



**CITY OF JONESVILLE  
COUNCIL AGENDA  
JANUARY 18, 2023 - 6:30 P.M.  
JONESVILLE CITY HALL, 265 E. CHICAGO STREET**

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

**2. APPROVAL OF AGENDA**

**3. PUBLIC COMMENTS**

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

**4. PRESENTATIONS AND RECOGNITIONS**

- A. Downtown Development Authority and Local Development Finance Authority PA 57 Informational Meeting

**5. PUBLIC HEARING AND SUBSEQUENT COUNCIL ACTION**

- A. None

**6. REPORTS AND RECOMMENDATIONS**

- A. Schedule Public Hearing – Rezoning Application for 439 Beck Street [Action Item]
- B. Consider Police Cadet Position [Action Item]
- C. Board Appointment [Action Item]
- D. Cross Connection Service Agreement [Action Item]
- E. Resolution 2023-01 – Board of Review Meeting Dates [ROLL CALL][Action Item]
- F. Resolution 2023-02 – Poverty Exemption Guidelines [ROLL CALL][Action Item]
- G. Resolution 2023-03 – Blight Elimination Grant [ROLL CALL][Action Item]
- H. Planning Commission Annual Report and Work Plan [Action Item]

**7. COUNCIL MINUTES**

- A. December 14, 2022 Special Meeting [Action Item]
- B. December 21, 2022 Regular Meeting [Action Item]

**8. ACCOUNTS PAYABLE**

- A. Accounts Payable for January 2023 totalling \$91,576.72 [Action Item]

**9. BOARD AND COMMISSION MINUTES**

- A. Region 2 Planning Commission – September 8, October 13, and December 8, 2022 (Drake) [Action Item]
- B. Economic Development Partnership of Hillsdale County – November 10, 2022 (Gray)
- C. Planning Commission – December 14, 2022 (Guyse)

*Agenda continued on page 2*

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

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

**10. DEPARTMENT REPORTS**

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

**11. ADJOURN**



To: Jonesville City Council  
From: Jeffrey M. Gray, City Manager   
Date: January 13, 2023  
Re: Manager Report and Recommendations – January 18, 2023 Council Meeting

**4. A. Downtown Development Authority and Local Development Finance Authority PA 57 Informational Meeting**

Effective January 1, 2019, the State of Michigan has adopted new public informational meeting requirements that effect both the DDA and the LDFA. Two informational meetings are required each calendar year and these meetings may take place in conjunction with other City meetings. The first meeting took place on January 10<sup>th</sup>, in conjunction with the DDA meeting.

DDA Chair Don Toffolo and LDFA Chair Rick Schaerer will provide updates regarding recent development projects and near-term priorities. The session will focus on the contents of the Fiscal Year 2021-22 Annual Reports for each of the boards, DDA capital projects affecting Chicago Street and the streetscape, and the results of the recent LDFA strategic planning. Notice of the meeting has been provided to the City Council and Hillsdale County Board of Commissioners, as required in the act. *Please refer to the attached 2021-22 LDFA and DDA Activity Reports, the LDFA Strategic Planning document, and the Informational Meeting Notice.*

**6. A. Schedule Public Hearing – Rezoning Application for 439 Beck Street [Action Item]**

Key Opportunities, Inc. has purchased the 13.56 acre property located at 439 Beck Street that was formerly owned by the Jonesville Eagles. Key Opportunities intends to rezone the property as a Planned Unit Development (PUD). They are proposing the development of a unique housing concept that is intended to serve the needs of individuals with disabilities, senior citizens, and veterans. The development plan proposes the construction of 27 single dwelling units, seven duplex buildings (14 dwellings), and four quadplex buildings (16 dwellings), for a total of 57 dwelling units. The density and mix of housing types allows the applicant to provide housing options that can be suited to tenants with varying support and service needs. The density is also necessary to make the infrastructure and property improvements financially viable, while keeping rents manageable for eligible tenants.

