts where chickens could be kept. The City must describe the general conditions where the use would be allowed and cannot pick and choose individual lots or properties. If the intent is to allow chickens in the yards of single-family homes, for example, the ordinance would likely be something like: as an accessory use to and single family detached dwelling in the R-1, R-2 or R-3 residential zoning districts. That would mean that chickens could be kept on any conforming residential property, provided that the other requirements of the ordinance could be met. The Council could consider other uses and districts where chickens could be kept, if there were a desire to allow them at apartments or commercial properties, for example.
- Roosters or not? Because ordinances are typically for egg production and roosters can be noisy, it is common for roosters to be prohibited.
- How many? There is normally a decision about the right number of chickens that would be considered “accessory to a single-family residence” that is, the right number to produce eggs for a family, versus creation of a commercial operation. Data shows that a chicken typically lays 5 eggs per week. Ordinances vary, but a common range is anywhere from 4-6 chickens.
- What about the livestock value of chickens, aside from eggs? There is normally consideration of whether on-site slaughtering of chickens will be permitted.
- Where will they be kept? Few people are on the fence (no pun intended) about the keeping of chickens in town. Those opposed will likely express concerns about odor, noise, rodents, predators, and containment of a neighbor’s chickens. An ordinance would need to address placement on the property (front, side, back of home), distance of fencing and shelters from property lines and buildings on neighboring lots, sanitary condition of the enclosure, whether fencing and enclosures have to be covered, etc. The language of these standards is important so that it is clear to owners of chickens, neighbors, and enforcement staff. The nature of containment of chickens, storage of feed, and distances from property lines can be defined with clear, measurable requirements. Noise and odor complaints will be very difficult to address because these are subjective – what is too noisy or too smelly is hard to quantify. Likewise, there is little the City can do about attraction of natural predators of chickens within the City, like raccoons or coyotes.

- What about bird flu? Avian influenza is known to be transmitted between wild birds and back yard poultry. There is no known public health risk from avian influenza, as it has not been shown to be transmitted to humans. There are recommended biosecurity measures to reduce the transmittal of influenza among birds, since the spread can ultimately risk commercial food operations. A local ordinance would not typically address biosecurity measures, as City staff would lack the expertise and resources to address these issues. Additional information about avian influenza can be found on the Michigan Department of Agriculture and Rural Development webpage here: <https://www.michigan.gov/mdard/animals/diseases/avian/avian-influenza>
- What about permits and fees? Permitting requirements, including information to be submitted with a request for chickens and permit fees would normally be addressed by Council, but not typically included in the ordinance.

Additional Considerations Regarding Ordinance Amendments

There are some general considerations and questions that staff would anticipate that the Council might have about an ordinance amendment:

- What is the process to amend the Zoning Ordinance? If Council is inclined to consider an amendment to the Zoning Ordinance, it would need to refer the matter to the Planning Commission. The Commission would develop an amendment, hold a public hearing, and recommend an action to the City Council. The Council would also hold a public hearing before acting on the Planning Commission's recommendation.
- Why hasn't the City already amended to Ordinance to allow the keeping of chickens? The City has a fairly traditional ordinance regarding the keeping of animals: household pets may be kept in town, livestock and other agricultural practices on large lots in the City, with most agricultural activity taking place on lots that surround the City. Urban agriculture ordinances are relatively new (a trend within the last 10 to 20 years) and in most cases, cities have to amend an ordinance if they decide to opt in.
- If the City does not receive a request, when does it normally decide to amend a Zoning Ordinance? The City's Zoning Ordinance is based on a Master Plan. In 2018, we held extensive public input sessions to learn the community's vision for the growth and development of the City. Those priorities are summarized in the attachment to this memo. The staff, Council and development boards have directed their scarce time and financial resources into addressing these community priorities first. Amending the Zoning Ordinance to allow the keeping of chickens has not previously come up as a community priority.
- Can the City Council choose priorities other than those that the community identifies. Yes, of course. New information, emerging trends, or changes in conditions often cause the City Council to examine and change its priorities. It is always good practice to consider where the new priority fits with old ones and to help identify the time or financial resources that should be redirected.

Options

There are at least three options for the Council to consider after considering additional information and discussion on the matter:

1. **Refer the matter to the Planning Commission for development of an ordinance to allow the keeping of chickens on residential properties in the City.** If Council determines that the matter should be considered, the Planning Commission would prepare the ordinance, schedule and hold a public hearing, and recommend an action to the City Council.
2. **Take action to decline to amend the ordinance.** If the Council determines that it has other priorities and/or concerns associated with development of an ordinance, it could take a motion to not consider the matter at this time.
3. **Do nothing/take no action at this time.** I know that we all appreciate the thoughtful request and presentation that has been received. However, it is a single request. The Council could keep open the possibility of considering the matter in the future if other competing priorities are accomplished.

Attachments:

1. Master Plan Excerpts:
 - a. Public Input
 - b. Implementation

General Information

Please provide any general comments:

Survey respondents were asked to provide general comments regarding Jonesville. Responses to this open-ended question are grouped and summarized as follows.

- There were many positive comments in general, as well as specifically regarding City government, the survey, and Jonesville Community Schools.
- There were various calls for economic development including the need for: more recreation, more entertainment and shops/ restaurants, historic/nature preservation, downtown improvements, and more shops/restaurants.

Framing Jonesville's Future

Approximately 38 people (excluding staff and consultants) attended a public meeting on March 7, 2018, to hear the results of the community survey and to prioritize the issues identified by that public involvement effort. Lisa Miller, MMK Consulting, summarized the results of the community survey, identifying the following listing of issues culled from survey responses:

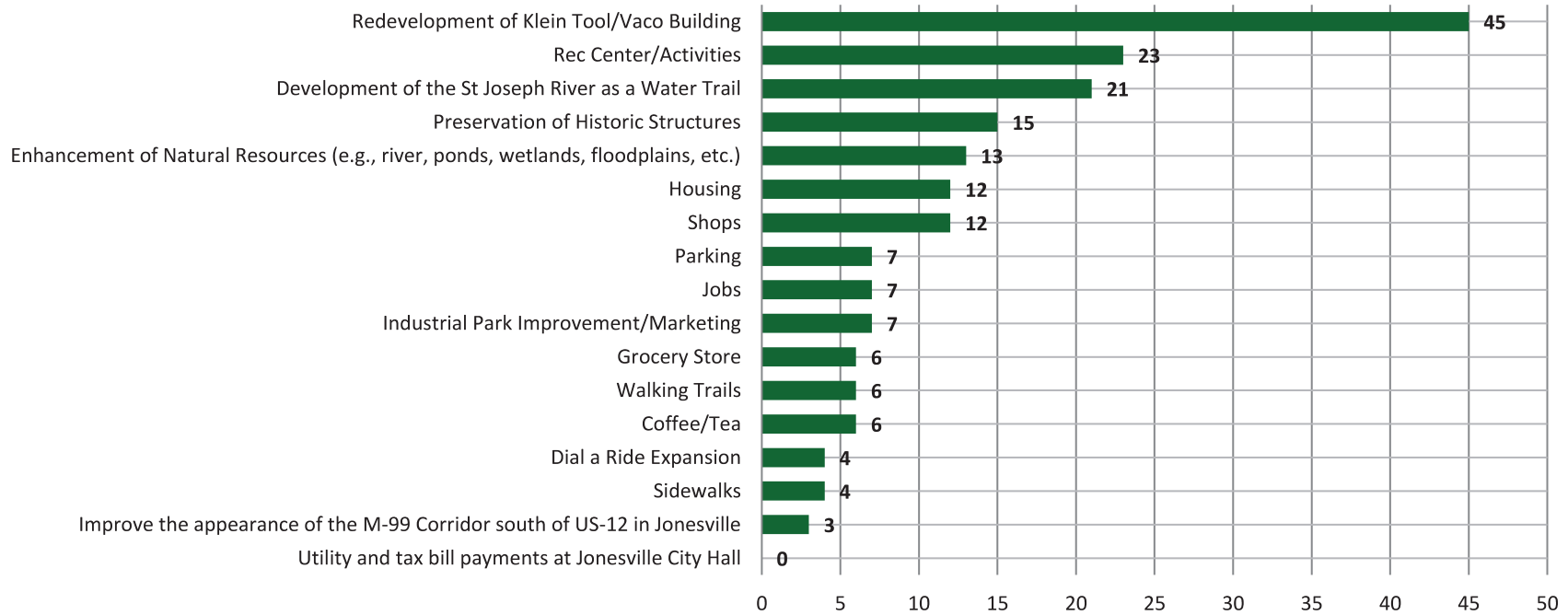
- Jobs
- Industrial Park Improvement/Marketing
- Redevelopment of Klein Tool/Vaco Building
- Sidewalks
- Rec Center/Activities
- Housing
- Shops
- Grocery Store
- Walking Trails
- Parking
- Preservation of Historic Structures
- Enhancement of Natural Resources (e.g., river, ponds, wetlands, floodplains, etc.)
- Development of the St Joseph River as a Water Trail

- Improve the appearance of the M-99 Corridor south of US-12 in Jonesville
- Utility and tax bill payments at Jonesville City Hall

The following issues were added to the listing at the request of meeting participants:

- Coffee/Tea Shops
- Dial a Ride Expansion

Meeting participants were then asked to prioritize the listing of issues. Each participant was given 5 stickers to place on the issues they thought to be most important. The stickers could be placed on 5 different issues, all on 1 issue, or any combination in between.





The Sauk Theatre

CHAPTER 5

IMPLEMENTATION

The successful pursuit of plan goals and objectives requires an aggressive implementation strategy. Accordingly, the following table establishes the priority, responsible parties, and possible funding sources for each objective. A key defining priority terms (i.e., near, mid, and long) and the abbreviated codes for the responsible parties and possible funding sources are located at the end of the table.

Goals and Objectives	Priority			Responsible Parties	Possible Funding Sources
	Near Term	Mid Term	Long Term		
Goal — Encourage the development of housing quantities and types that will meet current and anticipated market needs.					
Objective — Collaborate with the Hillsdale County Board of Realtors, Hillsdale County Economic Development partnership, area local government officials, and others to determine market needs and attract developers to meet those needs.				CS • PC	GF
Objective — Consider housing types needed to meet market demands; increase awareness regarding potential missing middle housing types that could meet demands.				CS • PC	GF
Objective — Evaluate current housing policies and regulations and determine changes and amendments needed to encourage market development of needed housing.				PC • CC	GF
Objective — Evaluate current zoning policies and regulations and determine needed changes and amendments to encourage market development of needed housing.				PC • CC	GF
Goal — Encourage the maintenance, improvement, and preservation of important historic homes and neighborhoods.					
Objective — Initiate a conversation with community property owners, residents, the Planning Commission, and other stakeholders regarding the desired outcomes of preservation measures.				CS • PC	GF
Objective — Seek technical assistance to complete an inventory of significant properties through resources such as the Michigan Historic Preservation Network (MHPN), the State Historic Preservation Office (SHPO), and the Redevelopment Ready Communities® program.				CS • PC	GF • MEDC • SHPO
Objective — Assure opportunity for public input on potential policy and ordinance amendments.				PC • CC	GF
Goal — Assist the reuse and/or redevelopment of the Klein Tool property.					
Objective — Complete a feasibility study addressing approximate costs and measures for various use and development options.				DDA • PC	GF • DDA • MDEQ
Objective — Seek technical assistance from the Redevelopment Ready Communities® program to engage in marketing the property.				DDA • PC	GF • DDA • MEDC

Goals and Objectives	Priority			Responsible Parties	Possible Funding Sources
	Near Term	Mid Term	Long Term		
Objective — Accomplish a productive public or private use of the property that results in public benefit, reinvestment in the site, new tax base, and/or additional jobs in the Downtown.				DDA • PC • CC	GF • DDA • MEDC • MDEQ • MDNR • PS
Objective — Maintain relationships with the Michigan Economic Development Corporation (MEDC), Michigan Department of Environmental Quality (MDEQ), Michigan Department of Natural Resources (MDNR), and others to assure technical and financial assistance to accomplish a redeveloped site.				CS	GF • MEDC • MDNR • MDEQ
Goal — Support and assist the Downtown Development Authority (DDA) in maintaining the Downtown infrastructure.					
Objective — Devote appropriate time and financial resources to the 2019 Michigan Department of Transportation (MDOT) signal modernization project.				CS • DDA	DDA • MDOT
Objective — Engage in cost estimating and planning of maintenance improvements to the Chicago Street (US-12) streetscape (sidewalks, lighting, street furniture, etc.).				CS • DDA	DDA • MDOT
Objective — Plan and design the South Parking Lot utility burial and resurfacing project.				CS • DDA	DDA
Objective — Support the Downtown Development Authority with the annual review of the Capital Improvements Plan for needed infrastructure improvements.				DDA • PC • CC	GF • DDA
Goal — Encourage the preservation of important historic properties in the Downtown.					
Objective — Initiate a conversation with Downtown property owners, businesses, the Planning Commission, and other stakeholders regarding the desired outcomes of preservation measures.				CS • PC	GF
Objective — Assist property owners, developers, and tenants with finding resources, tax credits, and other available incentives to offset development costs.				CS • PC	SHPO • MEDC • PS
Objective — Continue to implement the form-based code Downtown to encourage in-fill construction and building redevelopment consistent with the traditions and established character of Downtown.				CS • PC • CC	GF
Goal — Collaborate with the DDA, Jonesville Business Association, and others to recruit additional retail and other commercial uses, and upper-story residential uses, to vacant buildings and sites.					
Objective — Complete engagement in the Redevelopment Ready Communities® program in order to utilize technical assistance with Downtown marketing, promotions, and branding efforts.				PC • CC	GF
Objective — Improve development approval literature to clarify development procedures and partnerships.				PC • CC	GF

