



**CITY OF JONESVILLE
COUNCIL AGENDA
MARCH 16, 2022 - 6:30 P.M.
JONESVILLE POLICE DEPARTMENT, 116 W. CHICAGO STREET**

- 1. CALL TO ORDER / PLEDGE OF ALLEGIANCE / A MOMENT OF SILENCE**
- 2. APPROVAL OF AGENDA**
- 3. PUBLIC COMMENTS**
Citizens wanting to address the Council can do so at this time. Persons addressing the Council are requested to give their name and address for the record when called on by the Mayor.
- 4. PRESENTATIONS AND RECOGNITIONS**
A. None.
- 5. PUBLIC HEARING AND SUBSEQUENT COUNCIL ACTION**
 - A. Abatement of Nuisances – 207 Water Street and 518 Evans Street
 1. Public Hearing
 2. Resolution 2022-03 – Council Order and Action [ROLL CALL][Action Item]
- 6. REPORTS AND RECOMMENDATIONS**
 - A. Chicago Street Riverfront Redevelopment [Action Item]
 - B. Mowing Contract [Action Item]
- 7. COUNCIL MINUTES**
 - A. Consider Minutes of the February 16, 2022 Regular Meeting [Action Item]
- 8. ACCOUNTS PAYABLE**
 - A. Accounts Payable for March 2022 totalling \$128,911.10 [Action Item]
- 9. BOARD AND COMMISSION MINUTES** [Action Item]
 - A. Region 2 Planning Commission Minutes – January 13, 2022 and February 10, 2022 (Drake)
 - B. Economic Development Partnership of Hillsdale County – January 13, 2022 (Gray)

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

11. ADJOURN



To: Jonesville City Council
From: Jeffrey M. Gray, City Manager 
Date: March 11, 2022
Re: Manager Report and Recommendations – March 16, 2022 Council Meeting

5. A. Abatement of Nuisances – 207 Water Street and 518 Evans Street
Public Hearing

For at least one year, the Police Department has been engaged in enforcement activities associated with two properties, both owned by Marvin Salyer. You will note in the attached incident reports that the two structures cannot be occupied and are in significant disrepair. Staff feels that all administrative remedies have been exhausted, with no repairs having taken place and neither structure fully secured from entry. At this time, it is my recommendation that City Council approve demolition of both properties in order to abate the public nuisance and that the cost of the demolition be assessed against the properties.

A Complaint and Notice of Public Hearing has been issued via posting on the subject properties, mailing to the owner's address of record and personal service, pursuant to Section 8-52(e) of the Code of Ordinances. The purpose of the public hearing is to consider testimony from the City Manager, the property owner and any other interested party. Following the hearing, the Council may take action to affirm, reverse, or modify the actions of staff to abate the nuisance.

Resolution 2022-03 – Council Order and Action

[ROLL CALL][Action Item]

The enforcement chronology is summarized in the attached Resolution 2022-03 and the Police Incident Reports. In short, after more than a year of enforcement activities related to each property, including issuance of a final violation notice and order for repair, removal or demolition of the structures by the Jonesville Police Department on December 8, 2021, the two properties remain in a dangerous condition, unsecured from entry. The owner has provided no plan for the remediation of violations and remedy for the nuisances on the two subject properties.

Should the Council concur with the staff recommendation, the attached request for demolition bids would be issued. Staff would anticipate that demolition would be complete within 60 days of the City Council action.

It is recommended that the City Council consider a motion to adopt the attached resolution affirming the finding that the residence at 207 Water Street and 518 Evans Street are dangerous structures, unsafe for occupancy. The resolution would further authorize the City Manager to proceed with demolition of the structures to abate the nuisance, with costs to be billed to the property owner, and unpaid costs assessed against the property as a lien. *Please refer to the attached Resolution 2022-03, Police Incident Reports, demolition quote and Section 8-52 of the Code of Ordinances.*

6. A. Chicago Street Riverfront Redevelopment

[Action Item]

The RFP Committee met on March 1st and reviewed the attached proposal from DH Roberts Construction for the redevelopment of the former Klein Tool Building. Victor Face and Dan Loew from DH Roberts attended the meeting to discuss their proposal and answer committee questions. Following discussion, the Committee acted to unanimously recommend that the DDA and City Council approve entering into a Pre-Development Agreement with the company for the property.

The Pre-Development Agreement would give DH Roberts Construction exclusive access to the building for 6 months to complete due diligence activities and to develop a concept plan for redevelopment of the building. At the close of the due diligence period, the concept plan would be approved and the terms of transfer of ownership would be negotiated. The DDA acted at their March 8th meeting to accept the Committee recommendation and to recommend Council approval of a Pre-development Agreement.

The proposal and a sworn statement of experience and financial ability are attached for your review. I have also attached a copy of the Request for Proposals. You can review it for a reminder of the criteria that were set out for evaluating proposals. If you want to focus in on the relevant sections for the review, take a look at the RFP Concept Guidelines, RFP Criteria, and Evaluation Criteria sections on pages 3 and 4.

Following discussion, I recommend a motion that the City Manager be authorized to negotiate a Pre-Development Agreement with DH Roberts Construction, including a 6-month due diligence period for study and development of concept plans for the former Klein Tool Building. *Please refer to the Proposal from DH Roberts Construction, statement of experience and financial ability, and redevelopment RFP.*

6. B. Consider Contract for Mowing Services **[Action Item]**

Michigan Lawn and Landscape has provided mowing and weed control services on several public properties for several years. Our agreement permits the City to extend the contract where the contractor agrees to maintain the same rates. The contract was last competitively bid in March 2016 and renewed in February of 2018 and again in March of 2020, and is now set to expire. Michigan Lawn and Landscape has indicated that is it willing to maintain the same rates for an additional three-year period. However, the contractor is asking for consideration to increase rates by 8% in the event that gas prices reach \$5.00 per gallon locally. Staff has been pleased with the quality of service, and the proposed increase would be the first since 2016 and would guarantee the limit of increase for three additional years. The alternative action would be to request sealed bids for the service. If Council is comfortable with the proposal, a motion would be necessary to approve a three-year extension and to authorize the Manager to execute the contract. *Please refer to the attached contract extension.*

9. BOARD AND COMMISSION MINUTES **[Action Item]**

Board and commission minutes for the prior month are attached. The name of the Council/staff representative to the board is indicated in parentheses. Following any discussion or questions about the board minutes, the appropriate action of Council would be a motion to receive and place the minutes on file.

Correspondence:

- Water Operator Continuing Education Certificates (6)

2022-03

CITY OF JONESVILLE
COUNTY OF HILLSDALE
STATE OF MICHIGAN

**RESOLUTION – ABATEMENT OF NUISANCES:
207 WATER STREET AND 518 EVANS STREET**

At a Regular Meeting of the City Council of the City of Jonesville, County of Hillsdale, and State of Michigan, held in the Jonesville Police Department in said City on the 16th day of March 2022, at 6:30 in the p.m.

PRESENT:

ABSENT:

The following preamble and resolution were offered by Council Member _____ and supported by Council Member _____.

WHEREAS, Marvin G. Salyer (hereinafter referred to as “Owner”) is the owner of record of two properties (hereinafter collectively referred to as “Properties”), a residence located at 207 Water Street (hereinafter individually referred to as “Water Street Property”) and a second residence located at 518 Evans Street (hereinafter individually referred to as “Evans Street Property”); and

WHEREAS, the Evans Street Property was found to be Unfit of Occupancy on March 23, 2018 by the Hillsdale County Building Inspection Department (hereinafter referred to as “Department”) and found to be an Unsafe Structure in a written order by the Department on March 23, 2021; and

WHEREAS, the Water Street Property was found to be an Unsafe Structure by the Department in a written order dated March 23, 2021; and

WHEREAS, Section 8-51 of the City Code of Ordinances defines the Properties as Dangerous Structures due to the conditions identified in the written orders of the Department, and further a public nuisance that shall be repaired, rehabilitated, removed or demolished, pursuant to Section 8-52(a); and

WHEREAS, the City of Jonesville posted written notice on each Property that it was unsafe for human occupancy on March 16, 2021 and ordered each Property to be repaired or demolished; and

WHEREAS, on October 18, 2021, the Jonesville Police Department apprehended two individuals who had illegally occupied the Water Street Property, which was unsecured from entry; and

WHEREAS, on December 8, 2021, the Jonesville Police Department issued a final violation notice and order for repair, removal, or demolition of the Properties, pursuant to Section 8-52(c) of the Code of Ordinances by posting on the subject Properties and hand delivery to the Owner; the notice and order required abatement of the dangerous conditions on or before December 22, 2021; and

WHEREAS, on February 23, 2022, the City Manager issued a Complaint and Notice of Public Hearing for Abatement of Nuisances advising of the right of all interested parties to be heard regarding the recommendation that the City Council approve the demolition of the Properties, with costs to be assessed against the Properties; and

WHEREAS, the Owner has taken no action, to date, to abate the public nuisances; and

WHEREAS, the City Council held a public hearing on March 16, 2022 to consider evidence and testimony from the City Manager, the Owner, and any interested party.

NOW, THEREFORE, BE IT RESOLVED that the Jonesville City Council does hereby find that the Properties are public nuisances and orders that the City Manager cause the Properties to be secured from entry and subsequently demolished. The City Manager shall obtain sealed bids for the demolition and select the lowest qualified bidder.

BE IT FURTHER RESOLVED that the costs associated with securing the Properties and their demolition shall be billed to the Owner and any charges that remain unpaid 30 days after the mailing of the bill shall be assessed against Properties as a lien, pursuant to Section 8-52(e) of the Code of Ordinances.

Upon a roll call vote, the following voted:

AYES: Members:

NAYS: Members:

ABSENT: Members:

RESOLUTION DECLARED ADOPTED.

Cynthia D. Means, Clerk

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Jonesville, County of Hillsdale and State of Michigan at a regular meeting held on the 16th day of March, 2022, and that public notice was given pursuant to Act 267, Public Acts of Michigan, 1976, as amended, including in the case of a special or rescheduled meeting notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.

Cynthia D. Means, Clerk



Jonesville Police Department

Incident Report

116 W. Chicago Street Jonesville, MI 49250

Phone: (517) 849 - 2101 Fax: (517) 849 - 2520

Chief Kurt Etter

(US/Eastern)

ORI MI3049800	County	Venue Jonesville	Report # 22-0064
Report Date / Time 02/03/2022 12:12 Hrs	Occurrence Date / Time 12/22/2021 12:12 Hrs		File Class 55000

Nature of Incident	Supplements Approved Report (1)
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Summary
health and safety

Incident Location

Address 207 Water Street	City Jonesville	State Michigan	ZIP 49250 - 1068	Country United States of America
County:	Township of Occurrence	Clery Location		
Latitude	Longitude	Beat 01	Sub-Beat	

Incident Offenses

Supp # 0	Offense 55000 - Health And Safety	Status Closed	Status Date 12/22/2021 12:12 Hrs
Attempted / Completed Completed	Weapons Used		

Officers Involved

Role Reporting	Name Chief of Police K. Etter (#391)	Agency Jonesville Police Department	Supp # 0
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Incident People

Roles Suspect / Offender, Interviewed	Supp # 0	
Name SALYER, MARVIN GOBEL (Primary Name)	Title	Date of Birth 12/11/1967

Race White	Sex M	Age at Occurrence 54 Years Old	DL # S 460 585 285 942 (Michigan)
Cellular (Date of Info: 06/11/2018) 517-398-7005 - Cellular (Date of Info: 06/11/2018)		Residence (Date of Info: 02/13/2007) 517-398-3005 - Residence (Date of Info: 02/13/2007)	

Address: 3051 HEMLOCK Road READING, MI 49274 (Date of Info: 02/13/2007)			
Height 601	Weight 200	Hair	Hair Length
Eye Color		Build	Facial Hair
			Date of Info 02/13/2007

Incident Organizations

Role Victim	Name Society
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Hillsdale County Inspection

Building Inspection Department &
Soil Erosion Control
33 McCollum St.
Hillsdale, MI 49242

Telephone 517-437-4130
Fax 517-437-3233

March 23, 2021

Marvin Salyer
3051 Hemlock Rd.
Reading, MI 49274

ORDER OF UNSAFE STRUCTURE

Pursuant to Section 116 of the 2015 Michigan Building Code of Hillsdale County/State of Michigan: Unsafe Structures & Equipment.