The Planning Commission acted at their meeting on January 11<sup>th</sup> to recommend that the City Council approve the request. I recommend a motion to receive the Planning Commission recommendation and to schedule a public hearing at the February 15, 2023 regular meeting at 6:30 p.m. in the Jonesville City Hall to consider the application. *Please refer to the attached application materials and Planning Commission public hearing notice.*

**6. B. Consider Police Cadet Position [Action Item]**

As Director Etter has reported for the last several months, the candidate pool for qualified police officer candidates has become highly competitive. As you know, a full-time police officer position has been open and advertised for approximately 18 months. I am pleased to report that we have extended a conditional offer to a highly qualified candidate and anticipate that the candidate will complete the prerequisites for hiring in the near future.

Director Etter is requesting approval to consider an additional hiring of a Police Officer Cadet. This would allow selection of a qualified candidate who is not currently a certified police officer. Director

Etter has supplied the attached recommendation that includes costs for employing and sending the candidate to a Police Academy to receive a Michigan Commission on Law Enforcement Standards (MCOLES) certification. While in the academy, the City would compensate for full-time wages and benefits, travel expenses, and education costs. Hourly compensation for the position would not exceed \$20.00 per hour, and would include 17 weeks of academy instruction. The total cost for the program would be approximately \$42,000.

Director Etter would seek State grant funds to offset \$19,000 in eligible expenses; this grant program is competitive and not guaranteed. Due to the open position, we have salary and benefit savings in the current fiscal year to offset training and employment costs. There were additional savings in the prior fiscal year budget resulting from the open position.

I agree with Director Etter's recommendation that a fourth full-time hire is warranted at this time. The hire will give additional shift scheduling flexibility and allow an appropriate transition period where a new officer could receive departmental training from our highly qualified and experienced Sergeant and Director.

Attorney Lovinger has prepared a Cadet agreement that would obligate a candidate to commit to a minimum of 36-months of employment with the City as a full-time police officer, while allowing a prorated payment back to the City if the candidate were to terminate employment prior to the end of the agreement.

I want to acknowledge Director Etter's creativity and perseverance in considering a multitude of options for filling our full-time police officer vacancy. I fully support his request and recommend that the City Council consider a motion to approve creation of a Police Cadet position and authorize the payment of eligible employment and training expenses, subject to the candidate executing a repayment agreement. *Please refer to Director Etter's recommendation and the proposed Police Officer Training and Incentive Agreement.*

**6. C. Board Appointment – Local Development Finance Authority [Action Item]**

The Hillsdale County Board of Commissioners has acted to recommend that our recently elected district County Commissioner, Steve Lanus be appointed as the County's representative to the Local Development Finance Authority to fill the seat previously held by Kathy Schmitt. The unexpired term runs through November of 2024. A motion is necessary to make the appointment, as recommended by the Board of Commissioners. *Please refer to the attached recommendation from the Hillsdale County Board of Commissioners.*

**6. D. Cross Connection Services Agreement [Action Item]**

HydroCorp has provided inspection services for several years to assure that proper controls are in place in commercial locations to assure that contamination cannot backflow into the public water supply. Their proposed renewal is attached, which includes a 6% increase for a two-year contract. The prior contract was for a period of three years. Staff is pleased with their level of service and recommends approval of the contract renewal for \$6,816 per year for two years. *Please refer to the attached contract renewal proposal.*

**6. E. Resolution 2023-01 – Board of Review Meetings [ROLL CALL][Action Item]**

The attached resolution would establish the meeting dates and times for the Board of Review in March, July, and December on the days and times noted. The meetings will take place in City Hall. The purposes of each meeting are noted in the resolution, with the hearing of appeals to property assessments to take

place on Monday, March 20<sup>th</sup>, as stated. I recommend approval of the resolution. A roll call vote is required to approve a resolution. *Please refer to the attached Resolution 2023-01.*