Goals and Objectives	Priority			Responsible Parties	Possible Funding Sources
	Near Term	Mid Term	Long Term		
Objective — Consider Downtown directional signage and other branding initiatives and parking improvements to support business recruitment and retention.				DDA • PC	GF • MS • LS • DDA • MEDC
Goal — Evaluate small HC (Highway Commercial) zoned properties and consider potential map and/or text amendments that assure long-term viability.					
Objective — Review recently issued variances for parcels on East Chicago Street (US-12).				CS • PC	GF
Objective — Evaluate other similarly sized parcels on West Chicago Street (US-12) and Olds Street (M-99) near Downtown.				CS • PC	GF
Objective — Consider whether Zoning Ordinance amendments are needed/warranted to assure continued viability of these parcels for use and re-use.				PC • CC	GF
Goal — Consider appropriateness of amendments to sign regulations to address electronic signage.					
Objective — Evaluate demand for such signs and consider whether amendments are desirable/advisable.				CS • PC	GF
Objective — Consider Zoning Ordinance amendments identified during the evaluation of the issue.				PC • CC	GF
Goal — Improve the appearance of the Olds Street (M-99) corridor south of Chicago Street (US-12).					
Objective — Coordinate aesthetic and safety improvements in the Olds Street (M-99) right-of-way with future work planned by the Michigan Department of Transportation.				CS • DDA	GF • DDA • MDOT
Objective — Collaborate with the DDA regarding potential funding/local match to address project costs.				DDA • PC • CC	GF • DDA • MDOT
Goal — Support Local Development Finance Authority (LDFA) efforts to improve and enhance industrial infrastructure.					
Objective — Address circulation needs in the Gaige Street and Reading Lane area.				CS • LDFA	LDFA • MDOT • USEDA
Objective — Support efforts to provide affordable broadband internet service to industrial businesses and properties.				CS • LDFA	GF • LDFA • MEDC
Objective — Continue coordination across multiple boards on 6-year Capital Improvement Plan (CIP) to address future needs.				LDFA • PC • CC	GF
Goal — Assist with planning future needed expansions of the Jonesville Industrial Park.					
Objective — Assess the development needs of the Industrial Park.				LDFA	GF • LDFA • MEDC

Goals and Objectives	Priority			Responsible Parties	Possible Funding Sources
	Near Term	Mid Term	Long Term		
Objective — Support efforts to plan for land acquisition, design, and infrastructure expansion that may be needed to recruit future business development.				LDFA • PC • CC	GF • LDFA • MEDC
Goal — Renovate and maintain existing recreation facilities and park areas as needed.					
Objective — Complete concept plans with projected budgets for the renovation of the Wright Street and Carl Fast Parks.				CS • PC • CC	GF
Objective — Incorporate needed renovations in the Capital Improvement Plan (CIP) and annual budget.				PC • CC	GF • MDNR
Objective — Consider future recreation program offerings with facility designs.				CS • CC	GF
Goal — Improve public access to the St. Joseph River to enhance its use as a water trail.					
Objective — Explore the feasibility of trail and sidewalk extensions to the River, and canoe and kayak launch sites on the River, where possible.				CS • PC	GF • MS • LS • MDNR
Objective — Cooperate with businesses and institutions to provide new or enhanced opportunities for canoeing, kayaking, and other river activities.				CS • PC • CC	GF • MS • LS • MDNR
Objective — Continue to support projects that improve river access for Riverfest and other activities.				PC • CC	GF
Goal — Enhance existing natural resources.					
Objective — Maintain and improve existing public natural spaces.				CS • CC	GF • MDNR
Objective — Consider sidewalk and trail extensions that connect natural areas and that are designed to improve awareness and knowledge of conservation efforts and practices.				CS • PC • CC	GF • MS • LS • MDNR
Objective — Continue to support those businesses and organizations that promote the cleanup of the St. Joseph River and other public spaces.				CS	GF
Goal — Plan, design and execute the continued maintenance of the City’s public infrastructure.					
Objective — Continue the annual review and updating of the City’s Capital Improvement Plan.				CS • DDA • LDFA • PC • CC	GF
Objective — Devote appropriate time and financial resources to the completion of priority projects, including water system improvements, street maintenance, and the proper care of the City’s buildings and grounds.				CS • CC	GF • LDFA • DDA • MS • LS

Goals and Objectives	Priority			Responsible Parties	Possible Funding Sources
	Near Term	Mid Term	Long Term		
Objective — Seek opportunities for emerging infrastructure technologies.				CS • CC	GF • LDFA • DDA • MS • LS • MEDC • MDEQ
Goal — Prioritize development where infrastructure already exists.					
Objective — Identify those sites with adequate infrastructure for planned development and market them first.				CS • PC	GF • DDA • LDFA
Goal — Expand the City’s non-motorized paths and sidewalk network.					
Objective — Develop a plan for the prioritization of path and sidewalk extensions that considers filling gaps, and connecting important destinations.				CS • PC	GF
Objective — Incorporate extensions into annual capital planning.				PC • CC	GF • MS • LS • MDNR
Objective — Consider needed improvements in conjunction with planned street projects.				CS • CC	GF • MS • LS • MDNR
Goal — Formalize development ready practices.					
Objective — Prepare a stated Public Participation Policy that reflects existing efforts to include stakeholders in important City decisions and actions.				CS • PC • CC	GF
Objective — State in writing current development practices and formalize a development guide to aid the public in development procedures.				CS • PC • CC	GF
Objective — Seek technical assistance from Redevelopment Ready Communities® program staff in the development of a marketing plan.				CS • PC • CC	GF
Goal — Keep other plans and strategies updated.					
Objective — Update the joint recreation plan with Fayette Township—or develop a standalone plan—for 2020 in order to maintain eligibility for grants through the Michigan Department of Natural Resources (MDNR) and to include any new projects.				CS • PC • CC	GF
Objective — Annually review the City’s Economic Development Strategy with the Downtown Development Authority (DDA) and the Local Development Finance Authority (LDFA) for its implementation status and any needed amendments.				CS • DDA • LDFA • PC • CC	GF
Objective: Consider the general revision and update of the Zoning Ordinance.				CS • PC • CC	GF

Key:		
Priorities	Responsible Parties	Possible Funding Sources
Near Term = 1 to 3 years	CC = City Council	DDA = Downtown Development Authority
Mid Term = 3 to 5 years	CS = City Staff	GF = General Fund
Long term = 5 years or more	DDA = Downtown Development Authority	LS = Local Street Fund
	LDFA = Local Development Finance Authority	LDFA = Local Development Finance Authority
	PC = Planning Commission	MDEQ = Michigan Department of Environmental Quality
		MDNR = Michigan Department of Natural Resources
		MDOT = Michigan Department of Transportation
		MS = Major Street Fund
		PS = Private Sector
		SHPO = State Historic Preservation Office
		USEDA = U.S. Economic Development Administration

November 9, 2022

City of Jonesville
265 E Chicago Street
Jonesville, MI 49250

Dear Mayor, Councilmen, and Councilwomen,

We are writing to ask that the city of Jonesville change the current zoning ordinance regarding the keeping of animals to allow for people to keep chickens within the city limits. In the last few years life has changed in many ways. One thing that seems really different is that sometimes at the grocery store certain items are not there. Our family hopes that the city of Jonesville will allow its residents within the city limits to take measures to take care of themselves by producing their own food through owning chickens.

There are several reasons why we are asking for this change of ordinance not only for ourselves but for everyone in the city. The benefits of chicken ownership are many. Most importantly, chickens provide a healthy food source. Not only are eggs healthy but hens lay eggs all year, so it is also a consistent food source, even though they slow down their laying in the cold months. In addition, owning chickens provides educational opportunities in biology, economics, responsibility, and animal care. Chickens also serve as bug control in the yard and enrich the soil with fertilizer for a more productive garden.

There are many reasons why chickens work well in a neighborhood.

1. They are not aggressive to people and can be quite friendly and entertaining.
2. If you do not have a rooster, they do not make much noise.
3. They do not require much space. According to the Generally Accepted Agricultural Management Practices (GAAMPS) the recommendation is that each laying hen have 1 square foot of space. So the total space required to house a flock of chickens is roughly the size of a dog house.

Cities have created requirements for chicken ownership that help address concerns of neighbors. Attached is a comparison chart among cities that allow chicken ownership in and around Lansing, MI. This is a copy of a document that was created in Delta Township (Eaton County) when they were exploring the addition of a chicken ordinance, which was passed in 2017.

ATTACHMENT A

People make many arguments against backyard chicken flocks. ATTACHMENT B lists some of those. We have researched answers to those questions.

Last, ATTACHMENT C begins with the city of Jonesville's current ordinance (Section 2:31) that talks about chickens. We ask that you take chickens off the list of "what customary pets shall not include" and allow a separate rule for chickens. Other examples of how cities have done that are listed below Section 2:31.

It is our hope that the City will consider our request to change the city zoning ordinance.

Thank you for your time.

Sincerely,

Isabelle Hutchinson

Isabelle Hutchinson, age 13

Vivian Hutchinson

Vivian Hutchinson, age 9

Agnes Hutchinson

Agnes Hutchinson, age 7

Silas Hutchinson

Silas Hutchinson, age 11

Rosie

Rosie Hutchinson, age 4

Allison Hutchinson & Eric Hutchinson, parents
315 East Street
Jonesville, MI 49250

Comparison Chart: Chicken Regulations

Attachment A

	Meridian Township	Charlotte	Portland	East Lansing	City of Lansing
Coop Required	Yes	Yes	Yes	Yes	Yes
Slaughtering Prohibited	No	Yes	Yes	Yes	Yes
Fencing Required	Yes	Yes	Yes	Yes	Yes
Setback Required from Chicken Enclosure to Adjacent House	10 ft from side/rear property line	15 ft to any property line	10 ft from a property line, 40 ft to a house on adjacent property	10 ft from an adjacent property line	10 ft from a property line, 40 ft to a house on adjacent property.
Containers Required for Feed	Yes	Yes	Yes	Yes	Yes
Sale of Eggs or Chickens Prohibited	Yes	No	No	No	No
Separation Requirement Between Chicken Sites	No	No	No	No	No
Can adjacent property owners veto Chicken Raising?	No	No	No	No	No
Notes	<i>Chickens and Rabbits regulated together</i>	<i>No more than 10 permits may be outstanding at anytime</i>	<i>40ft setback may be waived if neighbors consent</i>		<i>Setbacks may be waived if neighbors consent</i>

Comparison Chart: Chicken Regulations

	Meridian Township	Charlotte	Portland	East Lansing	City of Lansing
Year of Chicken Regs	2011	2016, original regulations in 2012	2010	2009	2011
Permitted By-Right Or as Special Use	By Right	By Right	By Right	By Right	By Right
Registration Required	Yes	Yes	Yes	Yes	No
Longevity of Registration	=	2 Years	3 years	5 Years	=
Must the Chicken raiser reside on the premises	Yes	=	=	=	=
Fee Required	Yes	=	=	=	=
Do Private restrictions supersede the Zoning Rules?	Yes	Yes	Yes	Yes	=
Max # of Chickens	4	6	4	4	5
Min Lot Size Requirement	10,000 sq ft	No	No	No	=
Chickens Limited to Back Yards?	Yes	Yes	Yes	Yes	No
Roosters Prohibited	Yes	Yes	Yes	Yes	Yes

Attachment B

-Concern: Chickens produce too much waste and they are smelly.

Response: Chickens themselves do not smell. Odors come from ill kept coops. In the same way that other animals cause odors if they are not properly cared for. One 40-pound dog produces more waste in a week than 10 chickens (backyardchickencoops.com). While chicken manure can be converted easily into fertilizer to help your garden grow, you cannot do the same with dog and cat waste. In the city of Jonesville, you can have 4 dogs of any size and breed and so there is clearly some allowance for animal waste already in place.

-Concern: If chicken feed is improperly stored it may result in a rodent problem.

Response: A city can require that individuals buy the proper storage containers to prevent rodents.

-Concern: Chickens are too loud for a neighborhood.

Response: All city ordinances we have looked at that allow for chickens restrict people from owning roosters. Hens are quiet and pleasant.

-Concern: There is much agriculturally zoned land just outside the city limits of Jonesville. This should provide ample area for people to raise chickens and other animals if they would like.

Response: The cost of moving for the purpose of raising chickens is too much.

-Concern: Backyard chickens will spread the bird flu.

Response: First, bird flu doesn't really spread to people so it isn't a concern about Harming people around us. Most of the problems with bird flu are in large commercial farms.

Attachment C

Traverse City, MI

- (3) Chickens may be kept according to the following conditions:
- a. A maximum of four hens may be kept per parcel. Roosters are prohibited.
 - b. Slaughtering chickens outdoors is prohibited.
 - c. Chickens shall be provided, and remain within, a fully enclosed shelter with an optional covered fenced enclosure in the rear yard.
 - d. Enclosures shall be located at least 25 feet from any dwelling on a neighboring parcel.
 - e. No chicken shall be kept on parcels with more than one dwelling.