Upon complaint to our office from the City of Jonesville Police Department, and after a site inspection, the property at 207 Water St., City of Jonesville, Hillsdale County, Parcel # 21-060-001-002, has been determined to be a danger and therefore; declared unsafe by this agency due to the following:

1. Boarded front and side windows.
2. Open second story and side windows creating open structure condition.
3. Visqueen covering rear and side windows on the exterior.
4. Rear window frame falling apart.
5. Rear deck steps broken.
6. Open holes in foundation rear and side creating open structure condition. A cat was witnessed going in and out of the foundation while on site.
7. Bottom of the rear brick chimney is open, and the top of the chimney has collapsed below the gable roof peak.
8. There is a gap above the rear entry door creating open structure condition.
9. Roof shingles are decayed in areas.
10. The City of Jonesville police department has also posted this property unfit for habitation on 3/16/21.

This list should not be considered a complete list of items, but as the minimum basis determining this notice.

Therefore, this building has been found to create a dangerous condition by the building inspector. This notice is to remain in effect until it is repaired or demolished in accordance with the notice which has been given the owner, occupant, lessee, mortgagee, or agent of this building and all other persons having an interest in such building. It is unlawful to violate this notice until such notice is complied

Jonesville Police Department

116 W. Chicago Street

Jonesville, Michigan 49250

911 Service

Administration 517 849-2101

FAX 517 849-9520

VIOLATION NOTICE

December 8, 2021

To: Marvin Salyer
3051 Hemlock Rd.
Reading, MI 49274

This notice is to inform you that you are in violation of the City of Jonesville Building Code Ordinance, Chapter 8, Dangerous Structures-Article III, Section 8-51, specifically paragraphs 2 through 10. See attached ordinance.

Be advised that you have until **December 22, 2021** to repair, remove, or demolish said structure or building and to remove said junk as defined in ordinances. Failure to comply with this notice may result in criminal charges against you with a penalty of up to \$500.00 and/or 90 days in jail, or both. The City of Jonesville may cause the structure or building to be made safe with the cost of repairs or demolition and removal of junk being added to the tax liability of this property as a special assessment.

DATE OF NOTICE: December 8, 2021

ADDRESS OF VIOLATION: 207 Water Street, Jonesville, Michigan, 49250.
518 Evans Street, Jonesville, Michigan, 49250.

DESCRIPTION OF VIOLATION: Structure deteriorated, unsafe for occupancy, unfit for human habitation, vacant for 8 consecutive months, and left unsecured and open to the elements.

REQUIRED COMPLIANCE DATE: December 22, 2021.

Kurt Etter, Chief
Jonesville Police Department
116 W. Chicago Street
Jonesville, Michigan. 49250
Notice served to above named parties on December 8, 2021.



Jonesville Police Department

Incident Report

116 W. Chicago Street Jonesville, MI 49250

Phone: (517) 849 - 2101 Fax: (517) 849 - 2520

Chief Kurt Etter

(US/Eastern)

ORI MI3049800	County	Venue Jonesville	Report # 22-0065
Report Date / Time 02/03/2022 12:12 Hrs	Occurrence Date / Time 12/22/2021 12:12 Hrs		File Class 55000

Nature of Incident	Supplements Approved Report (1)
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Summary
health and safety

Incident Location

Address 518 Evans Street	City Jonesville	State Michigan	ZIP 49250	Country United States of America
County:	Township of Occurrence	Clery Location		
Latitude	Longitude	Beat	Sub-Beat	

Incident Offenses

Supp # 0	Offense 55000 - Health And Safety	Status Closed	Status Date 12/22/2021 12:12 Hrs
Attempted / Completed Completed	Weapons Used		

Officers Involved

Role Reporting	Name Chief of Police K. Etter (#391)	Agency Jonesville Police Department	Supp # 0
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Incident People

Roles Suspect / Offender	Supp # 0	
Name SALYER, MARVIN GOBEL (Primary Name)	Title	Date of Birth 12/11/1967

Race White	Sex M	Age at Occurrence 54 Years Old	DL # S 460 585 285 942 (Michigan)
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Address: 3051 HEMLOCK Road READING, MI 49274 (Date of Info: 02/13/2007)			
Height 601	Weight 200	Hair	Hair Length
Eye Color	Build	Facial Hair	Date of Info 02/13/2007

Incident Organizations

Role Victim	Name Society
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Incident Narratives

Original Narrative

Author: Chief of Police K. Etter #391 Date Created: 02/03/2022 1438 Hrs Supp #: 0

INVESTIGATION OF INCIDENT:

On Tuesday, March 16, 2021 Retire Police Chief Lance posted the property at 207 Water St and 518 Evans St as being unfit for habitation on the front doors of the residences. A request was sent to the Hillsdale County Building Inspectors Office to have a site inspection done on these properties. On March 23, 2021 the building inspector drafted an order of unsafe structure for both residences. The property owner, Marvin Salyer, was sent this order certified mail. On October 18, 2021, Sgt. Albright located two homeless individuals inside 207 Water St. squatting. I, Chief Kurt Etter, inspected the property on October 19, 2021 and it did not appear that any improvements to the properties had been done. Currently I reposted both properties as being unfit for habitation since the original postings were now gone. I spoke with Salyer by TX on Friday, October 22, 2021, at 1230 hrs. I informed him he needed to board up the buildings so they were secure by Wednesday, October 27 and to contact me by Thursday, October 28 with some type of plan on how to fix the properties. I did not hear back from him and the properties were never boarded up so they were secured. On Wednesday, December 8, he was personally served with a violation notice. The required compliance date was Wednesday, December 22, 2021. I did not heard back from Salyer by that date. I checked the both properties again on Thursday, February 3, 2022. They have not been secured and the required improvements have not been done. Due to the Covid-19 pandemic we have allowed Salyer almost a year to start the necessary repairs needed but he has blatantly refused to do anything. He has never attempted to contact myself concerning these properties. This property was previously declared unfit for occupancy on March 23, 2018.

ATTACHMENTS:

- 1) Order of unsafe structure from the Hillsdale County Building Instructor
- 2) Jonesville violation notice
- 3) Jonesville Dangerous Structures ordinance, 8-51
- 4) Jonesville residence posting

PHOTOGRAPHS:

A total of eleven photographs were taken by myself showing the various issues with this residence.

DISPOSITION OF INCIDENT:

I am recommending the City of Jonesville move foreword with the demolition of this property

Signed: Chief of Police K. Etter #391

Reviewed: Chief of Police K. Etter #391

Hillsdale County Inspection

Building Inspection Department &
Soil Erosion Control
33 McCollum St.
Hillsdale, MI 49242

Telephone 517-437-4130
Fax 517-437-3233

March 23, 2021

Marvin Salyer
3051 Hemlock Rd.
Reading, MI 49274

ORDER OF UNSAFE STRUCTURE

Pursuant to Section 116 of the 2015 Michigan Building Code of Hillsdale County/State of Michigan: Unsafe Structures & Equipment.

Upon complaint to our office from the City of Jonesville Police Department, and after a site inspection, the property at 518 Evans St., City of Jonesville, Hillsdale County, Parcel # 21-280-001-030, has been determined to be a danger and therefore; declared unsafe by this agency due to the following:

1. There is open and falling soffit in areas creating open structure condition.
2. There is a gap below the front door creating open structure condition. Entry steps have settled into the ground to this porch.
3. Rear roof shingles are extremely decayed and the lower rear roof section is collapsing.
4. Rear fascia and doors are missing creating open structure condition.
5. The rear upper roof section is missing shingles in areas.
6. Siding is rotting, loose, and missing in areas creating open structure condition.
7. The rear lower chimney vent pipe is missing a cap.
8. Rear windows are broken.
9. Electrical power lines to the home have been cut.
10. There is a void to the under floor system on the rear creating open structure condition.
11. The City of Jonesville police department has also posted this property unfit for habitation on 3/16/21.
12. The property was previously declared Unfit for Occupancy by this office on 3/23/18.

This list should not be considered a complete list of items, but as the minimum basis determining this notice.

Jonesville Police Department

116 W. Chicago Street

Jonesville, Michigan 49250

911 Service

Administration 517 849-2101

FAX 517 849-9520

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December 8, 2021

To: Marvin Salyer
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Reading, MI 49274

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Be advised that you have until **December 22, 2021** to repair, remove, or demolish said structure or building and to remove said junk as defined in ordinances. Failure to comply with this notice may result in criminal charges against you with a penalty of up to \$500.00 and/or 90 days in jail, or both. The City of Jonesville may cause the structure or building to be made safe with the cost of repairs or demolition and removal of junk being added to the tax liability of this property as a special assessment.

DATE OF NOTICE: December 8, 2021

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518 Evans Street, Jonesville, Michigan, 49250.

DESCRIPTION OF VIOLATION: Structure deteriorated, unsafe for occupancy, unfit for human habitation, vacant for 8 consecutive months, and left unsecured and open to the elements.

REQUIRED COMPLIANCE DATE: December 22, 2021.

Kurt Etter, Chief
Jonesville Police Department
116 W. Chicago Street
Jonesville, Michigan. 49250
Notice served to above named parties on December 8, 2021.

**REQUEST FOR BIDS
BUILDING DEMOLITION
CITY OF JONESVILLE**

Project Summary:

The City of Jonesville is seeking sealed bids from qualified contractors to demolish and dispose of all building materials, including underground footings and walls, along with any garages or outbuildings, concrete drives, patios, and private sidewalks at the locations referenced below. The contractor will be responsible for all required local, state and federal permits, associated fees, and notification.

The properties are privately owned and are being demolished pursuant to an order by the Jonesville City Council (Attachment A).

Property Locations:

Water Street Property – Parcel ID 30 21 060 001 002, 207 Water Street, Jonesville, MI (Attachment B)

Evans Street Property – Parcel ID 30 21 280 001 030, 518 Evans Street, Jonesville, MI (Attachment C)

Project Schedule:

The work shall be completed within 30 days of the notice to proceed. It is expected that notice to proceed will be issued on April 18, 2022.

General Requirements:

1. Work must comply with all applicable Federal, State and local codes. The contractor shall be responsible for acquiring and paying for all permits required for this project.
2. Insurance. The successful bidder shall, upon issuance of notice to proceed with project, obtain and maintain during the execution of the contract, an insurance policy meeting the following requirements and shall provide to the City a certificate showing the premiums to be fully paid.
 - a. General Liability Insurance in the amount of \$1,000,000 per occurrence and \$2,000,000 aggregate.
 - b. Statutory Worker's Compensation coverage.
 - c. Automobile Liability Insurance in the amount of \$1,000,000 per occurrence.
 - d. The City, including its officers and employees, shall be named as an additional insured on the General Liability policy.
3. A lump sum payment will be made within 30 days of project completion and acceptance and approval by the City.

Scope of Work:

1. Demolition and disposal of all materials (the entire structure and any out-buildings) from the site, including but not limited to any foundation systems including crawlspace walls, basement walls, footings, piers, and/or basement floors.

2. Hauling all material to an appropriate landfill.
3. Upon removal of any below grade materials all excavations and cavities in the earth shall be filled with clean fill dirt and covered with four inches of top soil, seed and mulch.
4. All utilities shall be terminated and/or plugged, in accordance with the applicable rules, codes and standard practices of the respective utility. The Contractor will terminate the sanitary sewer service, subject to the inspection and approval of the Jonesville Water and Wastewater Treatment Plant Superintendent. The City of Jonesville will terminate water service at the street connection. The City will also request disconnection of gas and electric utilities by the respective utility providers. Any permits or fees for utility termination shall be paid for by the Contractor.
5. In some cases, additional debris may be present on the site. Removal of additional debris should be included in the bid estimate.
6. All concrete slabs on grade shall be removed from the site including but not limited to patios, driveways, drive approaches, private sidewalks and any other slabs located on the site. All areas where concrete is removed shall be restored, per Item 3 above, such that the lot is level.
7. It is expected that water will be used to control dust emissions throughout the demolition process.

Pre-Bid Meeting

There will be no pre-bid meeting for this project. Questions regarding the proposal may be directed to:

Jeffrey M. Gray, City Manager
City of Jonesville
(517) 849-2104
jgray@jonesville.org

Proposals

To be considered, proposals must be submitted in a sealed envelope, clearly marked: "DEMOLITION BID" and received by 2:00 p.m. on Thursday, April 14, 2022 by mail or hand delivery to:

City of Jonesville Police Department
116 W. Chicago Street
Jonesville, MI 49250

Proposals arriving after the date and time will remain unopened and will be disqualified. Any proposal may be withdrawn by giving written notice to the City Clerk before the stated proposal opening time.

The City will award the work to the firm having the combination of price, qualifications, experience, and scheduling most advantageous to the City. The City reserves the right to reject any or all proposals and to waive irregularities and/or informalities in any proposal.

BID PROPOSAL

**BUILDING DEMOLITION
207 Water Street
518 Evans Street**

TO: THE CITY OF JONESVILLE (hereinafter called the "City")

Bidder must provide pricing for each item listed. If the bidder is unable to comply with the specifications as outlined, the bidder shall clearly note these variations from the specifications. The bidder may also propose additions to these specifications that they wish the City to consider; but the costs associated with these additions shall be stated separately.