**6. F. Resolution 2023-02 – Poverty Exemption Guidelines** [ROLL CALL] [Action Item]

In 2018, Council approved Resolution 2018-03, establishing guidelines that the Board of Review may use in evaluating requests for exemption from the payment of property taxes based on household income and assets. The State of Michigan has passed legislation (PA 253 of 2020) that establishes firm criteria for the granting partial exemptions, based on an applicant's assets. Finance Director Spahr has provided the attached Resolution 2023-02 that would rescind the previous guidelines and adopt revised standards that are consistent with the legislation. The guidance would update annually, in accordance with Federal poverty standards. I recommend approval of the resolution. A roll call vote is necessary to act on a resolution. *Please refer to the attached Resolution 2023-02.*

**6. G. Resolution 2023-03 – Blight Elimination Grant** [ROLL CALL][Action Item]

The Michigan Land Bank has allocated \$200,000 to Hillsdale County for the elimination of blighted structures. The City is working cooperatively with other communities in the County on a joint application for utilization of the funds. We have identified the property at 148 Jermaine Street as a priority structure. The property has previously been cited by the Hillsdale County Building Inspection office as unsuitable for occupancy. Director Etter is working on an agreement for demolition with the property owner, as the structure is not currently occupied. Staff is identifying other properties if additional funds remain after the initial application round. I recommend approval of the resolution to proceed with the application for the subject property. A roll call vote is necessary to act on a resolution. *Please refer to the attached Resolution 2023-03 and the Unsafe Structure Order from the Hillsdale County Building Inspection Department.*

**6. H. Planning Commission Annual Report and Work Plan** [Action Item]

At their January 11<sup>th</sup> meeting, the Planning Commission approved their 2022 Annual Report and adopted a Work Plan for 2023. These documents are provided to the City Council for informational purposes. I recommend a motion to accept the documents, as submitted by the Planning Commission. These documents will be posted on the City website and available through City Hall. *Please refer to the attached Planning Commission 2022 Annual Report and 2023 Work Plan.*

**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. A single motion can be taken up for all of the minutes.

Correspondence:

- 2023 City Holidays
- Master Meeting Calendar – City Boards and Committees
- Michigan Department of Health and Human Services: Certificate of Appreciation
- Comcast re: Price Changes



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

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

### **Authority Accomplishments**

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

### **Projects and Investments**

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

### **Events and Promotions**

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

### **Fund Balance and Capital Project Planning**

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

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

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



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

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

### **Authority Accomplishments**

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

### **Projects and Investments**

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

### **Events and Promotions**

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

### **Fund Balance and Capital Project Planning**

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

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

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

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

## LDFA Project Priorities

Cumulative Scoring – LDFA Board, December 15, 2022 Meeting

		<b>Score</b>
<i>Combine together:</i>		
1.	Acquisition of underutilized properties – address empty and blighted properties	<b>13</b>
	Develop an “Entrepreneurial Park” smaller lots for employers of industry and tech of around 10 employees	
2.	Workforce/training support – partnership with Jonesville Schools	<b>11</b>
3.	Housing development/support – studies, builder recruitment, identification of available properties, partner with developers, Ritz Craft, etc.	<b>9</b>
4.	Business retention incentive program for existing businesses in the LDFA district	<b>5</b>
4.	Support the County efforts to upgrade to 800 MHz Radios for emergency responders	<b>5</b>
6.	Expansion of the Industrial Park – farmland adjacent to the park	<b>4</b>
7.	Sign along US-12 to market the Industrial Park – marketing plan for available lots	<b>3</b>
7.	Change out entry signs at M-99 and US-12 for electronic displays	<b>3</b>
9.	Make Industrial Park lots “build ready” (grading and other improvements)	<b>2</b>
10.	Construction of a spec building or buildings	<b>0</b>





City of  
Jonesville

265 E. Chicago Street, Jonesville, MI 49250

(517) 849-2104  
(517) 849-9037 Fax  
[www.jonesville.org](http://www.jonesville.org)

## **NOTICE OF PUBLIC ACT 57 INFORMATIONAL MEETINGS**

### **DOWNTOWN DEVELOPMENT AUTHORITY LOCAL DEVELOPMENT FINANCE AUTHORITY**

**PLEASE TAKE NOTICE** that the City of Jonesville Downtown Development Authority (DDA) and Local Development Finance Authority (LDFA) will hold Informational Meetings, pursuant to Public Act 57 of 2018.