Grand Rapids, MI

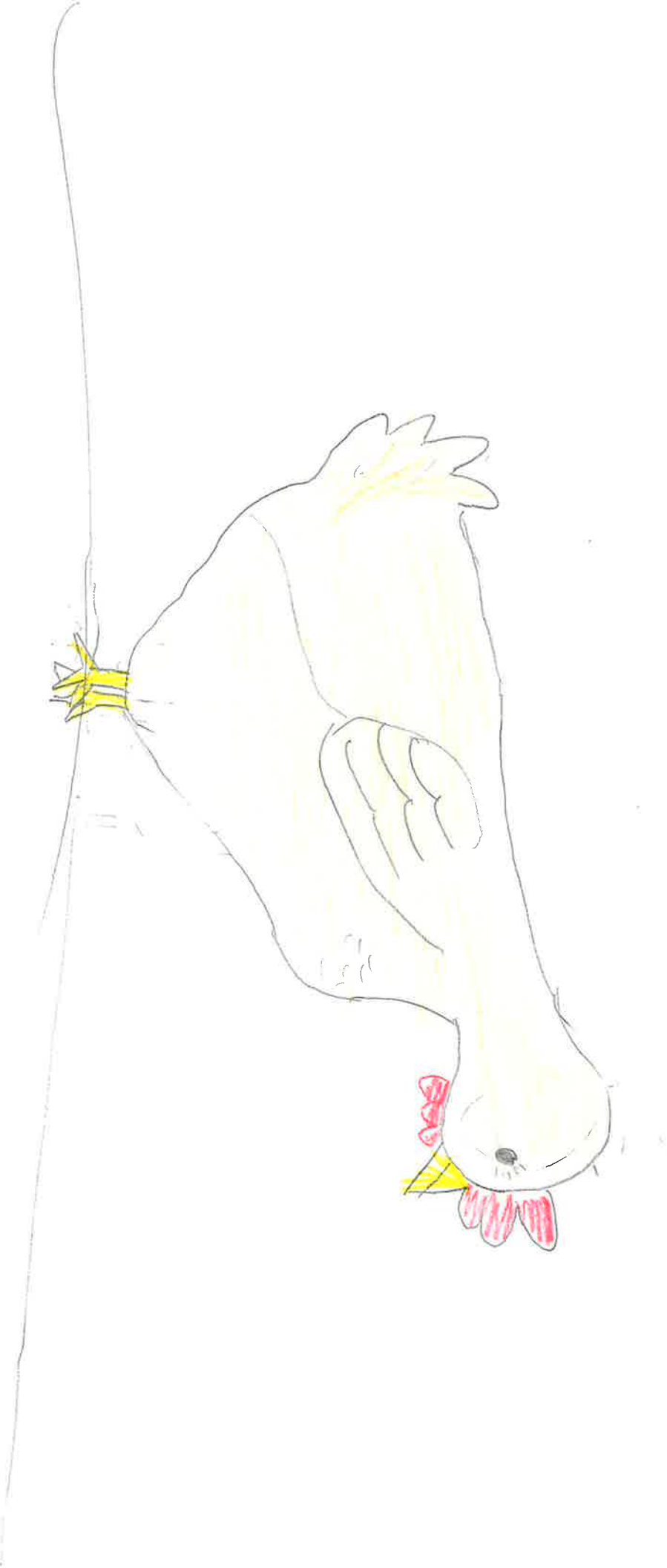
- **Sec. 9.219. - Chickens.**
- (1) Chickens may be kept in the City with a valid Chicken Permit subject to the following conditions:
- (2) Chickens may only be kept on a lot containing a single-family or two-family dwelling. No person shall allow chickens to be kept on a lot containing a multi-family dwelling.
- (3) Chickens may only be kept on a lot which is at least 3,800 square feet in size.
- (4) Chickens may only be kept by an occupant of a dwelling unit located on the real property on which the chickens are kept.
- (5) Chickens must be kept in and confined in a properly designed and constructed coop or chicken house, or a fenced and covered enclosure, which may be located only in the "rear yard" of the property, as that term is defined in Chapter 61 of this Code, known as the Zoning Ordinance. The Planning Director may permit an alternate placement where a rear yard does not exist due to existing building placement or for properties that do not have a rear yard, providing that there are no detrimental effects on adjacent properties.
- (6) Each fenced and covered enclosure shall be designed with adequate yard space for each chicken, and the coop or chicken house and the fenced and covered enclosure combined shall not cover more than 50% of the rear yard. Enclosures must be clean and resistant to predators and rodents.
- (7) Each fenced and covered enclosure shall be located at least ten (10) feet from any lot line.
- (8) No person shall keep or allow to be kept more than four (4) chickens on a lot which is less than 5,000 square feet in size.

- (9) No person shall keep or allow to be kept more than six (6) chickens on a lot which is 5,000 square feet or greater in size.
- (10) Chicken feed must be in rodent resistant and weather proof containers.
- (11) Chickens may not be butchered, slaughtered, or otherwise killed, for any reason or any purpose, on any real property on which chickens may be kept pursuant to this ordinance.
- (12) The person keeping the chickens shall abide by all health and safety standards of the City's Property Maintenance Code.
- (13) Roosters are expressly prohibited, regardless of the age or maturity of the bird.
- (Ord. No. 2015-13, § 1, 2-24-15; Ord. No. 2016-49, § 2, 7-26-16)

R0319



Nivian age 9





Proposal for Architectural Services

JONESVILLE CITY HALL RENOVATIONS

Existing Conditions & Schematic Design

265 E. Chicago St.
Jonesville, Michigan 49250

Revised December 7, 2022

BLACK RAVEN ARCHITECTS

Jeff Gray, City Manager
City of Jonesville
265 E. Chicago Street
Jonesville, MI 49250
JGray@jonesville.org
517.849.2104

Susan M. Smith
Executive Director
859 Olds Street
ssmith@hillsdaleedp.org
517.260.2544

Jeff and Sue,

Per our discussion, I've revised this proposal, changing the scope of work to include only the Existing Conditions and Schematic Design phases. I've also added a schematic design construction cost estimate and a financial analysis.

Summary of Work

- First-floor renovations to provide an ADA-compliant lift to the upper floors, rework the front lobby, and provide direct access to the rear stair.
- Second-floor renovations to provide offices and support spaces for the Jonesville Police Department.
- Third-floor renovations to provide a public meeting space for the Jonesville city government and various community groups.
- Design new, barrier-free restrooms on the upper floors.
- Provide a second means of egress from the third-floor assembly space as required by the building codes.

Fees

Black Raven Architects will provide sealed construction documents for the work listed below. A \$5,000.00 retainer is required to begin work. Invoices will be sent monthly.

Estimated Architectural Fees		% of Total
Existing Conditions	\$5,000	23%
Schematic Design	\$13,000	59%
SD Cost Estimate	\$2,500	11%
Financial Analysis	\$1,500	7%
Total	\$22,000	100%

Existing Conditions

- Black Raven will visit the site for documentation of the existing conditions.
- The existing condition drawings include a 3D survey of the building's interior and converting the scans to a Revit model.
- The previous renovation plans will be incorporated into our drawings.

BLACK RAVEN ARCHITECTS

Schematic Design

- Meet with city employees and the police department to identify space needs.
- Meet with you and the community to discuss the project.
- Develop conceptual floor plans; up to three distinct versions of a plan for each floor are included. Additional versions will be billed at \$150.00/hour.
- Conduct zoning, building, life safety, and other code reviews to assure design compliance.
- Identify locations for an elevator, additional restrooms, and emergency egress from the third floor.
- Prepare documents as needed to request proposals from engineers and consultants. We will provide CAD drawings for the consultants.
- Provide review sets at appropriate periods throughout the process to provide communication and approvals from the owner, contractor, and consultants.
- Present the final schematic design drawings at the building committee and the city council meetings.

SD Cost Estimate

- Black Raven will engage a third-party service to prepare a schematic design-level construction cost estimate.

Financial Analysis

Black Raven will incorporate the SD cost estimate with the current operating costs of the existing police station, potential MEDC funding, and other financial information into a financial feasibility study.

Additional Services

Additional services are those not included under the Summary of Work and will be performed when requested and authorized by the Client. Compensation for Additional Services may be negotiated in a separate additional services proposal or billed per our hourly rate schedule.

The following are considered Additional Services:

- Preparing phased permit and/or construction drawings or breaking out any portion of the project as a separate drawing package.
- Revisions to design drawings or specifications due to project scope or concept changes after the drawings have been approved.
- Implementation of LEED design strategies, attendance of any meetings related to LEED, or documentation of LEED credits.
- Commissioning or any sort of operational phase troubleshooting or testing of MEP systems.
- Preparing documents for alternate bids or out-of-sequence services requested by the Owner.
- Provide detailed estimates of construction costs, quantity surveys, and material, equipment, and labor inventories.

BLACK RAVEN ARCHITECTS

- Presentations and Presentation renderings.
- Construction Administration.
- Other services not listed above or in 'Scope of Work - Basis Services' may be considered Additional Services and invoiced accordingly at \$150.00 per hour.

Scope Exclusions

- This proposal does not include design development, construction documents, or construction bidding. These services, which will be required to obtain a building permit, can be provided by a separate contract with Black Raven Architects following approval of a schematic plan.
 - We suggest a budget price of \$36,000 for these additional services.
- This proposal **does not** include civil, structural, mechanical, electrical, or plumbing design fees. These fees, if necessary, will be determined separately.
 - We suggest a budget price of \$30,000 for mechanical and electrical engineering.
- This proposal **does not** include the design of fire suppression, fire alarm, or security systems.
 - We suggest a budget price of \$150,000 for the design and installation of the fire suppression system.

Schedule

Once a start date is determined, we will put together a schedule. The existing conditions and schematic design phase typically take about 8 weeks for a project of this size.

Termination of Contract

The Architect may terminate this contract for non-payment after 30 days. The Owner may terminate the agreement at any time but is responsible for paying all outstanding invoices.

Acceptance of Contract

Please feel free to call me with any questions about this proposal. If these terms are acceptable, please sign and date on the line below and return one copy. This document will serve as our contract for the project.

Jeff Gray, City Manager

Date



Brenda Rigdon, Principal
Black Raven Architects LLC

December 7, 2022

Date



Economic Development Partnership Of Hillsdale County

Board of Directors

Rick Schaerer, Chair
Jonesville Paper Tube Corp.

Don Germann, Vice Chair
Hillsdale County National Bank

Kelly Hodshire, Treasurer
Bailey, Hodshire & Company, P.C.

Vicki Morris, Secretary
Century Bank

Ned Bever
Bever Farms

Kym Blythe
Reading City Manager

John Condon
Hillsdale Terminal

Doug Ingles
Hillsdale County Commissioner

Jeff Gray
Jonesville City Manager

Ron Griffith
Spring Arbor University

Jeremiah Hodshire
Hillsdale Hospital

Kelly LoPresto
City of Hillsdale

David Mackie
Hillsdale BPU

Tracy McCullough
The Cardinal Group

Gregory Moore
Consumers Energy

Katrina Mosher
Paragon Metals

Troy Rechl
Hillsdale County ISD

Tony Samon
Community Action Agency

Tom Robinson
Michigan Works! Southeast

Jason Smith
Litchfield City Manager

*Creating an environment to support opportunity, growth and
Encouragement to innovate - for all communities, business and citizens.*

December 8, 2022

Brenda Rigdon, Principal
Black Raven Architects, LLC
137 N. Main Street
Adrian, MI 49221
brenda@blackravenarchitects.com

Jeff Gray, City Manager
City of Jonesville
265 E. Chicago Street
Jonesville, MI 49250
jgray@jonesville.org

Re: Architectural Services – Jonesville City Hall Renovations

Brenda and Jeff:

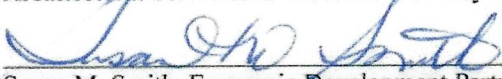
Black Raven Architects, LLC (“Black Raven”) has offered a proposal dated December 7, 2022 (“proposal”) to provide the City of Jonesville (“City”) with certain architectural services regarding renovations to the Jonesville City Hall. The Economic Development Partnership of Hillsdale County (“EDP”) has certain grant funds that it is willing to make available to offset the costs of these services. The purpose of this letter is to describe the responsibilities of the parties with regard to payment for the services.

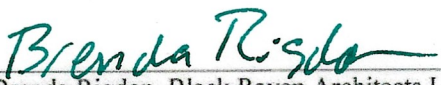
The fees to be covered by grant dollars may include the existing conditions survey, schematic design, the cost estimate, and financial analysis as described in the proposal. The cost of these services to be paid by grant dollars shall not exceed \$22,000. Additional services shall not be eligible for payment with grant funds, unless agreed by all parties in writing.

Invoices for services authorized by this agreement shall be submitted to the EDP by Black Raven. The EDP will pay Black Raven invoices for eligible work. The EDP will supply the City with regular accounting of grant funds spent and the balance remaining.

Invoices for additional work will be submitted to the City and will be payable by the City in accordance with the terms of the proposal.

By signing below, the parties acknowledge that this is their complete understanding of the payment of Architectural Services for the Jonesville City Hall Renovations.