The undersigned, having examined the bid proposal forms and specifications, does hereby offer BUILDING DEMOLITION listed below at the following prices, to wit:

Item	Description	Unit	Total Bid
1	Demolition – 207 Water Street, Jonesville, MI	Lump Sum	
2	Demolition – 518 Evans Street, Jonesville, MI	Lump Sum	
3			
4			
5			
		Total Bid	

BID SUBMITTED on _____, 2022
Date

BY: _____
Business Name of Bidder

Business Street Address

City, State, and Zip

Signature

Name and Title of Signatory

Telephone Number

E-mail Address

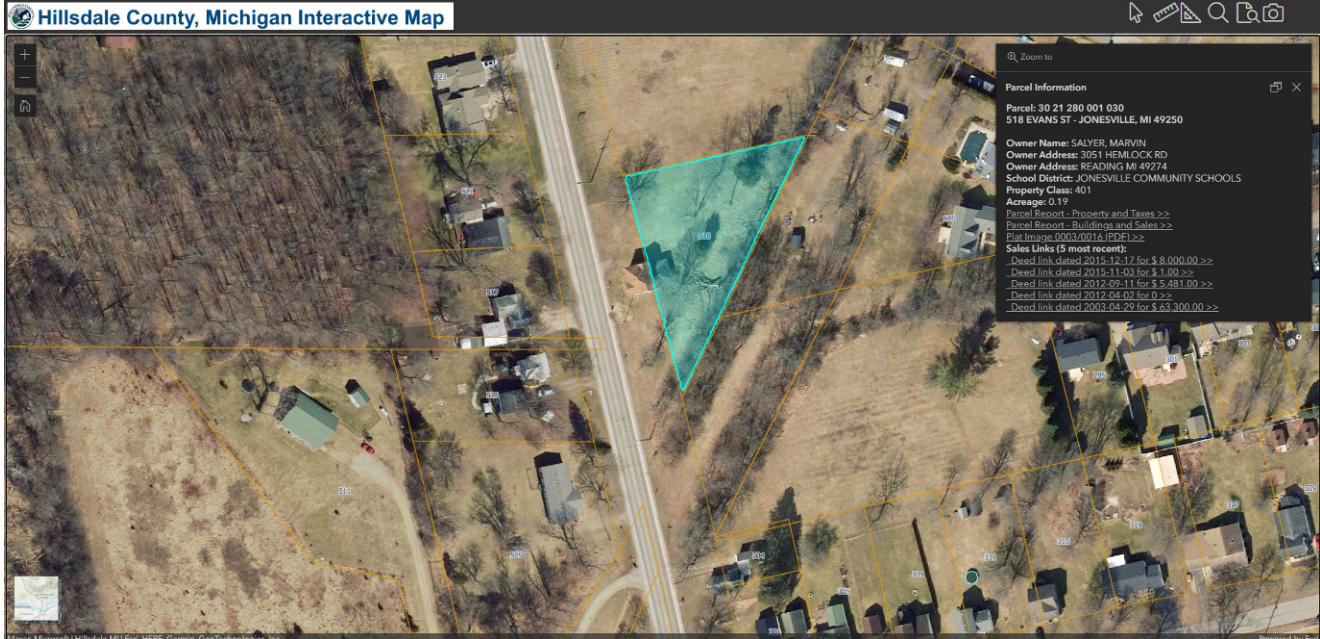
Attachment A

Council Resolution to be inserted here.

Attachment B



Attachment C



DH ROBERT'S CONSTRUCTION KLEIN BUILDING DEVELOPMENT

City of Jonesville

OVERVIEW

DH Robert's Construction is pleased to submit a concept/development plan for the Klein Tool Building for the City of Jonesville for its desire to bring more business and revenue for the downtown area. D H Roberts will be dedicated to partnering with quality retail establishments while increasing residential potential and parking for the downtown area. DH Roberts has a strong desire to work with the downtown community and the City to bring more business and revenue to the downtown area while redeveloping a vacant building into usable space.

The Objective

- Need #1: Make a large space of downtown usable again
- Need #2: Bring more quality retail into downtown
- Need #3: Financial incentives (Both City and DH Roberts)

The Opportunity

- Goal #1: Bring in tenants that will establish themselves for the long term in the City of Jonesville
- Goal #2: Provide quality housing units for people/family's that desire to be in town
- Goal #3: To bring in new jobs, tax base and revenue to the City, and a long-term investment for DH Roberts

OUR PROPOSAL

DH Roberts has been a fixture in the City of Jonesville for 30+ years. We have a desire to see the City of Jonesville grow and see an opportunity to help that happen.

Once we take possession of the property, we would plan to see revenue being generated within 3 years, with full development occupation in 5 years. DH Roberts has vast experience in the construction world with many new and remodel projects compete over the years. We will partner with our local contractors to complete this remodel to keep our investment in the community as much as possible. We work with many contractors in the Jonesville and surrounding area. Our goal is to bring the building into the modern era while still incorporating some of the existing downtown look. By that we plan to keep some of the existing brick, but open the front of the building up with store front windows. We would also start to work on the water street side along with the river side to modernize the look of the building. Idea's are fluid at this stage and nothing has been decided on at this point for a final look.

With the shape of the current building, we see many opportunities in developing the existing structure. Our initial ideas range from a new restaurant, an establishment aimed towards children, and even an establishment for indoor sports. Our primary goal is to find an anchor tenant that wants to establish themselves in the downtown area for many years to come. We would then surround that establishment with other tenants that would bring people to the downtown area.

We also see a need for residential accommodations in the downtown area. We have ideas for apartments, condos or townhouses. We see an opportunity to create middle to high end housing units in this space that range from family units to single or two person units. Developing these units are the fastest way for the City to start generating revenue from this property. Our focus would initially be on the residential side as we develop the retail space and find the right tenants for the City of Jonesville.

There will be a need for Parking with the added businesses and residential area that we are proposing. The initial plan to accommodate parking for new residential units and retail space is to turn a portion of the existing structure into covered parking. Entrance and exit for this parking would come from water street. Our goal would be to work with the City in developing and creating additional parking for when the property is at full occupancy. The purpose of our partnership with the City of Jonesville is to bring added revenue and jobs to the downtown area through this process.

Execution Strategy

Upon taking possession of the property, due to the environmental condition of the property, we will have a baseline assessment along with a phase 1 assessment conducted. We will also have an asbestos and lead evaluation performed so we can dispose of materials in the proper way. Once each of those assessments are complete, we can move forward with development plans.

We have already talked and partnered with a design engineer and discussed ideas with that company. Once a development plan has been set, we will move forward with that plan. We are prepared to invest in the property to make it a desired location for businesses. Our initial plan to keep the existing building, so we will have a roof assessment complete, and if needed, will replace roof if final plan includes keeping the existing structure. We want to come into the retail space and clean the area completely, new paint and fresh lights so we are able to bring prospective tenants into look at the space available, we estimate this to be around \$500,000 - \$600,000 USD. We would like to start the residential on side as well, developing that area in a timely manner so we can make these units available for occupation and we estimate this to be \$300,000 - \$400,000 USD. We would like to note that all options are on the table except a cannabis operation. We are looking for the best return on our investment, as well as bringing in jobs and revenue for the city.

DH Robert's goal is to move as fast as the process will allow us to move. The sooner we can make this happen, the sooner more jobs, tax base and a return on our investment will come to fruition.

CONCLUSION

We look forward to working with City of Jonesville and the existing downtown businesses to develop this vital space of the downtown area. We are confident that we can meet any challenge of the project and stand ready to partner with you in developing this property into a vital part of the downtown area.

If you have questions on this proposal, feel free to contact Victor Face/Dan Loew/Mike Karaptian at your convenience by email at vicdhroberts@gmail.com, dloewdhroberts@gmail.com, mike@dhrobertsconstruction.com or by phone at (517) 849-7236. We will be in touch with you next week to arrange a follow-up conversation on the proposal.

Thank you for your consideration,

DH Roberts Construction

Victor Face

Dan Loew

Mike Karaptian

DH Roberts Construction

ofc 517-849-7236

fax 517-849-7238

of Jonesville

2/17/22

Projects recently completed by DH Roberts const

Martinrea Jonesville, we have completed for them over the past two years: three additions, parking solutions and complete office remodel totaling over 4 million dollars. Contact Sagar Patel

We are currently starting a 38,000-sf addition totaling over 7.5 million. Project details are confidential on the new project. Additional information can be provided on request.

We own and operate 3 Biggby coffee shops yearly revenues combined total over 2.4 million

We own and operate Wolverine steel and welding in Concord, with revenues over 1.5 million

We currently own and are building out another Biggby coffee in Sturgis with anticipated yearly revenues over \$800K

I swear that we as a conglomerate organization (DH Roberts const, Wolverine Steel and Welding, V and K Cafe', KV properties) or as individuals (Victor or Karen Face) do not owe or have any delinquent taxes to any jurisdiction, local, state or Federal authorities. So help me God.

RESPECTFULLY SUBMITTED



VICTOR FACE
PRESIDENT
222 WATER ST
JONESVILLE, MI 49250
vicdhr Roberts@gmail.com



City of
Jonesville

265 E. Chicago Street, Jonesville, MI 49250

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

REQUEST FOR PROPOSALS

DOWNTOWN JONESVILLE DEVELOPMENT OPPORTUNITY CHICAGO STREET RIVERFRONT REDEVELOPMENT

CITY OF JONESVILLE, MICHIGAN JONESVILLE DOWNTOWN DEVELOPMENT AUTHORITY

The City of Jonesville (City) and the Jonesville Downtown Development Authority (DDA) are accepting sealed proposals for the **“Chicago Street Riverfront Redevelopment.”** Proposals will be accepted until such time as the City and DDA have received a proposal that they deem to be most favorable to the interests of the City and DDA. Proposals will be reviewed beginning on Monday, October 25, 2021. Proposals will be considered until the City/DDA has entered into a Pre-Development Agreement with a potential developer, or December 31, 2021, whichever occurs sooner.

Please mark sealed envelopes: “Chicago Street Riverfront Redevelopment” on the lower left-hand corner. In addition, if the proposal is to be express mailed, “Proposal Documents Enclosed DO NOT OPEN” must be conspicuously marked on the package. Faxed and emailed proposals will not be considered or accepted.

Proposals shall be submitted to:

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

The City and DDA reserve the right to reject any or all proposals, to waive any informality in the proposal received, and to accept any proposal or part thereof, which it shall deem to be most favorable to the interests of the City and DDA.

**REQUEST FOR PROPOSALS
DOWNTOWN JONESVILLE DEVELOPMENT OPPORTUNITY
CHICAGO STREET RIVERFRONT REDEVELOPMENT**

The City of Jonesville (City) and the Jonesville Downtown Development Authority (DDA) are seeking experienced development entities that have demonstrated success in executing highly complex redevelopment projects. The selected entity will be the City/DDA’s redevelopment partner for the project. The selected developer will be responsible for coordinating all development activities, including, but not limited to: conceptual and final site plans, project pro formas, property acquisition, market and feasibility studies, securing private sector equity and financing, and partnering with the City of Jonesville and Jonesville DDA to facilitate all project components, including the potential use of public financing and other incentives. Should the City select a developer, it will require that the developer enter into a Pre-Development Agreement regarding their due diligence responsibilities. Any final development plans will be subject to negotiation of a complete development agreement between the City/DDA and developer, as well as the City’s development review process.

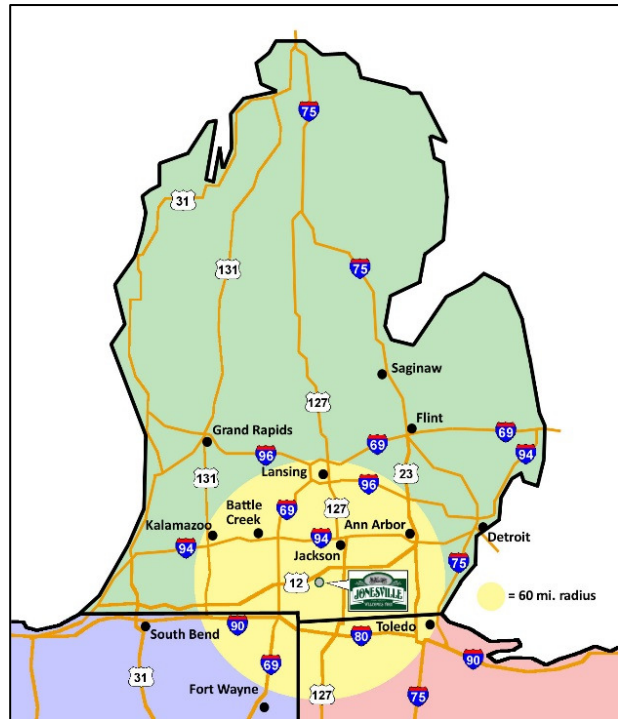
BACKGROUND

Jonesville is located in southern Michigan at the intersection of US-12 and M-99. The City is approximately 30 minutes south of Jackson and approximately 20 miles north of the point where the Michigan, Indiana and Ohio borders meet. The City is well-positioned within an hour drive to several cities in the three states, with good access to area interstates.