The first meeting will be held on Tuesday, January 10, 2023 at 8:30 a.m. in conjunction with the DDA regular meeting. The second meeting will be held on Wednesday, January 18, 2023 at 6:30 p.m. in conjunction with the City Council regular meeting. Both meetings will be held at the Jonesville City Hall, located at 265 E. Chicago Street, Jonesville, MI 49250. The meetings are open to the public.

Individuals with disabilities requiring auxiliary aids or services should contact the City of Jonesville in writing at 265 E. Chicago Street, Jonesville, MI 49250 or by calling (517) 849-2104.

Respectfully,

Cynthia D. Means, Clerk



**City of Jonesville**  
 265 E. Chicago Street  
 Jonesville Michigan 49250  
 Phone: 517-849-2104 Fax: 517-849-9037

**REZONING APPLICATION**

<b>Applicant Name:</b> Key Opportunities, Inc.	
<b>Mailing Address:</b> 400 N. Hillsdale St.	
<b>City, State, Zip Code:</b> Hillsdale MI 49242	
<b>Contact Person:</b> Julie Boyce	
<b>Phone Number:</b> 517-437-4469	<b>E-mail Address:</b> jboyce@keyopp.org
<b>Interest in Property (Owner, Tenant, Option, Etc.):</b> Owner	

<b>Property Owner(s) Name:</b> Key Opportunities, Inc.	
<b>Mailing Address:</b> 400 N. Hillsdale St.	
<b>City, State, Zip Code:</b> Hillsdale, MI 49242	
<b>Phone Number:</b> 517-437-4469	<b>E-mail Address:</b> jboyce@keyopp.org

<b>Property Address:</b> 439 Beck St. Jonesville, MI 49250	
<b>Parcel Tax ID Number(s):</b> 30 21 004 300 008 04 6 3	
<b>Parcel Size:</b> 13 acres	
<b>Current Zoning District(s):</b> R2	
<b>Vacant Parcel (Circle One):</b>	YES <b>NO</b>
<b>Please list the Zoning Classification you are seeking for the property:</b> PUD	

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

Key Opportunities, Inc. is proposing an affordable Permanent Supportive Housing development primarily for people with disabilities, veterans and senior citizens. Some of the supports Key Opportunities will offer individuals include budgeting, laundry, cleaning, yard work and meal preparation. We envision the existing building being utilized for: classes, our CHEFS program, a small store to sell items made in our entrepreneur program, staff offices and a recreational gathering place for the residents which will include pool tables, movie nights, holiday gatherings, crafting gatherings. Open green space will include picnic areas, a community garden, and planned outdoor community activities. We intend to offer transportation for community residents to local shopping. Our ultimate goal is to provide a community setting that is safe, clean, affordable that offers an independent lifestyle with needed supports.

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

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

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

Applicant Signature: Julie Boye Date: 12-8-22

Owner Signature: Julie Boye Date: 12-8-22

**Information to the Owner/Applicant**

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

Office Use Only:

Legal Description Submission (Circle One):