Susan M. Smith, Economic Development Partnership of Hillsdale County 12/8/22
Date


Brenda Rigdon, Black Raven Architects LLC 12/8/22
Date

Jeffrey M. Gray, City of Jonesville Date

CITY OF JONESVILLE
CITY FACILITIES RECOMMENDING COMMITTEE
Minutes of December 12, 2022

A City of Jonesville City Facilities Recommending Committee meeting was held on Monday, December 12, 2022 at the Jonesville City Hall, 265 E Chicago Street, Jonesville, MI. Chairman Don Toffolo called the meeting to order at 5:30 p.m.

Present: Don Toffolo, Annette Sands, Joe Ruden, Andy Penrose, Charles Crouch and George Humphries Jr.

Absent: None.

Also Present: Jeff Gray

A motion was made by Andy Penrose and supported by Annette Sands to approve the agenda as presented.

A motion was made by Annette Sands and supported by Andy Penrose to approve the minutes as amended. All in favor. Motion carried.

A motion was made by Annette Sands and supported by Charles Crouch to recommend that the City Council consider approving the Architectural Services Proposal from Black Raven Architects and authorize the City Manager to execute the proposal and letter agreement for grant funds. This proposal would provide an existing conditions survey, schematic design (including up to three (3) conceptual floor plans), a cost estimate, and financial analysis for accomplishing the preferred alternative. All in favor. Motion carried.

Estimates for repair of the upper floors of City Hall were provided to the committee for their review. The Committee preferred to wait for the architectural evaluation to be completed prior to discussing the potential insurance settlement.

The meeting was adjourned at 6:03 p.m.

Submitted by,

Cynthia D. Means
Clerk

RESOLUTION 2022-13

**A RESOLUTION OF THE CITY OF JONESVILLE RECOGNIZING
THE FAITHFUL AND DEDICATED SERVICE OF**

WHEREAS, _____ has faithfully served the Jonesville community through an array of community activities for numerous years; and

WHEREAS, _____ has demonstrated exceptional community involvement, leadership, volunteerism and has been a role model to Jonesville citizens in the demonstration of good moral conduct; and

WHEREAS, the City of Jonesville desires to formally recognize and appropriately honor said dedicated service of _____; and

NOW, THEREFORE BE IT RESOLVED THAT the City of Jonesville hereby recognizes _____ as a **2023 Jonesville Citizen of the Year**.

BE IT FURTHER RESOLVED THAT the City of Jonesville offers _____ its sincere gratitude and offers its best wishes for continued success in all endeavors and its most heartfelt hopes for sustained good health and prosperity.

This resolution was introduced by Councilperson _____ and supported by Councilperson _____.

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 21st day of December, 2022.

Gerald E. Arno, Mayor

Cynthia D. Means, Clerk

RESOLUTION 2022-14

**A RESOLUTION OF THE CITY OF JONESVILLE RECOGNIZING
THE FAITHFUL AND DEDICATED SERVICE OF**

WHEREAS, _____ has faithfully served the Jonesville community through an array of community activities for numerous years; and

WHEREAS, _____ has demonstrated exceptional community involvement, leadership, volunteerism and has been a role model to Jonesville citizens in the demonstration of good moral conduct; and

WHEREAS, the City of Jonesville desires to formally recognize and appropriately honor said dedicated service of _____; and

NOW, THEREFORE BE IT RESOLVED THAT the City of Jonesville hereby recognizes _____ as a **2023 Jonesville Citizen of the Year**.

BE IT FURTHER RESOLVED THAT the City of Jonesville offers _____ its sincere gratitude and offers its best wishes for continued success in all endeavors and its most heartfelt hopes for sustained good health and prosperity.

This resolution was introduced by Councilperson _____ and supported by Councilperson _____.

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 21st day of December, 2022.

Gerald E. Arno, Mayor

Cynthia D. Means, Clerk

RESOLUTION 2022-15

**A RESOLUTION OF THE CITY OF JONESVILLE RECOGNIZING
THE FAITHFUL AND DEDICATED SERVICE OF**

WHEREAS, _____ has faithfully served the Jonesville community through an array of community activities for numerous years; and

WHEREAS, _____ has demonstrated exceptional community involvement, leadership, volunteerism and has been a role model to Jonesville citizens in the demonstration of good moral conduct; and

WHEREAS, the City of Jonesville desires to formally recognize and appropriately honor said dedicated service of _____; and

NOW, THEREFORE BE IT RESOLVED THAT the City of Jonesville hereby recognizes _____ as a **2023 Jonesville Youth Citizen of the Year**.

BE IT FURTHER RESOLVED THAT the City of Jonesville offers _____ its sincere gratitude and offers its best wishes for continued success in all endeavors and its most heartfelt hopes for sustained good health and prosperity.

This resolution was introduced by Councilperson _____ and supported by Councilperson _____.

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 21st day of December, 2022.

Gerald E. Arno, Mayor

Cynthia D. Means, Clerk

RESOLUTION 2022-16

**A RESOLUTION OF THE CITY OF JONESVILLE RECOGNIZING
THE FAITHFUL AND DEDICATED SERVICE OF**

WHEREAS, _____ has faithfully served the Jonesville community through an array of community activities for numerous years; and

WHEREAS, _____ has demonstrated exceptional community involvement, leadership, volunteerism and has been a role model to Jonesville citizens in the demonstration of good moral conduct; and

WHEREAS, the City of Jonesville desires to formally recognize and appropriately honor said dedicated service of _____; and

NOW, THEREFORE BE IT RESOLVED THAT the City of Jonesville hereby recognizes _____ as a **2023 Jonesville Youth Citizen of the Year**.

BE IT FURTHER RESOLVED THAT the City of Jonesville offers _____ its sincere gratitude and offers its best wishes for continued success in all endeavors and its most heartfelt hopes for sustained good health and prosperity.

This resolution was introduced by Councilperson _____ and supported by Councilperson _____.

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 21st day of December, 2022.

Gerald E. Arno, Mayor

Cynthia D. Means, Clerk

The Sauk Rental Agreement – Citizen of the Year 2023

This Rental Agreement is made and entered into on this date, September 1, 2021, by and between **Hillsdale Community Theatre, Inc. (DBA The Sauk)**, hereinafter referred to as *Theatre*, and **The City of Jonesville**, hereinafter referred to as *Renter*.

1. Renter wishes to secure the facility known as The Sauk Theatre, located at 240 East Chicago Street, Jonesville, Michigan for the following purpose and rental period: **Citizen of the Year presentation, April 18, 2023.**
2. Rental rates are based on the following schedule. Payment in full is due before taking possession of the theatre premises.

Schools and other Non-profit Rentals

\$ 200. Damage/security deposit (see #11)
\$ 175. Daily rental fee
\$ 100. Weekly cleaning and supplies fee
\$ 10. per hour Building Mgr. (see #15)

For Profit Rentals

\$ 200. Damage/security deposit (see #11)
\$ 300. Daily rental fee
\$ 100. Weekly cleaning and supplies fee
\$ 10. per hour Building Mgr. (see #15)

3. Theatre agrees to furnish Renter with the following during the established rental period: access to and use of the Theatre auditorium and Theatre staging areas (stage, dressing rooms, orchestra pit, scene shop); access to and use of the Theatre lobby and restrooms; access to and use of the Theatre box office; utility services such as heat, air conditioning, electricity, and water. Renter may also use the theatre marquee during the rental period. This DOES NOT include use of the box office computer, credit card swiper and ticketing system.
4. Theatre agrees to furnish Renter with the following during the established rental period only when operated by a Theatre approved technician who has completed a Theatre approved training program: Theatre lighting systems during technical/dress rehearsals and performances. This includes all lighting fixtures, chords, plugs, spotlights, light board, DMX cables and monitors. The Renter also agrees that NO CELLULAR OR MOBILE DEVICES are allowed in the technical booth AT ANY TIME. This includes tablets or any device with an Internet or WIFI connection.
5. Theatre agrees to furnish Renter with the following during the established rental period only when operated by a Theatre approved technician who has completed a Theatre approved training program: Theatre amplification system during technical/dress rehearsals and performances. This includes all microphones, stands, chords, plugs, sound board and monitors. This DOES NOT include the use of the theatre's hearing assistance devices or Yamaha keyboard.
6. Theatre shall not be liable for any lost, stolen, or damaged Renter's property while said property is in the Sauk Theatre. This includes "unpaid" grace days. Theatre is not liable for any injuries sustained on or about the premises during the rental period. This includes "unpaid" grace days.
7. Renter shall assume sole responsibility for any damage and/or liability that may be incurred during the rental period as well as "unpaid" grace days. Renter shall be liable to Theatre for any damage to the Theatre premises and equipment, including but not limited to, the interior or exterior of the Theatre premises and equipment.
8. Renter shall obtain a general liability insurance policy listing Hillsdale Community Theatre, Inc., 240 East Chicago Street, Jonesville, MI 49250, as the Certificate Holder. Renter must provide Theatre with proof of said insurance.
9. Renter is responsible for securing the following: legal right to the production presented; design and construction of and/or rental of all costumes, set pieces and flats, including any supplies necessary to create such; advertisement of said event; box office personnel and any admission necessities (i.e.: tickets, programs). Use of Theatre's costumes, properties and scenic materials may be used with Theatre's prior approval.
10. Renter is responsible for the daily maintenance of the premises during the rental period. Renter is responsible for the clean up of the entire premises by the end of the rental period including removal of all property and trash from all spaces.

11. Renter agrees to make a two hundred dollar (\$200) damage and security deposit upon signing of this agreement. Theatre will refund the damage and security deposit to Renter if the Theatre premises and equipment are left tidy and undamaged to the satisfaction of the Theatre at the end of this agreement.
12. Any property left behind within 24 hours of the end of the rental period become the sole property of the Theatre regardless of from whom Renter secured such properties unless an approved Theatre Agent accepts any alternate arrangement.
13. Renter will be solely responsible for the conduct and actions of its personnel and patrons while on or about the Theatre premises, including but not limited to the following:
 - a) Smoking is not permitted anywhere within the Theatre building. Smoking as part of the performance is prohibited unless specific and written authorization is obtained from the local Fire Marshall.
 - b) Consumption of alcoholic beverages shall not be permitted on the premises.
 - c) Renter agrees NOT to sell concessions at any performance without prior permission from Theatre.
14. Theatre shall designate a Building Manager to act as a Theatre Agent during the rental period. Renter shall pay ten dollars an hour (\$10/hr) with a minimum of fifty dollars a day (\$50/day min.) to the Building Manager for each performance s/he is required to attend. Renter shall pay ten dollars an hour (\$10/hr) with a minimum of fifty dollars a day (\$50/day min.) to the Building Manager for each additional rehearsal and/or work session that becomes necessary for s/he to be present. Renter may be permitted to provide their own Building Manager only with specific and written authorization from the Theatre prior to the beginning of the rental period.
15. Building Manager shall have exclusive charge over the Master Control Room and other off-limits Theatre facilities. Renter shall not be permitted in the Master Control Room or other off-limits facilities except under the direction of the Building Manager. The office behind the box office may not be used by Renter.
16. In accordance with local fire ordinance, the Renter agrees not to set up chairs in the aisles of the theatre and to make available two handicap seating areas in the auditorium at all times.
17. This agreement shall be binding between the two said parties superseding, abrogating, and negating any prior agreement either oral or written. Any modifications to this agreement shall not be binding unless presented in writing and signed by both an approved Theatre Agent and Renter.

AMOUNT DUE UPON SIGNING: \$200 (security deposit) _____

DUE BY MARCH 1, 2023 \$275* (along with insurance policy documentation)

* building manager waived

Agent, Hillsdale Community Theatre Inc.

Date

Renter, Name

Renter Tax-ID Code (if non-profit)

Renter Address, State, Zip Code

Signature, Authorized Renter

Date



QUOTE

Number DMCQ5185

Date Dec 15, 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		Wright Street Park Additional Cameras		
2	2	Ubiquiti Networks UniFi Video G4 4K Bullet Camera	\$248.75	\$497.50
3	1	CENTROPOWER 5 Port Outdoor POE Switch/Extender/Booster, 60W 48V 10/100/1000M POE Passthrough Switch	\$105.70	\$105.70
4	1	POE for USW-Flex (required if not using a POE switch for power.	\$21.45	\$21.45
5	1	Misc. Parts, Zips, Screws, Anchors, Etc.	\$100.00	\$100.00
6	1	Standard Labor Charge	\$210.00	\$210.00
7		Replacement Camera Wright Street Park Parking Lot		
8	1	Ubiquiti Networks UniFi Video G4 4K Bullet Camera	\$248.75	\$248.75
			SubTotal	\$1,183.40
			Tax	\$0.00
			Shipping	\$0.00
			Total	\$1,183.40

Please contact me if I can be of further assistance.

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,

EQUALIZATION & LAND INFORMATION
HILLSDALE COUNTY, MICHIGAN



33 McCollum St. - Suite 223
Hillsdale MI 49242-1688
Phone: (517) 439-9166
Email: nwheeler@co.hillsdale.mi.us

November 8, 2022

City of Jonesville
Cindy Means, Clerk
265 E Chicago St
Jonesville MI 49250

RECEIVED
NOV 10 2022

BY: _____

Dear Clerk,

This letter is regarding the agreement for various services provided by the Hillsdale County Equalization Department in assisting local assessing units in the property tax administration process. Enclosed is a renewal of the current agreement that expires at the end of 2022 and is for a period of three (3) years commencing January 1, 2023 and ending December 31, 2025.