Jonesville is about 2.9 square miles and has a population of 2,258 residents (2010 Census). Despite its small size, the City boasts a diverse economy that includes professional services, retail and manufacturing. Industry includes a large international fabrication company, as well as several smaller shops and manufacturers, including several locally- and family-owned businesses.

Downtown Jonesville has established a reputation as a destination for food and arts. Our restaurants are widely known, with Jonesville often recognized as a top small town for food. We boast an active and vibrant community theater. There are many service and retail offerings, as well. Andrew Mack and Sons Brush Company, Jonesville Lumber, and Powers Clothing – the nation’s oldest Carhartt retailer – are all centennial businesses in the Downtown.

The DDA is active in Downtown maintenance, having upgraded the streetscape and investing in several public parking improvements. The City takes great pride in its efforts to maintain and improve its streets and other public infrastructure.



DETAILED DESCRIPTION OF SITE AND OPPORTUNITY

The City of Jonesville and the Jonesville DDA collectively own three parcels in the Downtown. The primary parcel includes a vacant 68,500 square foot former manufacturing building, depicted as Parcel I on Attachment A. Parcel II is a small parcel, formerly used for parking. It is separated from Parcel I by a Consumers Energy substation; there is an access easement across the rear of the substation property that connects Parcel I and II. Parcel IV was acquired by the City and DDA in anticipation that additional parking would be needed to accommodate the redevelopment.

The property provides a unique redevelopment opportunity, overlooking the St. Joseph River, and with frontage on US-12/Chicago Street. Traffic counts taken in 2020 put the Average Daily Traffic (ADT) on US-12/Chicago Street in the vicinity of the site at 11,866 vehicles per day.

The property was acquired by the City and DDA in 2010. Previously, the structure on Parcel I was operated from 1945 until 1986 by Vaco Products, a manufacturer of metal hand tools. Klein Tools purchased the building in 1986 and continued to manufacture metal hand tools until approximately 2008. The historic development of the existing building is illustrated in Attachment 2.

Known historical uses of Parcel I date back to 1884 and include Jonesville Woolen Mill building, as well as a restaurant, an engineering business, a steam printing business, a meat market, a fire house, hardware store, tin shop, photo shop, shed, icehouse, agricultural implements store, wagon shop, bowling alley, paint shop, dwelling, machine shop, laundry cleaning and pressing business, carpenter shop, auto garage, hardware store, auto repair facility, hay rack factory, auto sales business, and a lodge/hall.

ENVIRONMENTAL CONSIDERATIONS

The property has existing subsurface contaminants typical of a manufacturing site of its age. A baseline environmental assessment (BEA) conducted on behalf of the City in 2011 found known areas of volatile organic compounds (VOCs), polycyclic aromatic hydrocarbons (PAHs), metals, and trichloroethylene (TCE). The BEA includes both a Phase I and two Phase II Environmental Assessments, as well as soil and groundwater test results.

A Due Care Compliance Plan was completed in 2019 through a grant from the Michigan Department of Environment, Great Lakes and Energy (EGLE). The Plan includes additional subsurface tests, as well as indoor air sample results.

These environmental reports can be viewed on the City's website at:
<http://www.jonesville.org/redevelopment.aspx>.

DEVELOPMENT TOOLS - The City and DDA will assist the developer with public financing options with a number of local, state and federal tools.

- **Tax Increment Financing (TIF).** The use of Downtown Development Authority TIF may be used to cover eligible public infrastructure costs.
- **State and Federal Incentives.** The City will work with the developer to secure any available State and Federal incentives, including the Michigan Economic Development Corporation (MEDC) Community Revitalization Program and/or Community Development Block Grant (CDBG); remediation grants and loans from the Michigan Department of Environment, Great Lakes and

Energy (EGLE) or Environmental Protection Agency (EPA); and the Michigan Natural Resources Trust Fund (MNRTF) grant through the Michigan Department of Natural Resources (MDNR), if applicable. The City has previously worked closely with EGLE staff for environmental evaluations; EGLE has advised that they will consider grant and loan proposals for qualifying developments.

- **Property.** The building and land controlled by the City and DDA is available to the selected developer to purchase, as deemed appropriate based upon the project needs. The developer will negotiate with the Jonesville DDA/City on the sales price of the property. The City and DDA may consider a below market sale price to assist with a development that expands tax base and/or job creation in the Downtown. The DDA and City may consider partnering in the development of aspects of the project, particularly if public parking and/or public utilization of the riverfront are necessary to the redevelopment.

RFP CONCEPT GUIDELINES

The City and DDA are seeking a proposal that will maximize land values, and result in a design and use that compatible with existing uses in the Downtown. The purpose of this RFP **is not** to require prospective developers to fully design the project. On the contrary, the intent is to generate a design concept that the developer, City, and DDA feel has market potential and will be an improvement to Downtown Jonesville. The following guidelines are provided to assist in the development of a design concept for the redevelopment site:

- The DDA and City prefer that the property be redeveloped for a “Downtown compatible” use. The preferred building use or uses would include retail, office, food service, residential, or other uses similar to existing businesses Downtown.
- However, the DDA and City will entertain proposals for any viable re-use or redevelopment of the building that will result in the creation of new jobs and/or tax base in the Downtown.
- The building design would be consistent with the appearance and site design that exists Downtown, as stated in the form-based regulations for Downtown buildings. The City’s form-based regulations are included on the City’s website at:
<http://www.jonesville.org/redevelopment.aspx>.

RFP CRITERIA

Along with a concept plan, the City of Jonesville and Jonesville DDA are requesting that interested developers submit qualifications. The amount of information submitted is not limited to a set number of pages, but we ask that you be concise and mindful of the review team. The proposal must include a Letter of Interest, as well as the following content:

- **Development Entity.** Identify the development entity that would enter into a Pre-Development Agreement with the City/DDA, including all intended partners to the extent known at this time. Please indicate complete listing of names, titles, addresses, and phone numbers, as well as the primary contact person.
- **Relevant Experience.** Provide evidence of a substantial development project(s) that the development entity is currently undertaking or has completed. Please provide at least one reference for the City/DDA to contact in relation to each applicable project. Allow proprietary information related to prior development to be reviewed by select members of the review team if requested.

- **Financial Capacity.** Provide evidence of developing and financing similar projects. A sworn statement certifying that the submitting entity is not delinquent to any local, County, State or Federal taxing jurisdiction in any property, income, or business taxes must also be provided.

EVALUATION CRITERIA

Respondents shall provide sample reports, plans, schedules, financing strategies and photos of completed projects, as well as awards, recognition of successful project and partnerships

The best candidate will demonstrate the following:

- a. Years of experience in the field of large-scale development projects, including experience in Downtown redevelopment.
- b. Qualifications, financial capacity and track record of key personnel and the development entity.
- c. Ability to seek and secure multi-layer financing tools, coordinate complex construction schedules and lead a public/private partnership team and the capacity to deliver the overall project, as well as reasonable estimates of project costs and sources and uses of funds.
- d. Experience with brownfield redevelopment, including contaminated sites.
- e. Compatibility of the conceptual design and proposed use(s) with the Downtown.
- f. The evaluation criteria are intended to assist the review committee in comparing and assessing the qualifications; however, the determination of the most qualified entity or the most appropriate proposal may incorporate additional criteria or considerations.

SELECTION PROCESS

A Review Committee made up of representatives from the City, DDA, and representatives from related City Boards and Commissions will evaluate the qualifications based upon the criteria above. Proposals will only be accepted if the entity is deemed qualified under the qualifications criteria. The Review Committee will determine if there are one or more development entities/teams and conceptual proposals to consider further. If the evaluation results in more than one proposal being considered, then there will be an interview process to further evaluate the experience and qualifications of the key personnel. The review team will take their recommendation to the DDA and the City Council. City Council will make the final decision.

Upon selection of one development entity or team, the City and DDA would enter into a Pre-development Agreement that would include a defined timeline in which the developer will conduct additional due diligence in partnership with the City, and the City would commit not to sell the properties to anyone else during that defined term. During that due diligence phase the developer would be expected to further define the project scope, design and program, as well as to advance the financial evaluation of the site and conduct appropriate feasibility studies.

During the pre-development phase the City/DDA will perform a detailed review of the developer's financial capacity to complete the proposed project, among other considerations, which will also be reviewed. At the end of the time defined in the pre-development agreement the City/DDA and Developer would evaluate the results of the due diligence and determine if there is a feasible and mutually beneficial redevelopment project for the site that would justify moving toward negotiation of a development agreement.

The City and DDA reserve the right to reject any or all proposals, to waive any informality in the proposal received, and to accept any proposal or part thereof, which it shall deem to be most favorable to the interests of the City and DDA. The public entities are not liable for any costs incurred by any developer prior to the negotiation, approval and execution of a development agreement.

ADDITIONAL INFORMATION

Questions and Inquiries

Any and all questions related to this RFP must be submitted in writing by 12:00 pm, Friday, October 15, 2021. No questions will be accepted after that time. Answers to questions will be provided on the City's project webpage (<http://www.jonesville.org/redevelopment.aspx>) on, or before 4:30 p.m. on Wednesday, October 20, 2021. All inquiries related to this RFP must be directed, in writing to:

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

Acceptance of Responses

The RFP is not a binding agreement. Responses to the RFP will be evaluated, as cited herein, and respondents will be notified whether they have been chosen to proceed in the process. Submissions will be kept confidential, as permitted by law. The anticipated timeline for the selection process is outlined, as follows:

- September 17, 2021 – RFP Issued
- October 6, 2021 – Building open house, 4:00 p.m. to 6:00 p.m., 121 Water Street
- October 15, 2021 – Written questions/requests for clarification due by 12:00 p.m.: email to jgray@jonesville.org
- October, 20, 2021 – Responses to written inquiries posted to city's website <http://www.jonesville.org/redevelopment.aspx>
- October 25, 2021 – Review Committee will begin reviewing proposals, as they are received.

Written Proposals shall include: Nine (9) copies of the Proposal, along with one electronic copy (on CD or thumb drive) of proposal shall be submitted, as follows:

Proposals will be accepted until such time as the City and DDA have received a proposal that they deem to be most favorable to the interests of the City and DDA. Proposals will be reviewed beginning on Monday, October 25, 2021. Proposals will be considered until the City/DDA has entered into a Pre-Development Agreement with a potential developer, or December 31, 2021, whichever occurs sooner.

Please mark sealed envelopes: "Chicago Street Riverfront Redevelopment" on the lower left-hand corner. In addition, if the proposal is to be express mailed, "Proposal Documents Enclosed DO NOT OPEN" must be conspicuously marked on the package. Faxed and emailed proposals will not be considered or accepted.

Proposals shall be submitted to:
Jeff Gray, City Manager
City of Jonesville
116 W. Chicago Street
Jonesville, MI 49250
jgray@jonesville.org

- Following review of proposals, finalist firms will be selected for further consideration. If deemed warranted, interviews of a firm or firms will take place prior to recommending a firm to the City and DDA.
- Execution of a pre-development agreement would allow the selected firm to conduct due diligence and develop a project design and scope for consideration by the City and DDA.