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

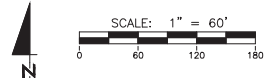
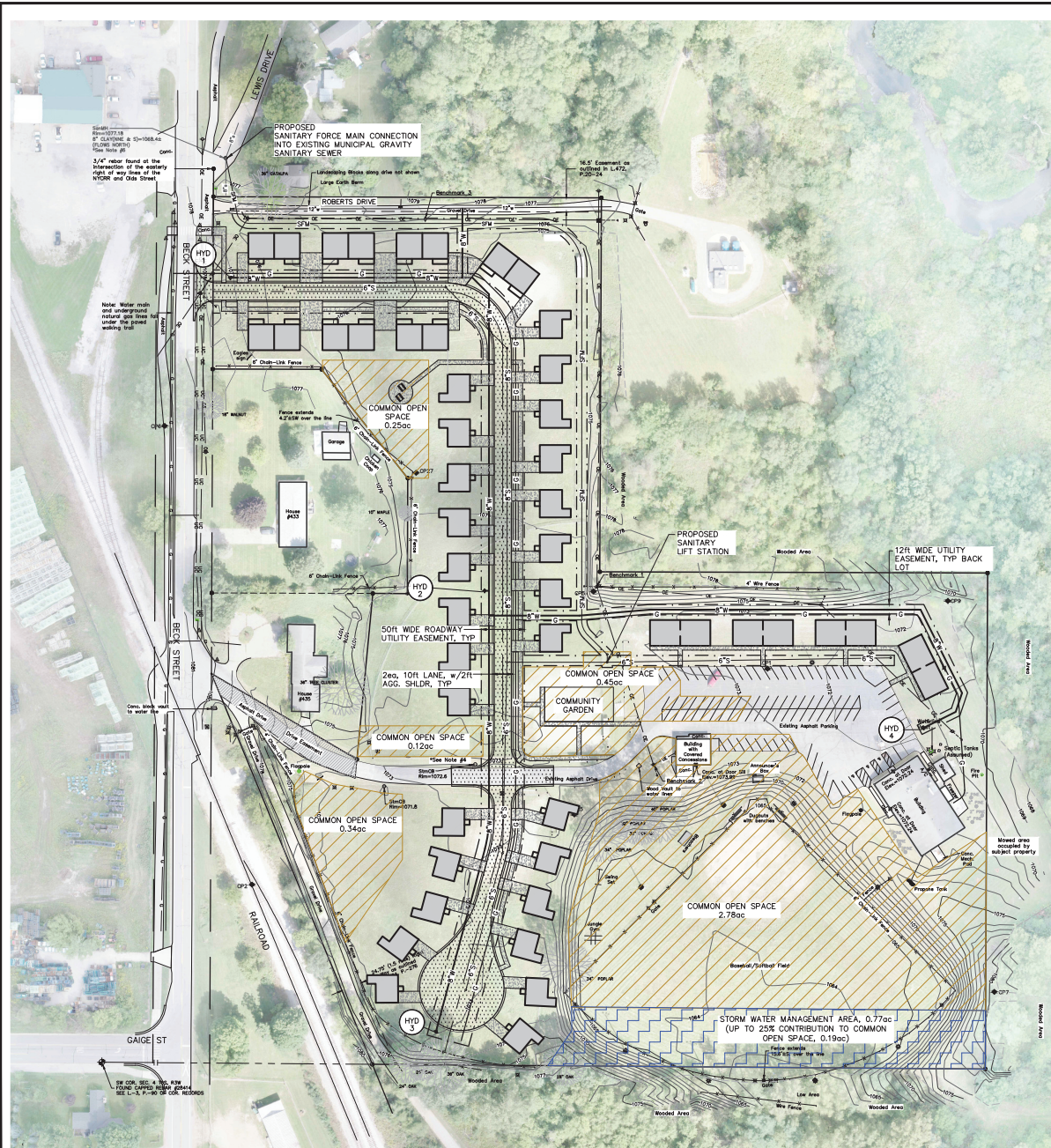
<input checked="" type="radio"/> YES	<input type="radio"/> NO	<input type="radio"/> N/A
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Fee Submission is \$500.00

Receipt #: \_\_\_\_\_

Date Received by the City of Jonesville: 12/9/22

Received By: [Signature]