At their November 8, 2022 meeting the Hillsdale County Board of Commissioners approved an update to the fee schedule and while there were no increases in cost there is one additional item that will require action by the local unit in certain circumstances. Beginning with this agreement we are requiring all local units that choose the option in which the County processes and prints the tax bills and tax rolls to make a declaration as to the source of certain data utilized in the processing and printing. ***It is highly recommended that when considering the source of the data to be utilized for the printing of tax bills and tax rolls that you discuss this with your assessor prior to making the declaration to be included in the agreement.***

I ask that you please review, sign the enclosed agreements, return one original to this office and retain the other for your records. We look forward to continuing the excellent relationship that we have enjoyed with the City and if you should have any questions or concerns, I would be more than happy to address them. Please call me at (517) 439-9166 or e-mail at nwheeler@co.hillsdale.mi.us.

Sincerely,

Handwritten signature of Nicolas L. Wheeler.

Nicolas L. Wheeler, Director
Hillsdale County Equalization

Enclosures

**EQUALIZATION & LAND INFORMATION SERVICE AGREEMENT
COUNTY OF HILLSDALE, MICHIGAN**

RECEIVED
NOV 10 2022

This agreement dated November 8, 2022 between Hillsdale County (*hereinafter referred to as the County*) and the City of Jonesville (*hereinafter referred to as the City*) is to provide various services for a period of three (3) years commencing January 1, 2023 through December 31, 2025.

The County will provide all services for the option chosen below in accordance with Michigan Property Tax Law and the Michigan State Tax Commission Assessor’s Manual. The County shall incur all normal expenses necessary while performing the services provided to the City under this agreement.

Under this agreement the City shall select one (1) of the following two (2) options and shall be billed annually the associated fee(s) for the option chosen:

Note: Services offered in the option chosen by the City but not utilized by the City does not affect the fee charged for that option except for a reduction to the number of copies of tax bills printed noted below.

Fee Schedule for Services to Townships and Cities

Option 1		
- Parcel Mapping		
- Process Approved Land Divisions (GIS & Assessing Software)		
- Name & Address Changes (Township/City Provided, Deeds and other sources)*		
- Availability of a mapping/description analyst to: Township/City Officials, Tax Payers & General Public		
- Property tax description audits (generally from deeds)*		
- Millage Request Forms (L-4029) Filled out with Truth in Taxation Hearing Information supplied		
- Personal Property Statements		
- Assessment Rolls	\$1.20	/ Parcel
Option 2		
- Includes all services in Option 1 plus	\$1.20	/ Parcel
- Summer Tax Bills & Tax Rolls (w/ alpha listings)**	\$0.50	/ Parcel
- Winter Tax Bills & Tax Rolls (w/ alpha listings)**	<u>\$0.50</u>	/ Parcel
	\$2.20	/ Parcel

* The City Council must indicate whether the name, addresses and tax descriptions utilized in the printing of tax bills and tax rolls will be from either the City Assessor or the County maintained database.

** Tax Bills & Receipts are currently printed on 3 separate pieces of paper 1- (Green for Summer Bills & Pink for Winter Bills) 1-Yellow (Treasurer Copy) 1-White (Pre-Printed Receipt). Any units that do not have all three printed may deduct 5 cents a parcel for each form not used. Summer tax billing will be billed following the completion of printing the summer tax bills and tax rolls at the rate of \$0.50 per parcel. Winter tax billing will be billed following the completion of printing the winter tax bills and tax rolls at the rate of \$0.50 per parcel along with the additional service charge for the option chosen.

Parcel count is based on the post March Board of Review parcel count each year. Tax exempt parcels will not be charged a per parcel fee.

Either party may cancel this agreement with a Ninety (90) day written notice should it be determined to not be in their best interest. The Ninety (90) day notice may be waived with the concurrence of both parties should the City elect to change options at any time during the three (3) year period.

Under the agreement, the City of Jonesville confirms by council resolution its selection of option _____, and agrees to pay the fees associated with this option within 30 days of billing.
(1 or 2)

If option 2 is selected, the City further states that tax bills and tax rolls will be printed utilizing the _____ maintained database.
(City Assessor or County)


Authorized Signatures:

City of Jonesville Mayor

Dated

City of Jonesville Clerk

Dated



Nicolas L. Wheeler, Director
Hillsdale County Equalization

11/8/2022

Dated



**CITY COUNCIL
2023 ANNUAL MEETING CALENDAR
THIRD WEDNESDAY OF THE MONTH**

WEDNESDAY	JANUARY 18, 2023	6:30 P.M.
WEDNESDAY	FEBRUARY 15, 2023	6:30 P.M.
WEDNESDAY	MARCH 15, 2023	6:30 P.M.
WEDNESDAY	APRIL 19, 2023	6:30 P.M.
WEDNESDAY	MAY 17, 2023	6:30 P.M.
WEDNESDAY	JUNE 14, 2023	6:30 P.M.
WEDNESDAY	JULY 19, 2023	6:30 P.M.
WEDNESDAY	AUGUST 16, 2023	6:30 P.M.
WEDNESDAY	SEPTEMBER 20, 2023	6:30 P.M.
WEDNESDAY	OCTOBER 18, 2023	6:30 P.M.
WEDNESDAY	NOVEMBER 15, 2023	6:30 P.M.
WEDNESDAY	DECEMBER 20, 2023	6:30 P.M.

All meetings are held at the Jonesville City Hall – 265 E. Chicago Street, Jonesville, MI, unless otherwise noted on the meeting agenda.

The City of Jonesville will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon 20 days' notice to the City of Jonesville. Individuals with disabilities requiring auxiliary aids or services should contact the City of Jonesville by writing, calling, or e-mailing the following:

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

Cindy Means, Clerk
clerk@jonesville.org



City of Jonesville Downtown Development Authority FY 2021-22 Annual Report

This report is provided in accordance with the Michigan Recodified Tax Increment Financing Act, Public Act 57 of 2018. It reports the Authority's operations during the 2021-22 fiscal year and is intended to fulfill the requirements of the annual synopsis of activities of the authority, required in Section 910(1)(h) of the Act. The authority fiscal year begins on July 1st and ends June 30th.

Authority Accomplishments

- Granted two \$2,500 grants to offset costs associated with façade improvements benefiting two Downtown businesses.
- Partnered with Consumer's Energy's Our Town Gift Card Match program. The \$15,000 donation matched individual gift card purchases to distribute \$30,000 to Downtown businesses before Christmas.
- With the City Council, awarded an option to D.H. Roberts Construction Company to create concept plans for the redevelopment of the former Klein Tool Building.

Projects and Investments

- Engaged the services of Fleis and Vandenbrink Engineers to complete a Road Diet Study to consider potential changes to lane configurations in the Downtown to improve function of on-street parking and pedestrian safety.
- With assistance from Fleis and Vandenbrink, applied for a Transportation Alternatives Program (TAP) grant to offset streetscape and pedestrian safety at the Middle School and Jerry Russell Trail crossings, as well as through the Downtown.
- Project planning for implementation of street and streetscape improvements to coordinate with the Michigan Department of Transportation's planned resurfacing of Chicago Street in 2023 or 2024.

Events and Promotions

- Provided financial support for the Downtown fall display.
- The DDA supported costs associated with park and Downtown decorations, including additional lights in Carl Fast Park and electricity costs to support the Lion's Club Lights of Love project.
- Advertising and programming to support the Christmas Tree Lighting and Downtown Decorating costs associated with Christmas in Jonesville.

Fund Balance and Capital Project Planning

The DDA retains an estimated fund balance at the close of the fiscal year of just over \$157,000.

Planned streetscape and safety improvements in the Downtown, as well as development support for the future use of the Klein Tool Building will likely exceed the current reserve funds. Grants and new debt are expected to cover the costs of improvements. New debt service has been planned with debt obligations for the North Parking Lot project to be complete in 2024.

Upcoming projects include streetscape improvements, South Parking Lot enhancements, and wayfinding signs. Future projects, as prioritized during review by the Budget Committee are summarized on pages 25-27 of the FY2022-23 through 2027-28 Capital Improvement Plan, available for review at City Hall or on the City's website, www.jonesville.org.



City of Jonesville Local Development Finance Authority FY 2021-22 Annual Report

This report is provided in accordance with the Michigan Recodified Tax Increment Financing Act, Public Act 57 of 2018. It reports the Authority's operations during the 2021-22 fiscal year and is intended to fulfill the requirements of the annual synopsis of activities of the authority, required in Section 910(1)(h) of the Act. The authority fiscal year begins on July 1st and ends June 30th.

Authority Accomplishments

- Accepted bids for private crop lease on the undeveloped Industrial Park lots. The lease price per acre increased by \$50 to \$130 per acre. The lease helps to offset maintenance expenses that the LDFA would have for mowing of the vacant parcels.
- Completed preventative maintenance on Industrial Park streets.

Projects and Investments

- Continued annual investment of \$15,000 to support the collaborative economic development activities of the Hillsdale County EDP.
- Invested in the City's water system improvement project with a commitment of \$25,000 per year for the third of 10 years to maximize affordability of water utility costs, especially for industrial customers, with benefits to residential and commercial customers, as well.
- Invested \$105,000 in dedicated reserves for future projects – \$45,000 for future expansion of the Industrial Park, \$35,000 for future infrastructure needs, and \$35,000 for other special projects called out in the development plan.

Events and Promotions

- Engaged in business recruiting, marketing parcels. With the Economic Development Partnership of Hillsdale County (EDP) met with owners for a building tour of the Interdyne building; discussed expansion of a Canadian firm within the Industrial Park.

Fund Balance and Capital Project Planning

The LDFA retains an estimated fund balance at the close of the fiscal year of approximately \$2.3 million. Due to sizable future projects, as well as uncertainty of future revenues following the elimination of personal property taxes in Michigan, the LDFA has established several designated reserves. \$360,000 is reserved for future expansion, \$290,000 for special projects and development incentives, and \$320,000 for future infrastructure improvements. The balance of the reserve is undesignated for projects authorized in the Development Plan.

Savings will be needed to accomplish the long-term goals of the Development Plan, including Industrial Park expansion. These investments are more likely to take place nearer the end of the term of the plan in 2036.

The LDFA is currently engaged in strategic planning to identify future project priorities.

Projects are summarized in the LDFA Development and Tax Increment Financing Plan, available for review at City Hall or on the City's website, www.jonesville.org.

****Subject to Approval****

**JONESVILLE CITY COUNCIL
Minutes of November 16, 2022**

A meeting of the Jonesville City Council was held on Wednesday, November 16, 2022 at the Jonesville City Hall, 265 E. Chicago Street, Jonesville, MI. Mayor Gerry Arno called the meeting to order at 6:30 p.m. Council members present were: Tim Bowman, Christopher Grider, Brenda Guyse, George Humphries Jr., Delesha Padula and Andy Penrose.

Also present: Manager Gray, Treasurer Spahr, WWTP Supt. Boyle, Safety Director Etter, Attorney Lovinger, DPW Supt. Kyser, Greg Bailey, Lisa Adair, Deb Hollister, Kathy Schmitt, Joe Thomas, Corey Murray, Eric Hutchinson, Allison Hutchinson, Isabelle Hutchinson, Silas Hutchinson, Vivian Hutchinson, Agnes Hutchinson, Ezra Hutchinson and Rosie Hutchinson.

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

Clerk Means administered the Oath of Office to Mayor Gerry Arno and Council Members Chris Grider, Brenda Guyse and George Humphries Jr.

A motion was made by Brenda Guyse and supported by Andy Penrose to amend the agenda with the following addition: 8.B. – Closed Session Minutes of October 19, 2022. All in favor. Motion carried.

Isabelle Hutchinson spoke to council regarding changing the Ordinance to allow chickens within the City of Jonesville.

Kathy Schmitt, Hillsdale County Commissioner District 2, provided an update to City Council.

The Public Hearing was opened at 6:45 p.m. by Mayor Arno for the purpose of hearing comments on Ordinance No. 221 – Council Compensation. No comments were made. The Public Hearing was closed at 6:46 p.m.

A motion was made by Andy Penrose and supported by Brenda Guyse to accept the recommendation from the Personnel Committee and approve Ordinance No. 221 to increase the Council compensation to \$75 per meeting for the Mayor and \$50 per meeting for the Council. Roll Call Vote: Ayes: Tim Bowman, Chris Grider, Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose and Gerry Arno. Nays: None. Motion carried.

A motion was made by Andy Penrose and supported by Brenda Guyse to appoint Council Member Delesha Padula as Mayor Pro-Tem. All in favor. Motion carried.

Greg Bailey of Bailey, Hodshire & Co. presented the June 30, 2022 audit report for the City of Jonesville. Mr. Bailey stated that the City had a clean audit with no issues being found. Mr. Bailey commended the Council and City staff for again having a commendable audit.

Brenda Guyse made a motion and was supported by Delesha Padula to receive the June 30, 2022 Adult Report as presented. Roll Call Vote: Ayes: Tim Bowman, Chris Grider, Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose and Gerry Arno. Nays: None. Motion carried.

A motion was made by Tim Bowman and supported by Delesha Padula to appoint and re-appoint the following board and commission members:

Board of Review

Larry Mix	Re-Appoint	3 Year Term (2025)
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Cemetery Committee

John Center	Re-Appoint	3 Year Term (2025)
Les Hutchinson	Re-Appoint	3 Year Term (2025)
Mike Kyser	Re-Appoint	3 Year Term (2025)
Brenda Rathbun	Re-Appoint	3 Year Term (2025)

Citizenship Committee

Kathi Boyle	Re-Appoint	3 Year Term (2025)
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Downtown Development Authority (DDA)

Penny Sarles	Re-Appoint	4 Year Term (2026)
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Local Development Finance Authority (LDFA)

Steve Harding	Re-Appoint	4 Year Term (2026)
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Planning Commission

Jim Ackerson	Re-Appoint	3 Year Term (2025)
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Staff will be seeking applicants to fill a board vacancy on the Planning Commission (replacing Olivia Stemen) and one on the Local Development Finance Authority (LDFA) (replacing Loretta Blank). All in favor. Motion carried.