Conflict of Interest

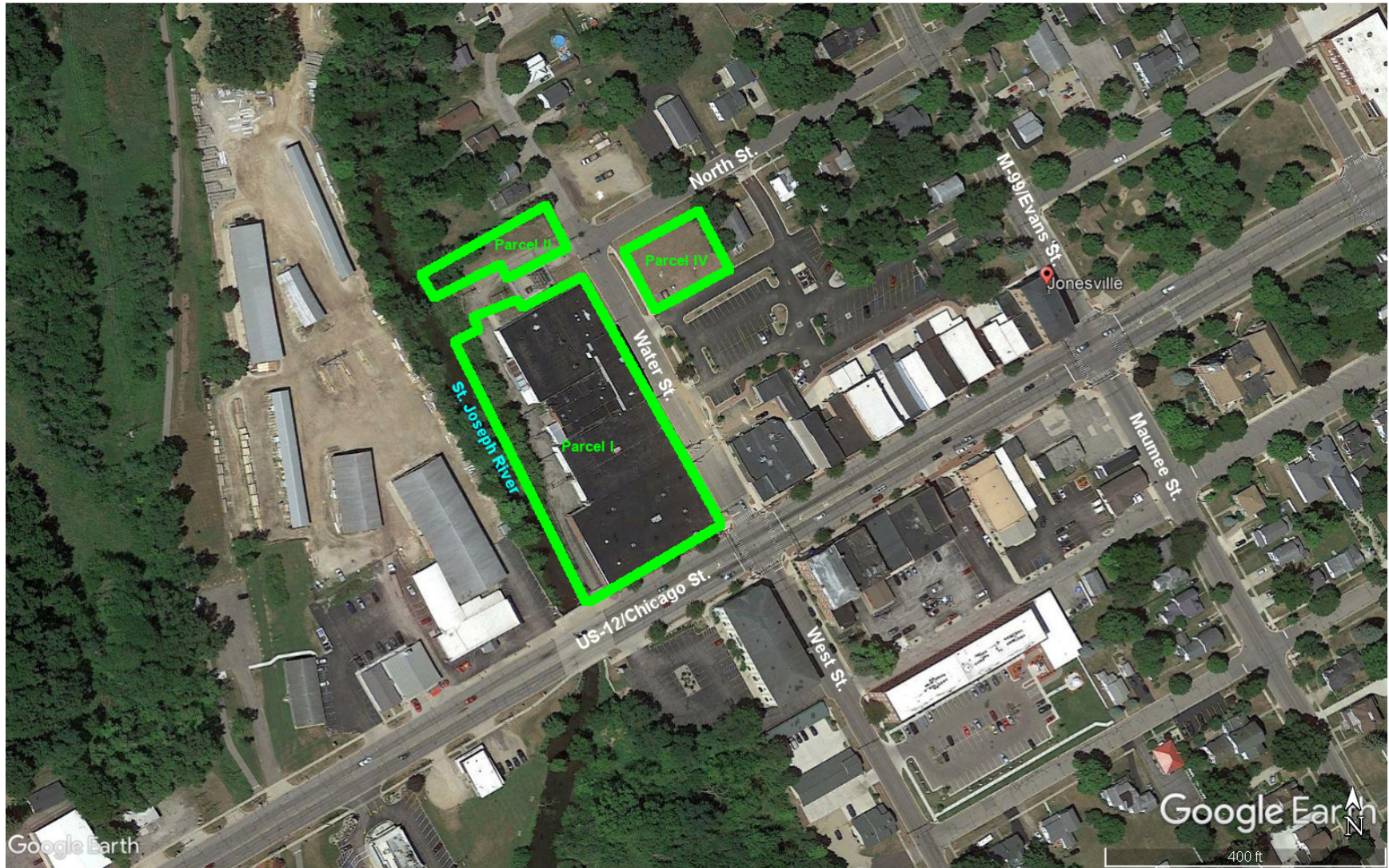
The respondent should disclose any conflicts of interest, in writing, to the City of Jonesville/Jonesville DDA. The City of Jonesville/Jonesville DDA will consider the nature of the respondent's responsibilities and the degree of potential or apparent conflict in deciding the course of action that the respondent needs to take to remedy the conflict of interest.

A conflict of interest exists wherever an individual could benefit directly or indirectly from access to information or from a decision over which they may have influence and also includes a perceived conflict where someone might reasonably perceive there to be such benefit and influence.

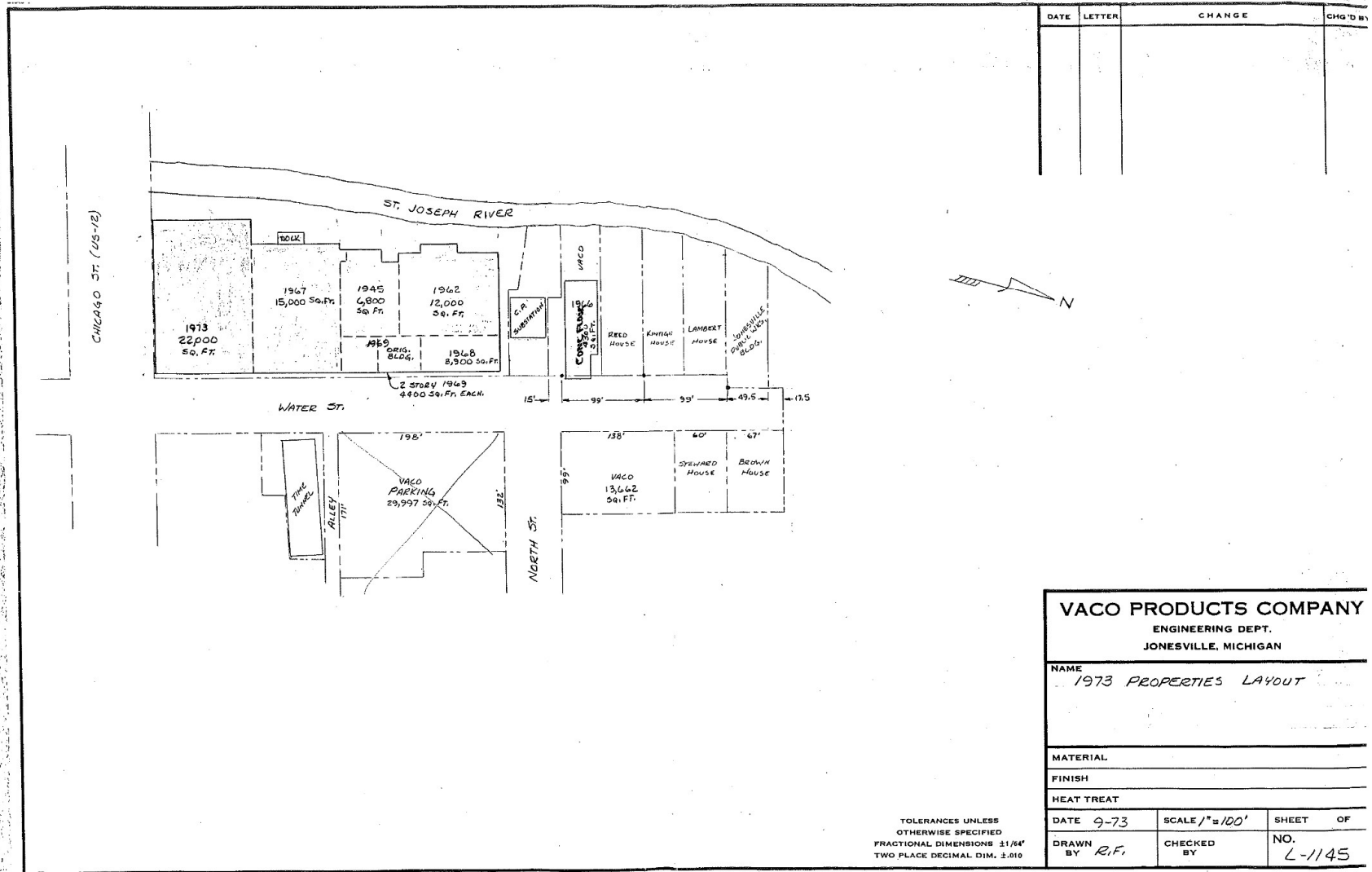
A conflict of interest occurs when a staff member or consultant attempts to promote a private or personal interest that results in an interference with the objective exercise of their job responsibilities, or gains any advantage by virtue of his/her position and working relationship with the City of Jonesville and Jonesville DDA.

Conflicts of interest may be real, potential or perceived. Failure by the respondent to disclose a conflict of interest, be it real, potential, or perceived, will result in disqualification.

Attachment 1



Attachment 2



RECEIVED
MAR 10 2022

BY: _____



Office: 517-563-2231 Mobile: 517-474-2231

3 Year Contract

March 10th, 2022

To the City of Jonesville:

As agreed, we will again hold the current prices listed below starting with the 2022 lawn season. As discussed concerning fuel prices; If local regular unleaded gasoline meets or exceeds \$5.00 per gallon US within this contract, we will need to adjust the current pricing to reflect an 8% increase across the board. This increase will be the new agreed to pricing for the balance of the contract. Again.... prices will remain the same if the gasoline prices do not reach \$5.00 per gallon.

Any additional mowing and or services to the current list will be subject to price adjustments accordingly.

1. Wright Street Park @ \$62.37
 2. G. Carl Fast Park @ \$46.78
 3. Iron Removal Plant @ \$31.19
 4. Waste Water Treatment Plant @ \$88.36
 5. Police Department @ \$29.79
 6. Fire Department @ \$6.60
 7. Clinton Street / Crest Lane @ \$25.99
 8. Oak Street / US 12 @ \$24.75
 9. North Parking Lot @ \$85.00
 10. Industrial Parkway @ \$59.07
 11. Deal Parkway @ \$59.07
 12. Interdyne Drive (End) @ \$6.60
 13. Leaf Pick Up at Wright Street Park @ \$106.22
 14. Leaf Pick Up at G. Carl Fast Park @ \$154.12
 15. Weed control Spring and Summer \$25.00 per hour and \$5.00 per gallon
- *Gallons per hour vary (hand pump verse mechanical sprayers)

Signature: _____
Signature acknowledges acceptance of contract.

Date: _____

****Subject to Approval****

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

A meeting of the Jonesville City Council was held on Wednesday, February 16, 2022 at the Jonesville Police Department, 116 W. Chicago Street, Jonesville, MI. Mayor Pro-Tem Tim Bowman called the meeting to order at 6:30 p.m. Council members present were: Jerry Drake, Brenda Guyse, George Humphries Jr., Delesha Padula and Andy Penrose.

Also present: Manager Gray, Treasurer Spahr, WWTP Supt. Boyle, DPW Supt. Kyser, Public Safety Director Etter, Kathleen Schmitt, and Marty Ethridge.

Councilman George Humphries Jr. led the Pledge of Allegiance and moment of silence.

A motion was made by Brenda Guyse and supported by Jerry Drake to approve the agenda as presented. All in favor. Absent: Gerry Arno. Motion carried.

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

Marty Ethridge spoke briefly regarding The Jonesville Mission and to the support he is receiving from this community.

A motion was made by Brenda Guyse and supported by Delesha Padula to recommend appointment of Marty Ethridge to the Planning Commission for a three-year term ending in November of 2024. All in favor. Absent: Gerry Arno. Motion carried.

Jerry Drake made a motion to approve payment in the amount of \$77,850 to Foulke Construction for the WWTP laboratory renovations. Brenda Guyse supported the motion. All in favor. Absent: Gerry Arno. Motion carried.

A motion was made by Andy Penrose and supported by Jerry Drake to authorize the City Manager to execute a letter of financial commitment for the Maumee Street Grant Application to the Michigan Department of Transportation. The work on Maumee Street from E. Chicago Street to the City limits would include milling and paving, sidewalk repairs, and new accessible sidewalk ramps along with the addition of a center turn lane from Adrian past the school driveways to address traffic at school pick-up and drop-off. The City is eligible to receive \$375,000 in Federal Small Urban grant dollars which will require the City to provide a 20% grant match in the amount of \$93,750. All in favor. Absent: Gerry Arno. Motion carried.

Brenda Guyse made a motion and was supported by Delesha Padula to approve the Contract Renewal for the Cross Connection Control Program which includes a 3% increase. All in favor. Absent: Gerry Arno. Motion carried.

A motion was made by Delesha Padula and supported by Jerry Drake to approve Resolution 2022-02 – Abatement of Dangerous Structure for the location of 335 Murphy Street which was damaged by fire in February 2020. The owner of the property has abandoned the property, leaving the City to proceed with an emergency order securing the site and proceeding with the completion of the demolition and cleanup of the property, at a cost of \$13,800. Being unlikely that this balance will be paid, the Resolution allows the placement of the charges as a lien on the property as allowed by ordinance. Roll Call Vote: Ayes: Jerry Drake, Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose and Tim Bowman. Nays: None. Absent: Gerry Arno. Motion carried.

Andy Penrose made a motion and was supported by Brenda Guyse to schedule a Public Hearing for the March 16, 2022 City Council meeting to be held at 6:30 p.m. at the Jonesville Police Department for the purpose of Abatement of a Dangerous Structure associated with two properties owned by Marvin Salyer. Both properties, 518 Evans Street and 207 Water Street, cannot be occupied and are in significant disrepair. All in favor. Absent: Gerry Arno. Motion carried.

A motion was made by Delesha Padula and supported by Brenda Guyse to purchase seven (7) Microsoft Windows based laptops and Office software to supply to Council for viewing Council packets and addressing other City business from IT Right in the amount of \$6,646.92. There will be an additional nominal cost for a wireless mouse for each device. All in favor. Absent: Gerry Arno. Motion carried.

Jerry Drake made a motion and was supported by Brenda Guyse to amend the current budget of an additional \$1,100 for installation of Accounts Receivable software. All in favor. Absent: Gerry Arno. Motion carried.

A motion was made by Brenda Guyse and supported by George Humphries Jr. to approve the Fiscal Year 2022-2023 Budget Calendar. All in favor. Absent: George Humphries Jr. Motion carried.