LEGEND	
---	PROPOSED UTILITY EASEMENT
8" W	PROPOSED SANITARY MAIN
6" S	PROPOSED SANITARY SEWER
36" M	PROPOSED SANITARY FORCE MAIN
G	PROPOSED NATURAL GAS
[Pattern]	PROPOSED HMA PAVING
[Pattern]	PROPOSED CONCRETE PAVEMENT OR CONCRETE SIDEWALK
HYD 1	PROPOSED FIRE HYDRANT LABEL
[Symbol]	PROPOSED SINGLE UNIT DWELLING, MIN GROUND FLOOR AREA = 944sqft
[Symbol]	PROPOSED DUPLEX DWELLING, MIN GROUND FLOOR AREA = 1960sqft
[Symbol]	PROPOSED QUADPLEX DWELLING, MIN GROUND FLOOR AREA = 3776sqft
[Pattern]	PROPOSED COMMON OPEN SPACE
[Pattern]	PROPOSED STORM WATER MANAGEMENT AREA

**OPEN SPACE/GREEN SPACE RATIO INFORMATION:**

TOTAL GROSS PARCEL AREA: 13.56 ac  
 30% REQUIRED AS COMMON OPEN SPACE PER 13.06A  
 \*13.56(0.30) = 4.07ac

PROVIDED COMMON OPEN SPACE, INCLUDING 25% OF STORM WATER MANAGEMENT AREA PER 13.06.A.2.f  
 \*Σ = 0.19ac + 2.78 + 0.25 + 0.34 + 0.45 + 0.12 = 4.13 ac > 4.07ac

**LANDSCAPE NOTES**  
 DEVELOPER TO SUBMIT SEPARATE LANDSCAPE PLAN OR INCORPORATE LANDSCAPE DESIGN AND PLANTING SCHEDULES INTO FINAL SITE PLAN SUBMITTALS. PLANS TO PROVIDE SATISFACTORY DETAIL TO SATISFY SECTION 13.02.3.a.iii OF THE CITY OF JONESVILLE ORDINANCE

**KEY OPPORTUNITIES PROPOSED BECK PUD DEVELOPMENT**  
 TABLE 1, DEVIATIONS FROM THE STANDARD R-2 ZONING STANDARDS

	Standard R-2	Proposed PUD	Notes
<b>Principal Permitted Uses</b>	1 Family Detached Dwelling; Adult & Child Residential Care; Home Occupations	1 Family Detached Dwelling; 2 Family Dwelling; Up to 4 Family Dwelling	Not all R-2 Principal permitted uses listed in Section 7.02 of the ordinance are noted in this table. Those noted here are limited to most applicable and/or comparable to those proposed as part of the PUD
<b>Special Uses</b>	2 Family Dwelling; Public Buildings; Public Serv. Buildings; Schools; Bed & Breakfast	2 Family Dwelling; Up to 4 Family Dwelling; Multi-Purpose Training Building	The existing assembly building on site is to be repurposed as a Multi-Purpose Training Building/Office building
<b>R.O.W./Easement Width</b>	66 ft	50 ft	
<b>Width of Street Traveled Surface (Combined Lane)</b>	20ft for up to 24 parcels; 24 ft greater than 24 parcels	20 ft	The proposed private street is scheduled to consist of two 10ft lanes with 2ft wide shoulders. The 10 ft lane width is based off from American Assoc. of State Highway & Transportation Officials, A Policy on Geometric Design of Highway and Streets for low speed, low volume roadways
<b>Street Surface</b>	Asphalt or Conc.	Asphalt	
<b>Front Yard R.O.W. Setback</b>	30ft	NA	No Public R.O.W. is proposed as part of the PUD. In lieu of R.O.W. a 50ft wide roadway utility easement and 12ft wide back-lot utility easements will be provided. Minimum setback from utility easement to be 8 ft.
<b>Side Yard</b>	12 1/2 ft	NA	No individual lots or lot lines are proposed as part of the PUD.
<b>Rear Yard</b>	35 ft from rear lot line	NA	Min. dimensions bwn sides of each residential building to be 13ft. No individual lots lines are proposed as part of the PUD. Distances from the rear of proposed buildings to parcel boundaries range from 20 ft to 41 ft
<b>Building Height</b>	25 ft or 2 1/2 Stories	25 ft or 2 1/2 Stories	No Deviation
<b>Lot Coverage</b>	25%	NA	No individual lots proposed as part of PUD. PUD concept plan includes building footprints totalling 53,779 on a parcel with a total area of 590,674 sft, resulting in a coverage of 9.1%
<b>Minimum Lot Area</b>	9500 sft	NA	
<b>Minimum Lot Width</b>	65 ft	NA	
<b>Minimum Dwelling Unit Floor Area</b>	780 sft ground floor; 1200 sft total UFA	1200 total UFA	No Deviation