A motion was made by Brenda Guyse and supported by George Humphries Jr. to appoint the following Council Members to the following Boards and Committees:

CITY COUNCIL SUBCOMMITTEES

Budget Committee

Gerry Arno, Mayor	<u>Term</u>	Council Term
Delesha Padula, Mayor Pro-Tem		Council Term
Tim Bowman, Council		4 Year Term (2026)

Personnel Committee

Gerry Arno, Mayor	<u>Term</u>	Council Term
Delesha Padula, Mayor Pro-Tem		Council Term
Tim Bowman, Council		4 Year Term (2026)

CITY BOARDS AND COMMITTEES

Cemetery Committee

Council Representative
Brenda Guyse

3 Year Term (Ending Nov. 2024)

Citizenship Committee

Council Representatives
Tim Bowman
Andy Penrose

3 Year Term (Ending Sept. 2025)

3 Year Term (Ending Sept. 2025)

Downtown Development Authority (DDA)

Council Representative
Gerry Arno

Council Term

Local Development Finance Authority (LDFA)

Council Representative
Gerry Arno

Council Term

Planning Commission

Council Representative
Brenda Guyse

3 Year Term (Ending Nov. 2025)

Redevelopment RFP/City Facilities Recommending Committee

Council Representatives
George Humphries Jr.
Andy Penrose

Indefinite Term (Until review complete)

Indefinite Term (Until review complete)

Zoning Board of Appeals

Council Representative
George Humphries Jr.

3 Year Term (Ending Nov. 2024)

OUTSIDE BOARDS

Headwaters Recreational Authority

Council Representatives
Gerry Arno
Tim Bowman

Council Term

Council Term

Region 2 Planning Commission

Council Representative
Andy Penrose

Council Term

All in favor. Motion carried.

A motion was made by Tim Bowman and supported by Brenda Guyse to Reappoint Clerk/Deputy Treasurer Cynthia D. Means and Treasurer/Deputy Clerk Lenore M. Spahr to four (4) year terms, expiring November 2026. All in favor. Motion carried.

George Humphries Jr. made a motion and was supported by Chris Grider to replace the tank in the Fire Pumper/Tanker at a cost not to exceed \$46,000. All in favor. Motion carried.

A motion was made by Brenda Guyse and supported by Delesha Padula to approve the quote from Craig Wickham Tree Removal for the removal of four trees and two trees trimmed located in Sunset View Cemetery at a cost of \$7,200. All in favor. Motion carried.

Delesha Padula made a motion to file the Certification of Accountability and Transparency with the Department of Treasury. The motion was supported by Brenda Guyse. All in favor. Motion carried.

The Fiscal year 2022-23 1st Quarter Budget Comparison (July 1, 2022 thru September 30, 2022) was provided to Council.

A motion was made by Delesha Padula and supported by Tim Bowman to approve the minutes of October 19, 2022 with noted corrections. All in favor. Motion carried.

A motion was made by Brenda Guyse and supported by Tim Bowman to approve the Closed Session minutes of October 19, 2022. All in favor. Motion carried.

Andy Penrose made a motion and was supported by Delesha Padula to approve the Accounts Payable for November 2022 in the amount of \$56,339.08. All in favor. Motion carried.

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

Mayor Arno adjourned the meeting at 8:14 p.m.

Submitted by:

Cynthia D. Means
Clerk

Gerald E. Arno
Mayor

12/22/2022

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
ADDISON AWNING COMPANY	CITY HALL AWNING REPLACEMENT	2,493.33
APPLIED INNOVATION	CITY HALL COPIER MAINTENANCE	60.98
	COPIER MAINTENANCE	138.90
		199.88
ARNO, VICKY L.	NOVEMBER 8, 2022 GENERAL ELECTION	193.88
BAKER, VICKI/B & B CLEANING,	JPD/CITY HALL CLEANING SERVICES	580.00
BARRETT, JILL ANN	NOVEMBER 8, 2022 GENERAL ELECTION	214.25
BIOTECH AGRONOMICS, INC.	WWTP - BIOSOLIDS/FECAL COLIFORM TESTING	1,069.32
BRINER OIL CO., INC.	MVP - BULK TANK/ACCT 26	498.56
	MVP - BULK TANK/ACCT 26	277.86
	MVP - BULK TANK/ACCT 25	382.81
	MVP - BULK TANK	136.40
		1,295.63
BUTTERS EXCAVATING & LAWN CAPCEMETERY MAINT/SEXTON SERVICES		2,750.00
CAPITAL ONE	WALMART - SUPPLIES/DECORATIONS	232.93
	WALMART - SUPPLIES	364.44
		597.37
CEM SUPPLY, INC.	WWTP - REPAIRS	262.27
CIVICPLUS LLC	ONLINE CODE ADMIN SUPPORT FEE	225.00
	ONLINE CODE HOSTING	550.00
		775.00
CLEAR VIEW B.R. LLC	JPD/CITY HALL OUTSIDE WINDOW CLEANING	40.00
COLOSSUS, INC/DBA INTERACT PUJPD - SOFTWARE MAINT FEE		3,377.04
CONSUMERS ENERGY	CEMETERY ELECTRICITY	40.83
	JFD - EMERGENCY SIREN ELECTRICITY	42.93
	IRON REMOVAL PLANT ELECTRICITY	1,133.59
	DDA BUILDING ELECTRICITY	418.34
	500 IND PKWY SPRINKLER METER ELECTRICITY	32.23
	598 IND PKWY SPRINKLER METER ELECTRICITY	29.69
	100 DEAL PKWY SPRINKLER METER ELECTRICITY	34.05
	WATER TOWER ELECTRICITY	48.85
	CITY HALL SECOND FLOOR ELECTRICITY	29.27
	CITY HALL ELECTRICITY	155.77
	JPD ELECTRICITY	197.55
	JFD TRUCK BAY ELECTRICITY	127.04
	JFD TRAINING ROOM ELECTRICITY	59.97
	DDA - UNMETERED PARKING LOT LIGHT ELECTRICITY	24.26
	DDA - METERED PARKING LOT LIGHT ELECTRICITY	38.28
	CITYWIDE LED LIGHT ELECTRICITY	989.62
	DOWNTOWN/STREETSCAPE LIGHT ELECTRICITY	109.71
	FAST PARK ELECTRICITY	43.91
	WRIGHT ST PARK ELECTRICITY	35.32
	RADIO TOWER ELECTRICITY	36.74
	WWTP ELECTRICITY	5,316.15
	DPW BUILDING ELECTRICITY	114.21
	FREEDOM MEMORIAL ELECTRICITY	45.61
		9,103.92
COUNTRYSIDE TROPHIES	REPLACEMENT NAME PLATE HOLDERS	598.50
COVEY MELISSA	UB refund for account: 001035-02	6.53
CURRENT OFFICE SOLUTIONS	CITY HALL OFFICE SUPPLIES	213.94
	JPD COPIER MAINTENANCE	8.89
	OFFICE SUPPLIES	109.18
		332.01
DAVE COLER	CHRISTMAS IN JONESVILLE	100.00
DETROIT SALT COMPANY	SALT	2,942.76
ELHORN ENGINEERING COMPANY	WATER - SUPPLIES	457.00
FIRST NATIONAL BANK OMAHA	MEETING SUPPLIES	48.50
	ZOOM MEMBERSHIP/CONFERENCE/ELECTION MEALS	265.99
	CITY HALL SUPPLIES/ETTER - IACP MEMBERSHIP	140.04
	SUPPLIES/CONFERENCES/REPAIRS	844.70
	ZOOM MEMBERSHIP/MEETINGS	85.29
	FALL DISPLAY/SUPPLIES	353.22
		1,737.74

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
FLEIS & VANDENBRINK ENG, INC.	WATER - DWSRF INTENT TO APPLY FORM SEWER REHAB PROJECT CONST ADMIN	577.50 5,576.88
		6,154.38
FOX TED	UB refund for account: 000400-01	2.86
GRAINGER	WWTP - REPAIRS	277.63
GREENMARK EQUIPMENT	MVP - VEHICLE REPAIRS MVP - REPAIRS MVP - REPAIRS	139.20 69.60 69.60
		278.40
HAVENS, MARY JANE	NOVEMBER 8, 2022 GENERAL ELECTION	193.75
HICKORY HILLS NURSERY & LANDSRAIL TRAIL TREE REPLACEMENT		184.95
HILLSDALE COUNTY CLERK	NOVEMBER ELECTION EXPENSES	649.64
HILLSDALE COUNTY TREASURER	TAX ROLL MAINT/WINTER 2022 TAX BILLS	1,730.10
HILLSDALE HOSPITAL	JFD - EMPLOYMENT PHYSICAL	140.00
HILLSDALE MEDIA GROUP	ORDINANCE 221 NOTICES	107.40
HYDROCORP, INC	WATER CROSS CONNECTION PROGRAM	535.50
JAX KAR WASH	JPD - CAR WASHES	8.00
JONESVILLE HARDWARE	SUPPLIES/REPAIRS	118.86
JONESVILLE, CITY OF	CITY HALL WATER/SEWER JFD WATER/SEWER JPD WATER/SEWER WRIGHT ST PARK WATER/SEWER WWTP WATER/SEWER DPW WATER/SEWER	50.65 72.03 50.65 38.04 203.28 50.65
		465.30
LOVINGER & THOMPSON, P.C.	LEGAL FEES	370.00
MERIT LABORATORIES	WWTP - TESTING	352.00
MICHIGAN GAS UTILITIES	IRON REMOVAL PLANT GAS SERVICE JFD GAS/HEAT SERVICE JPD GAS/HEAT SERVICE DPW BUILDING GAS/HEAT SERVICE WWTP GAS/HEAT SERVICE GAS LIGHT SERVICE CITY HALL GAS/HEAT SERVICE	184.26 215.11 73.20 129.00 2,565.37 68.90 101.26
		3,337.10
MICHIGAN LAWN & LANDSCAPE	MOWING/LEAF CONTROL	1,080.11
MML WORKERS COMPENSATION FUNDEWORK COMP QUARTERLY BILLING		1,797.00
MODERN WASTE SYSTEMS	SPRING CLEAN UP	6,685.00
NICK MONOHAN	CHRISTMAS IN JONESVILLE - HORSES/WAGONS	500.00
NORM'S TIRE & SERVICE	MVP - TRUCK 2 REPAIRS JPD - FRONT TIRES/2019 FORD	99.18 328.58
		427.76
NSI LAB SOLUTIONS	WATER - SUPPLIES	316.00
OLD DOMINION BRUSH	MVP - LEAF VAC REPL HOSE	1,116.67
PAVEMENT SOLUTIONS, INC.	CHIP/FOG SEAL MAJOR/LOCAL STREETS/ECOLOGY DR	93,973.05
PERFORMANCE AUTOMOTIVE	JPD/JFD/MVP - REPAIRS	778.95
POSTMASTER	POSTAGE - WATER/SEWER BILLS POSTAGE - POWERS MAILING POSTAGE - WINTER 2022 TAX BILLS	308.76 1,225.05 255.62
		1,789.43
POWERS CLOTHING, INC.	WWTP - TESTS TO MERIT LABS	35.91
REGION 2 PLANNING COMMISSION	RECREATION MASTER PLAN UPDATE	3,483.70
SAM'S CLUB/SYNCHRONY BANK	COPY PAPER/OFFICE SUPPLIES	132.52
SCHARP, JO ANN	NOVEMBER 8, 2022 GENERAL ELECTION	201.63
SCHMITT, KYLE	FALL DISPLAY	200.00
SHIRT SHACK, LLC	WWTP - UNIFORMS	118.00
STATE OF MICHIGAN	WWTP - NPDES ANNUAL PERMIT FEE	1,950.00
STOCKHOUSE CORPORATION	ACCOUNTS PAYABLE CHECK STOCK POSTAGE PERMIT WINDOW ENVELOPES	160.00 92.50
		252.50
SUPERFLEET MASTERCARD PROGRAMGASOLINE		236.32
THE HARTFORD	JFD - INSURANCE RENEWAL	636.41
T-LINE EV LLC	JFD - TRUCK 532 TANK REPLACEMENT	20,612.50

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
TRACTOR SUPPLY CREDIT PLAN	MVP - SUPPLIES	27.97
TRI-COUNTY INTERNATIONAL TRUC	MVP - VEHICLE REPAIRS	7.35
UNIFIRST CORPORATION	WWTP - UNIFORM RENTAL	44.20
	MVP - SHOP TOWELS	31.72
	WWTP - UNIFORM RENTAL	44.20
	WWTP - UNIFORM RENTAL	44.20
	JPD/CITY HALL - FLOOR MATS	53.00
	MVP - SHOP TOWELS	31.72
	WWTP - UNIFORM RENTAL	44.20
		293.24
USA BLUEBOOK	WWTP - OPERATING SUPPLIES	38.10
	WWTP - OPERATING SUPPLIES	256.22
		294.32
VERIZON WIRELESS	DPW CELL PHONE	25.00
	JPD/DPW-CELL PHONES/RADIO TOWER/JPD-MODEMS	279.87
		304.87
WICKHAM'S TREE SERVICE, LLC	CEMETERY/STREETS TREE AND STUMP REMOVAL	9,400.00
	Total:	190,683.51

**CITY OF JONESVILLE
CEMETERY COMMITTEE
MINUTES of October 12, 2022**

A City of Jonesville Cemetery Committee meeting was held on Wednesday, October 12, 2022 at the Sunset View Cemetery, Jonesville, MI. Chairman Shea Dow called the meeting to order at 9:00 a.m.