The Fiscal Year 2022 six-month budget comparison (July 1, 2021 – December 31, 2021) was provided to City Council for their review.

A motion was made by Brenda Guyse and supported by George Humphries Jr. to approve the minutes of January 19, 2022. All in favor. Absent: Gerry Arno. Motion carried.

Andy Penrose made a motion and was supported by Delesha Padula to approve the Accounts Payable for February 2022 in the amount of \$537,825.55. This includes an additional amount of \$18,200.00 for Foulke Construction for work on the City Hall. All in favor. Absent: Gerry Arno. Motion carried.

A motion was made by Brenda Guyse and supported by Andy Penrose to approve the Board and Commission minutes consisting of the LDFA, DDA, and Planning Commission. All in favor. Absent: Gerry Arno. Motion carried.

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

Mayor Pro-Tem Bowman adjourned the meeting at 7:45 p.m.

Submitted by:

Cynthia D. Means
Clerk

Timothy Bowman
Mayor Pro-Tem

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
AT&T	LOCAL/LONG DISTANCE	3,514.79
BAKER, VICKI/B & B CLEANING,	FEB CLEANING SERVICES	480.00
BRINER OIL CO., INC.	MVP - BULK TANK	296.10
	MVP - BULK TANK	200.39
	MVP - OPERATING SUPPLIES/ACCT 26	25.00
	MVP - BULK TANK/ACCT 26	272.10
	JFD - GASOLINE/ACCT 25	78.73
	JFD - GASOLINE/ACCT 25	15.99
	JFD - GASOLINE	95.62
		983.93
BS&A SOFTWARE	MISC REC SOFTWARE IMPLEMENTATION	500.00
	CEMETERY SOFTWARE IMPLEMENTATION	1,800.00
		2,300.00
BUTTERS EXCAVATING & LAWN CAF	CEMETERY MAINT/SEXTON SERVICES	2,525.00
CAPITAL ONE	WALMART - OFFICE/OPERATING SUPPLIES	239.69
	WALMART - SUPPLIES	73.87
		313.56
CLARK ELECTRIC, INC.	WWTP - TRICKLING FILTER CONTROL PANEL REPAIR	3,277.16
	WWTP - TRICKLING FILTER CONTROL PANEL REPAIRS	2,613.74
		5,890.90
CMP DISTRIBUTORS, INC.	JPD - UNIFORMS	114.00
CONSUMERS ENERGY	IRON REMOVAL PLANT ELECTRICITY	1,431.82
	DDA BUILDING ELECTRICITY	415.85
	DDA - UNMETERED PARKING LOT LIGHT ELECTRICITY	21.38
	CITY-WIDE LED STREET LIGHT ELECTRICITY	1,027.31
	CITY-WIDE STREET LIGHT ELECTRICITY	1,409.48
	DOWNTOWN/STREETSCAPE LIGHT ELECTRICITY	654.24
	RADIO TOWER ELECTRICITY	40.48
	CITY HALL ELECTRICITY	92.77
	CITY HALL SECOND FLOOR ELECTRICITY	29.63
	FREEDOM MEMORIAL ELECTRICITY	45.53
	JPD ELECTRICITY	242.38
	JFD TRUCK BAY ELECTRICITY	169.13
	JFD TRAINING ROOM ELECTRICITY	78.99
	FAST PARK ELECTRICITY	43.98
	WRIGHT ST PARK ELECTRICITY	34.42
	500 IND PKWY SPRINKLER METER ELECTRICITY	32.46
	100 DEAL PKWY SPRINKLER METER ELECTRICITY	34.14
	598 IND PKWY SPRINKLER METER ELECTRICITY	29.78
	DDA - METERED PARKING LOT LIGHT ELECTRICITY	75.05
	WWTP ELECTRICITY	5,343.24
	WATER TOWERE ELECTRICITY	95.17
	DPW BUILDING ELECTRICITY	247.46
	CEMETERY ELECTRICITY	39.72
	DPW ELECTRICITY	247.31
	WRIGHT ST PARK ELECTRICITY	34.14
	598 IND PKWY SPRINKLER METER ELECTRICITY	29.63
	WATER TOWER ELECTRICITY	93.19
	100 DEAL PKWY SPRINKLER METER ELECTRICITY	34.14
	500 IND PKWY SPRINKLER METER ELECTRICITY	32.46
	DDA - METERED PARKING LOT LT ELECTRICITY	89.54
	FAST PARK ELECTRICITY	64.94
	CITY HALL ELECTRICITY	87.99
	CITY HALL SECOND FLOOR ELECTRICITY	29.36
	JPD ELECTRICITY	224.68
	RADIO TOWER ELECTRICITY	40.19
	JFD TRAINING ROOM ELECTRICITY	79.84
	JFD TRUCK BAY ELECTRICITY	159.29
	FREEDOM MEMORIAL ELECTRICITY	45.67
	WWTP ELECTRICITY	5,078.64
	DDA - UNMETERED PARKING LOT LT ELECTRICITY	21.46
	CITY-WIDE LED LIGHT ELECTRICITY	1,017.11
	CITY-WIDE STREE LIGHT ELECTRICITY	1,361.67

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
	DOWNTOWN/PARKING LOT LIGHT ELECTRICITY	783.40
		21,189.06
CURRENT OFFICE SOLUTIONS	REC - SUPPLIES	13.60
	OFFICE SUPPLIES	47.03
	OFFICE SUPPLIES	3.93
	OFFICE SUPPLIES	116.68
	COPY PAPER	119.97
	COPIER MAINTENANCE	64.55
		365.76
DETROIT SALT COMPANY	SALT	2,680.34
	SALT	2,674.93
		5,355.27
DMCI BROADBAND, LLC	DPW/WWTP/CEMETERY/PARK INTERNET SERVICES	2,269.44
DRAKE, JERRY	R2PC MEETING	33.93
EAST 2 WEST ENTERPRISES, INC.	WWTP - STRIP/WAX LAB FLOOR	300.00
FIRST NATIONAL BANK OMAHA	SUPPLIES/REPAIRS/CONFERENCES	872.96
	ZOOM MEMBERSHIP	46.06
	GRAY - ZOOM MEMBERSHIP	16.74
	CONFERENCES/JPD CAR WASHES	344.53
		1,280.29
FLEIS & VANDENBRINK ENG, INC.	WWTP - ENGINEERING/SEWER REHAB PROJECT	1,086.00
FOULKE CONSTRUCTION COMPANY	CITY HALL-SOFFIT/EXT TRIM REPAIR/REPLACEMENT	4,500.00
GALLS	ETTER - BADGES	268.18
	ETTER - BADGES	20.00
	JPD - UNIFORMS	123.36
		411.54
GRAINGER	WWTP - REPAIRS	55.12
GREENMARK EQUIPMENT	JFD - PUMP TRAILER REPAIR	920.23
HILLSDALE COUNTY SHERIFF DEPT	JPD - 2022 RANGE FEE	200.00
HILLSDALE MEDIA GROUP	NOTICE - MARCH BOARD OF REVIEW	53.70
HYDROCORP, INC	WATER - CROSS CONNECTION PROGRAM	535.50
JONESVILLE HARDWARE	CITY HALL/WWTP - REPAIRS	188.26
JONESVILLE LUMBER	JFD - REPAIRS	29.99
JONESVILLE, CITY OF	CITY HALL WATER/SEWER	49.53
	JFD WATER/SEWER	63.52
	JPD WATER/SEWER	49.53
	DPW WATER/SEWER	49.53
	WWTP WATER/SEWER	236.95
	WRIGHT ST PARK WATER/SEWER	37.23
		486.29
KERR PUMP & SUPPLY	WWTP - REPLACE SLUDGE TRANSFER PUMP	17,210.00
LOVINGER & THOMPSON, P.C.	LEGAL FEES	277.50
MICH ASSOC OF MUNICIPAL CEMET	MEANS - MEMBERSHIP RENEWAL	40.00
MICHIGAN GAS UTILITIES	IRON REMOVAL PLANT GAS SERVICE	306.71
	JFD GAS/HEAT SERVICE	452.14
	JPD GAS/HEAT SERVICE	193.01
	DPW GAS/HEAT SERVICE	305.86
	GAS LIGHT SERVICE	56.82
	CITY HALL GAS/HEAT SERVICE	158.32
	WWTP GAS/HEAT SERVICE	3,635.68
		5,108.54
MICHIGAN WATER ENVIRONMENT AS	BOYLE - MEMBERSHIP RENEWAL	80.00
MUNICIPAL SUPPLY CO.	WATER - REPAIRS	268.94
	WATER - REPAIRS	(473.22)
	WATER - REPAIRS	(252.48)
	WATER - REPAIRS	78.00
	WATER - REPAIR CLAMPS	832.50
		453.74
NORM'S TIRE & SERVICE	WWTP - TIRE REPAIRS	13.99
PERFORMANCE AUTOMOTIVE	JFD - VEHICLE REPAIRS	406.37
PETTY CASH	PETTY CASH REIMBURSEMENT	195.55
POINT RENTAL & SALES	MVP - REPAIRS	24.20

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
POSTMASTER	POSTAGE - WATER/SEWER BILLS	279.06
	PERMIT #16 RENEWAL FEE	171.64
		450.70
ROE-COMM INC	JFD - PAGER BATTERIES	125.00
SAM'S CLUB	REC - MEMBERSHIP RENEWAL	45.00
SCA OF MI, LLC	STREET SWEEPING - FALL 2021	3,988.45
SPECTRUM PRINTERS, INC	ELECTION SUPPLIES	571.66
STATE OF MICHIGAN	JPD - LEIN ACCESS	33.00
STOCKHOUSE CORPORATION	WATER - WATER QUALITY REPORT PRINTED	321.90
SUPERFLEET MASTERCARD PROGRAM	GASOLINE	786.15
	GASOLINE	969.91
		1,756.06
TURNOUT RENTAL UNIFIRST CORPORATION	TURNOUT RENTAL - BALDRIDGE/DRAPER	1,040.00
	MVP - SHOP TOWELS	26.22
	WWTP - UNIFORM RENTAL	40.20
	WWTP - UNIFORM RENTAL	40.20
	JPD - FLOOR MATS	34.50
	MVP - SHOP TOWELS	26.22
	WWTP - UNIFORM RENTAL	40.20
	WWTP - UNIFORM RENTAL	40.20
		247.74
UNIQUE PAVING MATERIALS CORP	COLD PATCH	450.46
	COLD PATCH	329.26
		779.72
USA BLUEBOOK	WWTP - REPAIRS	(385.92)
	WATER/WWTP - SUPPLIES	929.47
		543.55
USALCO LLC	WWTP - SUPPLIES	5,225.54
VC3, INC.	EXCHANGE EMAIL PLAN RENEWAL	1,104.00
VERIZON WIRELESS	DPW CELL PHONE	25.00
	JPD/DPW-CELL PHONES/RADIO TOWER/JPD-MODEMS	280.10
		305.10
WEST SHORE FIRE, INC.	EMERGENCY SIREN REPLACEMENT	27,900.00
	TRAFFIC CONTROL - EMER SIREN INSTALLATION	2,880.00
		30,780.00
WINTER EQUIPMENT CO, INC.	MVP - UNDERBODY BLADES	2,401.23
	Total:	128,911.10

Region 2 Planning Commission

Serving Hillsdale, Jackson and Lenawee Counties

MEETING MINUTES

Region 2 Planning Commission - Full Commission
Adrian Armory, Lower Level
Adrian, MI 49221

Thursday, January 13, 2022

I. **Call to Order** – Chair Jancek called the meeting to order at 2:12 PM. A quorum was present.

Attendance:

Acker	✓	Donaldson	✓	Jancek (E)	Shaw
Adams		Drake (E)		Jenkins	Shotwell
✓ Bair (E)		Driskill (E)		Jennings	✓ Sigers (E)
Baker		Duckham (E)		Kamaz	Smith
Bales	✓	Elwell (E)		Kastel	Snell
Barnhart		Frazier		Keller	Snow
Beach		Gaede (E)		Koehn	✓ Southworth
Beckner		Gallagher, D.		Kubish (E)	Sutherland
✓ Beecher		Gallagher, F.		Lammers	✓ Swartzlander (E)
Beeker (E)		Gentner		Lance	Teriaco
Blythe	✓	Goetz		Linnabary	✓ Tillotson (E)
Boggs		Gould, J.		McClary	Todd
Bolton	✓	Gould, L. (E)		Miller	Votzke
Bush		Grabert (E)		Navarro	Wagner
Camacho		Greene (E)		Nickel	Wardius
Chamberlain		Greenleaf	✓	Overton (E)	Webb
Collins		Griffin		Pixley	Wiley
Cornish	✓	Guetschow (E)		Poleski	Williams
Cousino		Hawkins		Richardson	Wilson
Cure		Hawley		Ries	Winter
David		Heath		Root	✓ Witt (E)
DeBoe		Herlein		Schlecte	✓ Wittenbach (E)
Dillon		Horwath		Sessions	

Key: ✓ = present (E) = Executive Committee member

Staff Present: Jacob Hurt, Steve Duke, Jill Liogghio, Anton Schauerte

Others Present: Joe Bentschneider, JCDOT; Mike Davis, MDOT

II. **Approval of the January 13, 2022 Agenda** – The motion was made by Comm. Tillotson, supported by Comm. Swartzlander, to approve the January 13, 2022 agenda as presented. The motion carried unanimously.

- III. **Public Comment** – Chair Jancek requested public comment. No comments were received.
- IV. **Approval of the Full Commission Meeting Minutes for September 9, 2021** – The motion was made by Comm. Bair, supported by Comm. Elwell, to approve the Full Commission meeting minutes of September 9, 2021 as submitted. The motion carried unanimously.
- V. **Approval of the Action Taken at the December 9, 2021 Executive Committee Meeting** – The motion was made by Comm. Bair, supported by Comm. Elwell, to approve the action taken at the December 9, 2021 Executive Committee meeting. The motion carried unanimously.
- VI. **Receipt of Treasurer’s Report of December 31, 2021** – A motion was made by Comm. Bair, and supported by Comm. Swartzlander, to receive the December 31, 2021 Treasurer’s Report as presented. The motion carried unanimously.
- VII. **Approval of January 13, 2022 Submitted Bills** – A motion was made by Comm. Elwell, supported by Comm. Bair, to approve payment of the January 13, 2022 submitted bills. The motion carried unanimously.
- VIII. **Staff Progress Report for December, 2021** – The December, 2021 staff progress report was included in the agenda packet. Mr. Hurt presented highlights from the staff progress report for the month of December.
- IX. **Approval of Amendments to the JACTS FY 2020-2023 Transportation Improvement Program (TIP)** – Mr. Bentschneider reported that the Jackson County Department of Transportation (JCDOT) was requesting the following projects be added to the JACTS FY 2020-2023 Transportation Improvement Program (TIP):

FY	Job #	Name	Limits	Description	Funding	Action
2022 JCDOT	207169	South Street	Jackson City Limits to M-50	One Course Overlay	\$514,400.00 HSIP \$128,600.00 Local \$643,000.00 Total	Change Work Type
2023 City of Jackson	214063	Crosswalk Enhancements at 5 Locations		Sidewalk ramps, LED bordered pedestrian crossing signs, pavement marking at Denton Rd. and Kibby Rd.; Hickory Ave. and Fourth St. (west and north legs); Prospect St. at MLK Equality Trail; and West Ave. and Fourth St.	\$257,398.26 HSIP \$71,139.57 Local \$328,537.83 Total	Add

The motion was made by Comm. Bair, supported by Comm. Elwell, to approve the amendments as presented. The motion carried unanimously.

- X. Approval of the Resolution Adopting the 2021 – 2025 Edition of the Region 2 Planning Commission Comprehensive Economic Development Strategy (CEDS)** – Mr. Hurt explained that the resolution adopting the 2021 – 2025 Edition of the Region 2 CEDS is required by EDA as part of the final reporting process to complete the FY21 Partnership Planning grant that funded the CEDS.

A motion was made by Comm. Bair, supported by Comm. Tillotson, to approve the Resolution Adopting the 2021 – 2025 Edition of the Region 2 Planning Commission Comprehensive Economic Development Strategy (CEDS) as presented. The motion carried unanimously.

- XI. Opportunity for Public Comment – Proposed Draft JACTS FY 2023-26 Transportation Improvement Program (TIP) Project Lists** – Mr. Duke provided the proposed projects selected for both the Urban-STP and Rural-STP/TEDF-D funding for the JACTS FY 2023-2026 Transportation Improvement Program. The motion was made by Comm. Overton, supported by Comm. Elwell, to approve the draft Urban-STP and Rural-STP/TEDF-D projects as presented. The motion carried unanimously.

- XII. Other Business** – The 2022 Region 2 Planning Commission meeting calendar was presented.

Two resolutions designating Monroe Pike and Monroe Street in the Village of Brooklyn as a Minor Collector were presented. A motion was made by Comm. Elwell, supported by Comm. Swartzlander, to approve the resolutions as presented. The motion carried unanimously.

Mr. Hurt reported that a NOI that the City of Tecumseh Recreation Plan was available for review was included in the packet.

No other business was brought before the Commission.

- XIII. Public / Commissioners' Comments** – Comm. Goetz explained that further assistance from MDOT and the Lenawee County Road Commission is needed to address visibility issues at US-223/Horton Road intersection. Mr. Mike Davis, MDOT, stated he would assist Comm. Goetz in communicating his concerns to Mr. Kelby Wallace, Manager, Jackson-TSC.

No additional public or Commissioner comments were received.

- XV. Adjournment** – There being no further business, Chair Jancek adjourned the meeting at 2:47 PM.

Chris Wittenbach
Secretary

Region 2 Planning Commission

Serving Hillsdale, Jackson and Lenawee Counties

MINUTES

Region 2 Planning Commission – Executive Committee
Hillsdale City Hall
97 N. Broad Street
Hillsdale, MI 49242

Thursday, February 10, 2022

1. **Call to Order** – Chair Jancek called the meeting to order at 2:01 p.m. A quorum was present.

Executive Committee Members:

✓ Bair	Greene	✓ Wittenbach
✓ Beeker	✓ Guetschow	
✓ Drake	✓ Jancek	
Driskill	✓ Overton	
✓ Duckham	✓ Sigers	
✓ Elwell	Swartzlander	
✓ Gaede	✓ Tillotson	
✓ Gould	Witt	

Key: ✓ = present

Other Commissioners Present: Christine Beecher, Rives Township; Jim Goetz, Lenawee County; Jason Smith, City of Litchfield; Judy Southworth, Jackson County

Others Present: Joe Bentschneider, Jackson County Department of Transportation and Mike Davis, MDOT

Staff Present: Stephen Bezold, Jacob Hurt, Jill Liogghio, and Anton Schauerte

2. **Pledge of Allegiance** – Those present rose for the Pledge of Allegiance.
3. **Approval of the Agenda** – A motion was made by Comm. Tillotson, supported by Comm. Bair, to approve the February 10, 2022 Executive Committee agenda as presented. The motion carried unanimously.
4. **Public Comment** – Chair Jancek announced the first opportunity for public comment. No public comments were received.

5. **Approval of Minutes of the October 14, 2021 and December 9, 2021 Executive Committee Meeting** – A motion was made by Comm. Bair, supported by Comm. Sigers, to approve the October 14, 2021 and December 9, 2021 Executive Committee meeting minutes as submitted. The motion carried unanimously.
6. **Receipt of the Treasurer’s Report of January 31, 2022** – A motion was made by Comm. Duckham, supported by Comm. Bair, to approve receipt of the Treasurer’s Report for January 31, 2022. The motion carried unanimously.
7. **Approval of the February 10, 2022 Submitted Bills** – A motion was made by Comm. Drake, supported by Comm. Duckham, to approve payment of the February 10, 2022, submitted bills as presented. The motion carried unanimously.
8. **Staff Progress Report for January, 2022** – Mr. Hurt presented highlights from the staff progress report for the month of January, 2022.
9. **Report of the Nominating Committee** – Election of 2022 R2PC Executive Committee and R2PC Officers. Chair Jancek explained that the current R2PC Officers had completed their second year in office, which is the maximum allowed under the R2PC bylaws. The Nominating Committee met on February 10, 2022 at 1:00 p.m. and recommended the following slate of officers for 2022:

Chair – Pete Jancek
 Vice-Chair – Dale Witt
 Treasurer – Mike Overton
 Secretary – Alan Beeker

Chair Jancek asked if there were any nominations from the floor for the officer positions. No additional nominations were forthcoming.

Motion was made by Comm. Smith, supported by Comm. Tillotson to approve the R2PC Officers as recommended by the Nominating Committee. The motion carried unanimously.

Mr. Hurt reported that there were 2 vacancies on the Executive Committee – 1 representing ‘at large’ and the other representing Jackson County. Comm. Overton nominated Comm. Shotwell to fill the Jackson County vacancy and Comm. Jim Goetz to fill the ‘at large’ vacancy. Motion was made by Comm. Smith, supported by Comm. Tillotson. The motion carried unanimously. The 2022 Executive Committee members are as follows:

Alan Beeker	Representing City of Hillsdale
James Shotwell	Representing Jackson County
Phil Duckham	Representing Jackson County
Mike Overton	Representing Jackson County
Jae Guetschow	Representing Jackson County
Tony Bair	Representing Jackson County
Jonathan Greene	Representing City of Jackson
Jeanne Kubish	Representing City of Jackson
Jim Driskill	Representing Lenawee County
Ralph Tillotson	Representing Lenawee County
Dale Witt	Representing Lenawee County

Pete Jancek	Representing At Large
Larry Gould	Representing At Large
James Goetz	Representing At Large
David Elwell	Representing At Large
Roger Gaede	Representing At Large
Rick Sigers	Representing At Large
Jerry Drake	Representing At Large
Chris Wittenbach	Representing At Large
Matt Swartzlander	Representing At Large

10. **Approval of Amendments to the JACTS FY 2020-2023 Transportation Improvement Program (TIP)** – The following amendments to the JACTS FY 2020-2023 Transportation Improvement Program (TIP) were submitted for review and approval.

Mr. Bentschneider reported that the Jackson County Department of Transportation (JCDOT) was requesting the following amendments to the JACTS FY 2020- 2023 Transportation Improvement Program (TIP):

Fiscal Year	Job #	Project Name	Limits	Project Description	Funding	Action
2023	213736	Edgeline Pavement Markings	56 miles total on 78 roadway segments	Edgeline pavement markings	\$97,724.92 HSIP \$22,246.08 Local \$119,971.00 Total	Change FY to 2022
2023	213875	N. Stony Lake Rd.; Seymour Rd.; Race Rd.	Taylorfield Road to M-50; Trumble Road to Wooster Road; Ann Arbor Road to Seymour Road	Tree removal, pavement markings, signing upgrades	\$564,781.87 HRRR \$62,753.54 Local \$627,535.41 Total	Change FY to 2022
2023	214064	Horton Rd./ S. Jackson Rd.	Ferguson Road to Weatherwax Drive	Road Safety Audit	\$16,000.00 HSIP \$4,000.00 Local \$20,000.00 Total	Change FY to 2022
2023	214065	Moscow Road	At Hanover Road, Hatch Road, Sears Road, and Horton Road/Mathews Road	Road Safety Audit	\$16,000.00 HSIP \$4,000.00 Local \$20,000.00 Total	Change FY to 2022
2023	214462	Horizontal Curve Signing (southeast)	Various	Horizontal Curve Signing	\$200,000.00 HSIP \$35,493.00 Local \$235,493.00 Total	Add
2023	214463	LED Stop Signs	Various	LED Stop Signs	\$94,236.30 HSIP \$10,470.70 Local \$104,707.00 Total	Add
2023	214464	High Friction Surface Treatment and LED Stop Signs	(4) intersections	High Friction Surface Treatment and LED Stop Signs	\$186,487.20 HSIP \$20,720.80 Local \$207,208.00 Total	Add
2023	214664	Airport Rd at Wayland Dr/Meijer Dr	At intersection	Signal Modernization	\$244,914.95 HSIP \$77,228.74 Local \$322,143.69 Total	Add

The motion was made by Comm. Bair, supported by Comm. Duckham, to approve the proposed JCDOT amendments as presented. The motion carried unanimously.

Mr. Davis reported that MDOT was requesting the following amendments to the JACTS FY 2020-2023 Transportation Improvement Program (TIP):

Fiscal Year	Job #	Phase	Project Name	Limits	Length	Project Description	Federal Budget	State Budget	Federal Fund Source	Total Phase Cost	Amendment Type
2023	213399	CON 23	TSC Wide	All Trunkline routes in Region 2 MPO	0	HMA crack treatment and overband crack fill	\$230,817	\$51,183	ST	\$282,000	Phase Add
2022	213927	PE 22	TSC Wide	All Trunkline routes in Region 2 MPO	39.5	Non-freeway signing upgrade	\$100,000	\$0	STG	\$100,000	Phase Add

The motion was made by Comm. Bair, supported by Comm. Duckham, to approve the proposed MDOT amendments as presented. The motion carried unanimously.