Cemetery Committee members present were: Brenda Guyse, Les Hutchinson, John Center, Shea Dow, Charlie Pfau, and Mike Kyser.

Also present: Manager Jeff Gray and Sexton Tyler Butters.

Les Hutchinson led the Pledge of Allegiance and moment of silence.

A motion was made by Les Hutchinson and supported Brenda Guyse to approve the agenda as presented. All in favor. Absent: Brenda Rathbun. Motion carried.

A motion was made by Brenda Guyse and supported by Les Hutchinson to approve the minutes of April 13, 2022. All in favor. Absent: Brenda Rathbun. Motion carried.

The monthly activity report for September 2022 was presented to the committee providing information related to interments, foundations installed, burial rights transfers and disinterments.

Discussion ensued regarding the property transfer between the City and the School District which has been completed. The expansion will allow the City to expand in the future west of the Annex area. The Cemetery Committee will tour the area acquired from the school after adjournment of the meeting.

Charlie Pfau provided an update regarding the American Legion.

The next scheduled meeting will be Wednesday, December 14, 2022 at 9:00 a.m.

A motion was made by Les Hutchinson and supported by Charlie Pfau to adjourn the meeting at 9:12 a.m. All in favor. Absent: Brenda Rathbun. Motion carried.

Submitted by,

Cynthia D. Means
Clerk

Economic Development Partnership of Hillsdale County
Minutes of Regular Meeting
September 8, 2022

Board Members Present: Rick Schaerer, Don Germann, Tom Robinson, Ned Bever, John Condon, Kelly LoPresto, Jeff Gray, Troy Reehl, Vicki Morris, Jason Smith, Katrina Mosher, Ron Griffiths, Kym Blythe, Greg Moore, Doug Ingles

Board Members Absent: Tracy McCullough, David Mackie, Kelly Hodshire, Jeremiah Hodshire, Tony Samon

Guests: Representative Andrew Fink, Sally Clark

Staff: Susan Smith, Annette Sands

Call to Order: 8:00 a.m.- Rick Schaerer

- Motion by Jeff Gray to approve agenda
Support by Don Germann, unanimously approved
- Motion by Don Germann to approve July, 2022 Minutes
Support by John Condon, unanimously approved
- Motion by Greg Moore to approve Treasurer's Report
Support by John Condon, unanimously approved
- Motion by Jeff Gray to approve the Director's Report
Support by Kelly LoPresto, Unanimously approved

Treasurer's Report: Consisted of an overview of the EDP's current fiscal year, 2022-2023. Currently, total Net Assets are \$276,396. Overview of the EDA Consultant Grant, this being reimbursement grant that EDP fronts consultants fees and is reimbursed by EDA funds. There is currently over \$25,000 outstanding for EDA reimbursement. Which would have the EDP in the positive. MEDC Special Project grant funding the EDP will be hosting "Manufacturing Careers in Motion" on September 15th. Currently there is no contract for the MWSE contract.

Director's Report: Consisted of an overview of happenings at the EDP.

- Manufacturing Careers in Motion Event, September 15, 2022. Schedule of students, luncheon with Senator Shirkey, open house public evening
- EDA Consultant work in Camden
- County Commissioner meeting
- GCT America, Inc. business seeking building in Hillsdale County
- LDFA Economic update and Region II economic update
- MEDC Site requests: Projects Margarita and Project Wolf II
- Real Estate Referrals
- Retention calls with Sally Clark, MWSE Representative : Ross Design, Hillsdale Hospital, Metal Technologies

- Business Talent needs
- EDP Community Involvement
- Trends Leadership Professional Development Day October 19

Legislative update from Representative Fink:

Overview of Housing Bills and zoning enabling act that are being introduced. There is a set of five bills that is being introduced that will address aesthetic requirements on Housing Codes/Zoning, distinguishing factory and stick built housing, minimum size and parking, repetitive or surprise studies by developer. To assist in development opportunities which will make housing more affordable since it will be more affordable. All about bringing the costs down and creating starter homes. Also addressing population concerns, public safety spending and school resource officers.

- Greg- Suggested if this could be combined with Community Master Plans, so the code would be established so that it can not be changed later in process
- Jeff- Obstacles are having a development community and locating developer that is looking to build 900-1200 square for workforce housing.
- Kelly LoPresto- Hesitation for builders is due to infrastructure costs
- Sue- expressed need for workforce housing in Hillsdale County

Round Table Discussion:

- Doug- moving forward with court house renovations. There are Economic Historic reasons for renovations- will take approximately 2 years
- Ron- Trends October 19th Professional Development Day hosted by SAU and EDP. Any topics for future Trends Luncheons/events are greatly appreciated. Currently discussed are cybersecurity and economic update
- Jeff- DDA and City Council have extended the timeframe for the Klein Tool building proposal. Hoping to move back to City Hall by the end of September-beginning of October
- Kelly LoPresto- Fly in will be September 11 at the airport. Train activity to Hillsdale and the increase throughout the county. Donut Factory coming downtown next year, EDC has three meadows property for sale, and there are multiple road projects happening.
- Vicki- Mortgages are slowing down, as the rates are increasing. New construction is up, refi low. New rates are 6.9% for 20 year. Discussion on the bidding wars, due to the lack of housing. Buyer never wins in these situations. 2006-2007 housing crisis was due to the fraud
- Greg- Consumers Electrical Rates are higher than they want to be as the legislative costs of service rate is pushing the costs back to the residential usage costs to assist with the manufacturing rates. Commercial and residential issues. The Bills that are in legislation that work out value of solar fixed valuation vs drop off of revenues- standardized.

Adjournment: 9:13 a.m.- Rick Schaerer

Respectfully submitted,
Annette Sands

City of Jonesville
Local Development Finance Authority
Minutes of October 19, 2022

Present: Gerry Arno, Jim Parker, Steve Harding, Rick Schaerer, Kathy Schmitt, Eric Weatherwax, Linda Garcia and Manager Jeff Gray.

Absent: Scott Campbell and one vacancy.

Chairman Schaerer called the meeting to order at the Jonesville City Hall, 265 E Chicago Street, Jonesville, MI at 8:30 a.m.

Steve Harding made a motion and was supported by Kathy Schmitt to approve the agenda as presented. All in favor. Absent: Scott Campbell. Motion carried.

A motion was made by Jim Parker and supported by Kathy Schmitt to approve the minutes of June 16, 2022. All in favor. Absent: Scott Campbell. Motion carried.

Kathy Schmitt made a motion and was supported by Eric Weatherwax to accept the financial report through August 31, 2022. All in favor. Absent: Scott Campbell. Motion carried.

Discussion ensued regarding the Future LDFA Goals and Priorities with a brainstorming session. The following list are possible goals and priorities:

1. Change out LDFA entry signs with electronics.
2. Expansion of Industrial Park with properties adjacent to the LDFA park.
3. Acquisition of underutilized properties on Beck Street.
4. Entrepreneurial park.
5. Workforce training support / Partnership w/Jonesville Community Schools.
6. Housing Development to support local industry.
7. Empty buildings.
8. A Sign along US-12 to market the Industrial Park.
9. Construction of a Spec Building or Buildings.

Sue Smith, Executive Director of the Economic Development Partnership was unable to attend the meeting, but did provide copies for the LDFA members of updates from the EDP.

Manager Gray and LDFA members provided updates.

The meeting was adjourned at 9:45 a.m.

Submitted by,

Cynthia D. Means
Clerk

CITY OF JONESVILLE
CITY FACILITIES RECOMMENDING COMMITTEE
Minutes of November 7, 2022

A City of Jonesville City Facilities Recommending Committee meeting was held on Monday, November 7, 2022 at the Jonesville City Hall, 265 E Chicago Street, Jonesville, MI. Chairman Don Toffolo called the meeting to order at 5:31 p.m.

Present: Don Toffolo, Annette Sands, Joe Ruden, Andy Penrose and George Humphries Jr.

Absent: Abe Graves

Also Present: Jeff Gray

A motion as made by Andy Penrose and supported by Annette Sands to approve the agenda as presented.

The City Facilities Recommending Committee toured the 2nd and 3rd floors of City Hall and returned to Council Chambers for discussion of options.

A motion was made by Annette Sands and supported by Joe Ruden to direct staff to explore options for public and private use of the upper floors of City Hall.

The next meeting is scheduled for December 12, 2022 at 5:30 p.m.

The meeting was adjourned at 6:45 p.m.

Submitted by,

Cynthia D. Means
Clerk

**Jonesville Downtown Development Authority
Regular Meeting
Minutes of November 8, 2022**

Present: Don Toffolo, Gerry Arno, Chris Fast, Joe Ruden, Penny Sarles, Mary Ellen Sattler, and Anthony Smith.

Absent: Gale Fix and Abe Graves.

Also Present: Jeff Gray.

Chairman Don Toffolo called the meeting to order at 8:31 a.m.

Chris Fast made a motion and was supported by Penny Sarles to approve the agenda as presented. All in favor. Absent: Gale Fix and Abe Graves. Motion carried.

Gerry Arno made a motion and was supported by Chris Fast to approve the minutes of September 13, 2022. All in favor. Absent: Gale Fix and Abe Graves. Motion carried.

Gerry Arno made a motion and was supported by Chris Fast to approve the minutes of the September 13, 2022 regular meeting. All in favor. Absent: Gale Fix and Abe Graves. Motion carried.

Gerry Arno made a motion and was supported by Penny Sarles to accept the June 30, 2022 and September 30, 2022 financial reports. All in favor. Absent: Gale Fix and Abe Graves. Motion carried.

Gerry Arno made a motion and was supported by Mary Ellen Sattler to approve the Annual Report on Status of Tax Increment Financing Plan and to authorize staff to submit the report to the Michigan Department of Treasury. The report will also be posted on the DDA section of the City Website. All in favor. Absent: Gale Fix and Abe Graves. Motion carried.

Penny Sarles made a motion and was supported by Joe Ruden to approve a Façade Request from Dallas Hawkins for 107 Olds Street. The grant is for 10% of the qualifying costs up to \$5,000 for a multi-tenant facility. All in favor. Absent: Gale Fix and Abe Graves. Motion carried.

Manager Gray gave an update on the status of the Chicago Street Road Diet, TAP Grant application and Streetscape design. He stated that we should get comments on the preliminary review back soon, and that they are planning to pave in 2024.

Chairman Toffolo gave an update on Christmas in Jonesville, which is planned for December 2nd – December 4th. He stated that they are planning a small procession from Wright Street Park starting at 5:30 p.m. Lighting of the tree will be as soon as Santa arrives at the G. Carl Fast Park. He also stated that most businesses will remain open until 8:00 p.m. on December 2nd.

Gerry Arno made a motion and was supported by Penny Sarles to pursue the replacement of the electric car charging station. All in favor. Absent: Gale Fix and Abe Graves. Motion carried.

Anthony Smith made a motion and was supported by Joe Ruden to approve the 2023 Annual Meeting Calendar with one change. The November 2023 meeting will be scheduled for Tuesday, November 7th. All in favor. Absent: Gale Fix and Abe Graves. Motion carried.

The next scheduled DDA Meeting is Tuesday, January 10, 2023 at 8:30 a.m.

Penny Sarles made a motion and was supported by Joe Ruden to adjourn the meeting at 9:15 a.m. All in favor. Absent: Gale Fix and Abe Graves. Motion carried.

Submitted by,

Lenore M. Spahr
Deputy Clerk

**CITY OF JONESVILLE
PLANNING COMMISSION
Minutes of November 9, 2022**

A City of Jonesville Planning Commission meeting was held on Wednesday, November 9, 2022 at the Jonesville City Hall, 265 E Chicago Street, Jonesville, MI. Chair Christine Bowman called the meeting to order at 7:00 p.m.

Present: Jim Ackerson, Christine Bowman, Jerry Drake, Charles Crouch, Olivia Stemen, and Marty Ethridge.

Absent: Annette Sands

Also Present: Jeff Gray, Tim Bowman, Andy Penrose and Stephen Bezold (R2PC)

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

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

Olivia Stemen made a motion and was supported by Marty Ethridge to approve the minutes from October 12, 2022. All in favor. Motion carried.

Stephen Bezold of R2PC was present and discussed the public input results, review progress on the plan update and to discuss the next steps. The first three (3) chapters of the Draft plan were presented for review and comment. Discussion ensued regarding the time line of the project. Goals and objectives will be presented at the December 2022 meeting.

Manager Gray provided updates.

The next meeting is scheduled for December 14, 2022 at 7:00 p.m.

Jerry Drake and Olivia Stemen were both thanked for their time served on the Planning Commission.