11. **Targets for 2022 Safety Performance Measures – Resolution Adoption** – Mr. Davis stated, every two years MDOT implements new data driven safety targets related to fatalities and serious injuries. Each MPO has the option to adopt the state's target and allow the state to monitor this data or set their own target and do their own monitoring. This data analysis is conducted by the University of Michigan's Transportation Research Institute funded by MDOT. Following this analysis, the state decides if these safety performance measures are realistic and set their target accordingly. A motion was made by Mr. Bair, to approve the resolution as presented, with the modification that the phrase, "less than" be added prior to each of the five safety targets. Mr. Bair withdrew his motion. A motion was made by Mr. Elwell, supported by Mr. Bair, to approve the resolution as presented, with the modification that the final paragraph in the resolution (prior to the table) read, "THEREFORE BE IT FURTHER RESOLVED, that the Region 2 Planning Commission will plan and program projects that contribute to the accomplishment of state safety targets to be no greater than the below listed numbers". The motion carried unanimously.
12. **Other Business** – No other business was brought to the Executive Committee's attention.
13. **Public Comment / Commissioners Comments** – Chair Jancek thanked fellow commissioners for meeting and providing their perspectives so that their communities can receive their share of the funds allotted to them and find the most appropriate course of action.
14. **Adjournment** – There being no further business, the meeting was adjourned by Chair Jancek at 2:35 p.m.

Jill Liogghio
Executive Secretary

Economic Development Partnership of Hillsdale County
Minutes of Regular Meeting
January 13, 2022

Board Members Present: Rick Schaerer, Tom Robinson, John Condon, Troy Reehl, David Mackie, Don Germann, Katrina Mosher, Ron Griffiths, Jeff Gray, Vicki Morris, Tom Robinson, Jason Smith, Kym Blythe, Doug Ingles, Greg Moore, Jeremiah Hodshire, Tracy McCullough

Board Members Absent: Kelly Hodshire, Tony Samon, Ned Bever

Guests: Peter Langley, Chris Poling, Dan Snook

Staff: Susan Smith, Annette Sands

Call to Order: 8:01 a.m.- Rick Schaerer

- Motion by Don Germann to approve agenda.
Support by Greg Moore, unanimously approved
- Motion by Tom Robinson to approve November, 2021 Minutes
Support by Don Germann, unanimously approved
- Motion by Don Germann to approve Treasurer's Report
Support by Vicki Morris unanimously approved
- Motion by Vicki Morris to approve the Director's Report
Support by Don Germann, Unanimously approved
- Motion by Doug Ingles to approve Nick Krzemenski Resignation from EDP Board of Directors
Support by Ron Griffiths, Unanimously approved
- Motion by Doug Ingles to approve Chris McArthur Resignation from EDP Board of Directors
Support by Ron Griffiths, Unanimously approved
- Motion by Doug Ingles to accept Kelly Lopresto to the Board of Directors
Support by Ron Griffiths, Unanimously approved

Treasurer's Report: Consisted of an overview of the EDP's current fiscal year, July 2021-December 2021. Currently cash in bank is \$222,794 with total Assets at \$339,818. CD's in the amount of \$79,574.81. The net income for the year is \$24,769. With the capital campaign in full swing the EDP is in the positive, and MWSE Contract is on course.

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

- EDA Grant- update on the website and consultant documents and brief
- Community contributions by Consumers Energy- family in need. Greg spoke of the significant contributions to 70 chamber and organizations to assist
- Waldron Schools employer presentations 7th-12th grades
- EDP was invited to Evaluate Jonesville Schools Senior presentations/ Senior Integration projects

- Update on clients seeking Industrial buildings for manufacturing and local dairy for value added products
- MEDC Downtown expansion listening session
- Referrals
- EDP Community Involvement

Presentation by Peter Langley, Senior Attorney, Plunkett Cooney Attorneys & Counselors at Law. Spoke in regards to the Redistricting House and Congressional maps, challenges with these and are in court. Potential candidates for races, and political updates.

Round Table Discussion:

- Kelly LoPresto- EDC approved \$10,000 for way finding signage in Hillsdale, Holiday gift card program, Open House will be held at Dawn Theater, Keefer project is projected for completion in December 2022 or first quarter of 2023.
- Tom Robinson- MWSE update on Going Pro, \$2.2 million awarded throughout Region 9
- Ron Griffith- Trends Luncheon will be held on March 23, at SAU Michindoh. Always welcoming suggestions for topics and speakers.
- Jeff Grey- update and appreciation to Consumers Energy for the gift card match program.

Adjournment: 8:58 a.m.- Rick Schaerer

Respectfully submitted,
Annette Sands

JONESVILLE POLICE DEPARTMENT

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



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

ACTIVITY SUMMARY FOR FEBRUARY 2022

Total reports written: 43

Accident, Hit & Run: 0

Accident, Public Roadway: 7

Accident, Private Property: 4

Alcohol Violations: 0

Assault(s): 1

Burglary: 0

Burglary Alarm: 0

Carrying concealed weapon: 0

CSC: 0

Damage to Property: 1

Domestic Violence: 1

Fraud: 0

Felonious Assault: 0

Flee and Elude: 0

General Assist: 6

Larceny: 0

Medical Emergency: 4

Mental Petition: 0

Natural Death: 1

Narcotic violation: 0

Noise Complaint: 2

Nuisance Animals: 0

Obstructing Justice: 1

Other Arrests: (warrants, traffic-DWLS/Revoked, etc.): 4

OUIL: 0

Retail Fraud: 4

Suspicious situation: 2

Traffic/Moving Violations: 25



**JONESVILLE FIRE DEPARTMENT
FEBUARY 2022 SUMMARY**

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

Total Calls for 2022 = 25

<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>
14	2/9/2022	Meeting	Station					x
8	2/10/2022	Medical Disregard	3231 N Hillsdale Rd				x	
8	2/11/2022	PI Accident	Moore Rd/ N Hillsdale		x			
12	2/11/2022	Structure Fire	53 S West St Hillsdale				x	
9	2/16/2022	Training	Station					x
2	2/17/2022	Citizens Assist	338 Jonesville	x				
2	2/17/2022	Citizens Assist	Wildwood/Ivy				x	
10	2/19/2022	Medical Assist	4364 Beck Rd				x	
9	2/20/2022	Odor Investigation	2070 Blackmer Dr		x			
11	2/21/2022	Citizens Assist	338 Jonesville Rd	x				
9	2/23/2022	Clean Up	Station					x
9	2/25/2022	PI Accident	US12/ Concord	x				
8	2/25/2022	Odor Investigation	Maumee St	x				

Monthly Calls

Year Total Type of Call

<u>City</u>	<u>Fayette</u>	<u>Scipio</u>	<u>Mutual</u>	<u>Training</u>
6	3	1	9	6

	<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					
April					
May					
June					
July					
August					
September					
October					
November					
December					

MONTHLY OPERATING REPORT

February 2022

SUBMITTED: March 8, 2022

WATER FLOW

MAXIMUM	284,000
MINIMUM	172,000
AVERAGE	205,000
TOTAL	5.749 MG

WASTEWATER FLOW

MAXIMUM	438,900
MINIMUM	269,300
AVERAGE	341,000
TOTAL	9.5466 MG

CALLOUTS: 2 at the Wastewater Plant

OPERATION & MAINTENANCE

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

The Wastewater Plant Laboratory processed 71 Bacteria tests, 30 Nitrate tests and 16 Nitrite tests in January.

The laboratory upgrade completed except for some minor roof and painting issues. Plant staff has moved the equipment back and is currently operating out of the lab.

Work on the 2022-2023 budget has begun and will be completed early in March.

The NPDES permit application was returned for further clarification. The application was resubmitted to Michigan EGLE. The City received a draft copy of the new NPDES at the end of the month and it is currently under review.

The new digester sludge transfer pump was delivered in February. It was ordered early in October.

Plant Staff attended the Annual Joint Expo in Lansing. Continuing Education Credits were received for both water and wastewater license renewals.

The Jonesville Wastewater Plant is teaming with Hope College to study various viral content in the raw wastewater. Plant Staff submit samples two times a week for analysis. Hope College is responsible for the costs.

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—2.5 mg/l

Average Percent Removal from the Raw Wastewater—98.1 %

Daily Maximum—4 mg/l

Total Suspended Solids

NPDES Permit Limit is 20 mg/l

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

Jonesville Monthly Average—1.4 mg/l

Average Percent Removal from the Raw Wastewater—98.9%

Total Phosphorus

NPDES Permit Limit 1 mg/l Year Round

Phosphorus is a nutrient that promotes growth. In fact, farmers use phosphorus as a fertilizer on crop lands. Phosphorus is found in many cleaning agents and industrial processes. Excessive phosphorus in wastewater promotes the excessive growth of micro and macro-organisms in the receiving stream. In other words, phosphorus promotes excessive growth of algae and seaweed. These plants demand oxygen from the water and tend to decrease the quality of life in the receiving stream.

Jonesville Monthly Average—0.20 mg/l

Average Percent Removal from the Raw Wastewater—93.9%

Ammonia Nitrogen

Report Only

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—0.056mg/l

Average Percent Removal from the Raw Wastewater—99.6%

Jonesville Daily Maximum—0.467 mg/l

Brian Boyle

Jonesville Dept of Public Works

February 2022

Monthly Report

	Maintenance	Salt	Chloride	Top Dirt	COLD MIX
STATE HIGHWAYS	2 HRS DT .150 HR OT	30.88 Tons	1 Bag	0 Yd	3.655 Tons
MAJOR STREETS	4.50 HRS DT 0 HR OT	29 Tons	2 Bags	0 Yd	0 Ton
LOCAL STREETS	1.50 HRS DT 5 HRS OT	31.88 Tons	2 Bags	0 Yd	.76 Ton
PARKING LOTS	0 HR DT 1 HR OT	4 Tons	0 Bag		0 Ton
POLICE STATION	.50 HR OT	1 Ton	0 Bag		
FIRE DEPARTMENT	.25 HR OT	1 Ton	0 Bag		
SEWER DEPT	0 HR DT	0 Ton			
LDFA	0 HR OT				0 Ton
WATER	0 HR DT 0 HR OT			0 Yd	0 Ton
State Police	.25 HR OT	2 Tons	0 Bag		

There were four call outs.

The 3 call outs and overtime on State, Major, Local and Parking lots were for plowing and salting.

The one call on Major Streets was for water over the street on Jermaine Street and Jonesville Rd.

We hauled snow from State, Major, Local Streets and parking lots.

We cold patched State Highway and Local Streets.

The sewer line inside City Hall was completed.

Todd and Charlie attended the Joint Expo in Lansing put on by EGLE

Mike Kyser

Certificate of Attendance

This is to certify that

Brian Boyle

has participated in the conference

Joint Expo & Operators Day

on 07 Feb 2022

in session(s)

Joint Expo Exhibit Hall CEC Code 344 0.2 Technical, Operators Day CEC Code 338 0.3 Technical

Credits Earned: 0.5

JOINT EXPO
& OPERATORS DAY

Michigan AWWA & MWE

Certificate of Attendance

This is to certify that

Ed Hughes

has participated in the conference

Joint Expo & Operators Day

on 07 Feb 2022

in session(s)

Joint Expo Exhibit Hall CEC Code 344 0.2 Technical, Operators Day CEC Code 338 0.3 Technical

Credits Earned: 0.5

JOINT EXPO
& OPERATORS DAY

Michigan AWWA & MWE

Certificate of Attendance

This is to certify that

Denton Kelley

has participated in the conference:

Joint Expo & Operators Day

on 07 Feb 2022

in session(s)

Joint Expo Exhibit Hall CEC Code 344 0.2 Technical, Operators Day CEC Code 338 0.3 Technical

Credits Earned: 0.5

JOINT EXPO
& OPERATORS DAY

Michigan AWWA & MWE

Certificate of Attendance

This is to certify that

Rick Mahoney

has participated in the conference

Joint Expo & Operators Day

on 07 Feb 2022

in session(s)

Joint Expo Exhibit Hall CEC Code 344 0.2 Technical, Operators Day CEC Code 338 0.3 Technical

Credits Earned: 0.5

JOINT EXPO
& OPERATORS DAY

Michigan AWWA & MWE

Certificate of Attendance

This is to certify that

Todd Ruden

has participated in the conference

Joint Expo & Operators Day

on 07 Feb 2022

in session(s)

Joint Expo Exhibit Hall CEC Code 344 0.2 Technical, Operators Day CEC Code 338 0.3 Technical, Operators Day CE
338 0.3 Technical

Credits Earned: 0.8

JOINT EXPO
& OPERATORS DAY

Michigan AWWA & MWE

Certificate of Attendance

This is to certify that

Charlie Smith

has participated in the conference

Joint Expo & Operators Day

on 07 Feb 2022

in session(s)

Joint Expo Exhibit Hall CEC Code 344 0.2 Technical, Operators Day CEC Code 338 0.3 Technical, Operators Day CE
338 0.3 Technical

Credits Earned: 0.8

JOINT EXPO
& OPERATORS DAY

Michigan AWWA & MWE