The meeting was adjourned at 8:05 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 NOVEMBER 2022

Total reports written: 52

Accident, Hit & Run: 1
Accident, Public Roadway:3
Accident, Private Property:3
Alcohol Violations: 0
Assault(s): 0
Burglary: 3
Burglary Alarm: 1
Carrying concealed weapon: 0
CSC: 1
Damage to Property: 4
Domestic Violence: 1
Fraud:0
Felonious Assault: 0
Flee and Elude: 0
General Assist: 3
Larceny: 2
Medical Emergency: 9
Mental Petition: 0
Natural Death: 1
Narcotic violation: 2
Noise Complaint: 1
Nuisance Animals: 1
Other Arrests: (warrants, traffic-DWLS/Revoked, etc.): 4
OUIL/OUID: 1
Overdose: 1
Retail Fraud: 4
Resisting & Obstructing: 0
Suspicious situation: 6
Suicide: 0
Traffic/Moving Violations: 12
UDAA/recovery: 1
Weapons offense: 0



**JONESVILLE FIRE DEPARTMENT
November 2022 SUMMARY**

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

Total Calls for 2022 = 184
Total Calls for November 2022 11

<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>
11	11/2/2022	Clean Up	Station					X
9	11/3/2022	Assist Medical	447 Evans St				X	
7	11/5/2022	Wires Down	Greys lake Rd/ 6490 Oakridge		X			
7	11/6/2022	Wires Down	N Sand LK RD/ Bean Rd		X			
4	11/8/2022	Grass/Brush Fire	1661 E Moore Rd		X			
4	11/16/2022	N. LK Wilson/ Olds	PI Accident		X			
10	11/16/2022	Trainings	Lk Wilson					X
7	11/21/2022	Structure Fire	57 S. Howell / Hillsdale				X	
10	11/21/2022	Structure Fire	57 S. howell / Hillsdale				X	
9	11/23/2022	Trainings	Station					X
8	11/29/2022	Gas Leak	701 Olds St	X				

Monthly Calls

Year Total Type of Call

<u>City</u>	<u>Fayette</u>	<u>Scipio</u>	<u>Mutual</u>	<u>Training</u>
56	36	11	52	29

	<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	7	3	3	6	2
September	1	4	1	3	1
October	9	3	2	5	4
November	1	4		3	3
December					

MONTHLY OPERATING REPORT

November 2022

SUBMITTED: **December 12, 2022**

WATER FLOW

MAXIMUM	181,000
MINIMUM	114,000
AVERAGE	160,000
TOTAL	4.790 MG

WASTEWATER FLOW

MAXIMUM	319,000
MINIMUM	232,900
AVERAGE	258,800
TOTAL	7.7653 MG

CALLOUTS: **None**

OPERATION & MAINTENANCE

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

The Wastewater Plant Laboratory processed 126 Bacteria tests, 18 Nitrate tests and 11 Nitrite tests in July. The annual totals through October 2022 are as follows:

- Total Coliform Bacteria-----1143
- Nitrates-----281
- Nitrites-----154

The lab is currently analyzing lagoon samples for seasonal discharges for the communities of Camden, Litchfield, Lk. Diane, Merry Lk., North Adams, Quincy and Reading.

The Michigan Department of Environment, Great Lakes, & Energy has required the City of Jonesville to test for 28 PFAS compounds in our plant effluent. The State has designated 12 parts per trillion (12 ng/l) as a maximum contaminant level. Our initial sample was measured at 13.8 ng/l. We are also required to identify possible sources of PFAS contamination, locate the product that contains the compounds, and either eliminate the product or require pretreatment to eliminate it in the company's sanitary sewer discharge. MEGLE allowed us to propose an alternate PFAS elimination plan. Plant Staff developed and submitted an alternate plan stating that we would continue to sample plant effluent through the remainder of our fiscal year which ends on June 30, 2023. This will allow us to properly budget for industrial surveillance and will allow us more time to determine if we have a problem with PFAS or if it's an occasional discharge. Occasional discharges will be much more difficult to isolate.

The Laboratory Recertification Application from MEGLE was received and will be completed and submitted prior to December 21, 2022.

5-Day Biochemical Oxygen Demand

NPDES Permit 30 Day Average Limit is 20 mg/l

NPDES Permit Daily Maximum is 30 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—2.7 mg/l

Average Percent Removal from the Raw Wastewater—98.5 %

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—4.2 mg/l

Average Percent Removal from the Raw Wastewater—96.9%

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—0.70 mg/l

Average Percent Removal from the Raw Wastewater—87.9%

Ammonia Nitrogen

Monthly Average Limit is Report Only

Daily Maximum Limit is 7.0 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—0.941 mg/l

Average Percent Removal from the Raw Wastewater—97.0%

Jonesville Daily Maximum—2.20 mg/l

Brian Boyle

Jonesville Dept of Public Works

November 2022

Monthly Report

	Maintenance	Salt	Chloride	Top Dirt	COLD MIX
STATE HIGHWAYS	1 HR DT 1/2 HR OT	6 Tons	0 Bag	0 Yd	1/2 Ton
MAJOR STREETS	1 HR DT 1/2 HR OT	5 Tons	0 Bag	0 Yd	0 Ton
LOCAL STREETS	0 HR DT 1 HR OT	6 1/2 Tons	0 Bag	0 Yd	0 Ton
PARKING LOTS	0 HR DT 1/2 HR OT	2 Tons	0 Bag		0 Ton
POLICE STATION	0 HR OT	0 Ton	0 Bag		
FIRE DEPARTMENT	1/4 HR OT	3/4 Ton	0 Bag		
Cemetery	0 HR DT	1/2 Ton			
LDFA	0 HR OT				0 Ton
WATER	0 HR DT 0 HR OT			0 Yd	0 Ton
State Police	1/4 HR OT	1/4 Ton	0 Bag		

There was 1 call out.

The call out on State, Major and overtime on Local St, Parking Lots and State Police was for scraping and salting.

We have been picking up leaves with the leaf vac.

State Highway was cold patched.

We made one more trip around town picking up yard waste.

Road edges were scraped on State Hyw, Major and Local Streets.

The Fire Station was set up for Elections and cleaned up afterwards.

The Christmas decorations were put up for the DDA downtown and Fast Park.

Mike Kyser

**CITY OF JONESVILLE
CASH BALANCES**

	November-2022	BANK BALANCE
GENERAL FUND:		
General Fund Now Checking	101-000-001	62,718.98
General Fund CLASS Acct	101-000-007	1,906,036.59
General Fund Cemetery CLASS Acct	101-000-007.100	94,359.85
General Fund Alloc of Assets CLASS	101-000-007.200	419,183.69
MAJOR STREETS:		
Major Streets Now Checking	202-000-001	65,871.97
Major Streets CLASS Acct	202-000-007	562,476.44
LOCAL STREETS:		
Local Streets Now Checking	203-000-001	61,644.38
Local Streets CLASS Acct	203-000-007	858,723.88
STATE HIGHWAY:		
State Highway Now Checking	211-000-001	16,437.97
L.D.F.A.:		
LDFA Operating Now Checking	247-000-001	7,584.43
LDFA Operating CLASS Acct	247-000-007	3,039,339.02
D.D.A.:		
DDA Now Checking	248-000-001	3,560.18
DDA Operating CLASS Acct	248-000-007	48,739.31
SEWER FUND:		
Sewer Receiving Now Checking	590-000-001	157,228.70
Sewer Bond & Interest Checking	590-000-001.300	10.00
Sewer Receiving CLASS Acct	590-000-007	290,553.03
Sewer Plant Improv. CLASS Acct	590-000-007.200	1,408,595.26
WATER FUND:		
Water Receiving Now Checking	591-000-001	52,277.33
Water Receiving CLASS Acct	591-000-007	322,216.00
Water Plant Improvement CLASS Acct	591-000-007.100	390,106.78
Water Bond Reserve CLASS	591-000-007.200	37,121.10
Water RR&I Reserve CLASS	591-000-007.250	31,187.78
Water Tower Maint CLASS Acct	591-000-007.300	52,887.87
Water Maint CLASS Acct	591-000-007.400	66,871.26
MOTOR VEHICLE POOL:		
Motor Vehicle Pool Now Checking	661-000-001	15,957.73
Equip. Replace CLASS - Police Car	661-000-007.301	28,431.90
Equip. Replace CLASS - Fire Truck	661-000-007.336	48,785.08
Equip. Replace CLASS - DPW Equip	661-000-007.463	157,192.49
Equip. Replace CLASS - WWTP/Vactor	661-000-007.590	45,178.75
CURRENT TAX:		
Current Tax Checking	703-000-001	40,516.08
Current Tax Savings Account	703-000-002	98,312.37
PAYROLL FUND CHECKING:		
	750-000-001	37.99
GRAND TOTAL		10,390,144.19



**SUNSET VIEW CEMETERY ACTIVITY REPORT
NOVEMBER 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
August	3	0	0	0	3	4	0	0
September	3	2	0	0	0	2	0	0
October	0	1	0	0	0	1	0	0
November	0	0	0	0	1	1	0	0
2022 Totals	12	10	0	0	12	15	0	0

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

October/November Activities:

- Fall Clean-up

December/January Focus:

- Sexton Contract

RECEIVED
NOV 21 2022

T 734.662.3246
800.653.2483
F 734.662.8083
mml.org

Dear Municipal Official,

BY: _____

Many communities have recently held local elections and welcomed new officials to their team. To help these new officials get off to the best start, the League offers specialized Newly Elected Officials (NEO) training.

Training covers core topics that will help educate first-time elected officials, as well as seasoned officials, on basic functions such as:

- Overview of basic local government
- Roles and responsibilities of local elected officials
- Open Meetings Act (OMA)
- Freedom of Information Act (FOIA)
- Government finance
- Introduction to League services
- Panel discussion with seasoned elected officials

The course will be held in a variety of locations across the state, as well as virtually:

- Nov. 30 – Lansing
- Dec. 8 and 15 – Virtual
- Jan. 12 – Ann Arbor
- Jan. 21 – Virtual

Please share this information with any newly elected officials in your community. To register, please visit www.mml.org/events/calendar.htm.

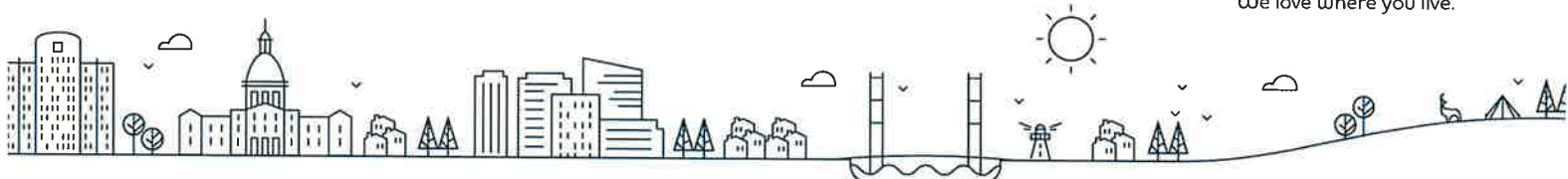
We hope to see your newly elected officials at an upcoming training!

Sincerely,



Kelly Warren
Director, Equity and Member Engagement

We love where you live.





RECEIVED
NOV 21 2022

November 16, 2022

BY: _____

City Manager
City of Jonesville
265 East Chicago Street
Jonesville, MI 49250-1002

RE: Important Information—Price Changes

Dear City Manager:

At Comcast, we are always committed to delivering the entertainment and services that matter most to our customers in Jonesville, as well as exciting experiences they won't find anywhere else. We are also focused on making our network stronger in order to meet our customers' current needs and future demands. As we continue to invest in our network, products, and services, the cost of doing business rises. Rising programming costs, most notably for broadcast TV and sports, continue to be the biggest factors driving price increases. While we absorb some of these costs, these fee increases affect service pricing. As a result, starting December 18, 2022, prices for certain services and fees will be increasing, including the Broadcast TV Fee and the Regional Sports Network Fee. Please see the enclosed Customer Notice for more information.

We know you may have questions about these changes. If I can be of any further assistance, please contact me at 248-924-4917.

Sincerely,

A handwritten signature in black ink that reads "Eric M. Woody".

Eric Woody
Manager, Government & Regulatory Affairs
Comcast, Heartland Region
41112 Concept Drive
Plymouth, MI 48170

Enclosure

Important information regarding your Xfinity services and pricing

Effective December 18, 2022

Xfinity TV	Current	New
Choice TV Select	\$32.50	\$37.50
Choice TV Select - with TV Box (Flex upgrade)	\$41.00	\$47.50
Digital Starter	\$65.45	\$68.45
Broadcast TV Fee	\$16.90	\$23.65
Regional Sports Fee	\$9.50	\$10.15
Service to Additional TV	\$8.50	\$10.00

Pay-Per-View and On Demand Subscription Services	Current	New
Acorn TV On Demand	\$5.99	\$6.99

Xfinity Internet	Current	New
Connect	\$59.00	\$62.00
Connect More	\$79.00	\$82.00
Fast	\$89.00	\$92.00
Superfast	\$99.00	\$102.00
Gigabit	\$109.00	\$112.00
Gigabit Extra	\$119.00	\$122.00

Xfinity Equipment	Current	New
TV Box	\$8.50	\$10.00
TV Box + Remote	\$8.50	\$10.00
Internet/Voice Equipment Rental	\$14.00	\$15.00

Adams Township, Allen Township, Cambra Township, Fayette Township, Hillsdale, Hillsdale Township

85291100 (4540,4550,4560,4570,4580,4590,4600,4610,4640,4650,4660)

P198AH23