146 Lewis Street  
 P.O. Box 232  
 Hillside, Michigan 48242  
 Phone: (517) 637-4833  
 Fax: (517) 437-4344

**PROFESSIONAL ENGINEERING SERVICES**

CLIENT  
 Key Opportunities, Inc.  
 400 Hillside St  
 Hillside, MI  
 517 437-4469

**KEY OPPORTUNITIES**  
 BECK RD DEVELOPMENT  
 OVERALL SCHEMATIC PUD SITE LAYOUT PLAN

CP1

DATE: 11-28-23  
 SHEET 1 OF 11  
 CAD: JMT  
 INSP: JMT  
 DATE: 12-12-23  
 DATE: 12-15-23, Admin. Date of Deviation  
 Rev. 01: Bldg. RE. 011

CONTROL SECTION: NA  
 MDT JOB NO.: NA

MTE JOB NO. 02212



City of  
Jonesville

265 E. Chicago Street, Jonesville, MI 49250

(517) 849-2104  
(517) 849-9037 Fax  
[www.jonesville.org](http://www.jonesville.org)

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

The Planning Commission will hold a Public Hearing at 7:00 p.m., Wednesday, January 11, 2023 at the Jonesville City Hall, 265 E. Chicago Street, Jonesville, MI 49250.

The board will meet to consider the following request:

A Rezoning Request from Key Opportunities, Inc. for the property located at 439 Beck Street, Jonesville, MI to rezone the property for a Planned Unit Development (PUD). The purpose of the rezoning is for the development of an affordable permanent supportive housing development primarily for people with disabilities, veterans, and senior citizens. Property ID: #30-21-004-300-008-04-6-3.

Attendance at the Planning Commission Hearing is welcomed, but not required. Written comments may be submitted to the Jonesville City Hall, prior to the hearing.

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

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

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

# JONESVILLE POLICE DEPARTMENT

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



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

## Police Officer Cadet

Mr. Gray,

The approximate cost to send a police officer cadet to a police academy in 2023 will cost \$41,959. Michigan has more open positions for law enforcement officers than it does certified officers in Michigan currently. Due to this the State of Michigan has created a Public Safety Assistance Grant Program with a total of \$30,000,000 in program funding. Agencies may receive up to twenty-five scholarships over the course of the program. These scholarships are on a first-come, first-serve basis. The grant program will last until September 30, 2026, or until the appropriated funds are expended.

The fundings split, \$4,000 for recruit salaries and \$20,000 for academy cost is set by statute. The academy cost is not that much but it would be ideal to repurpose those funds for recruit salaries, but currently we can't. So, I have reached out to Michigan Works Southeast to see if they could assist us in any way to offset cost. I have a meeting with them on Thursday, January 12, to discuss what, if any, assistance they may be able to provide. The cost to send a recruit to a seventeen-week academy is \$41,959. I included a breakdown of these costs for you below.

Medical/Dental Insurance:	\$5,000.00
Academy cost:	\$15,000.00 -
Wage:	\$13,680.00
Gasoline reimbursement:	\$8,279.00
Total cost:	\$41,959.00

Due to the Public Safety Grant Assistance Program we can lower that cost to \$22,959. This number is only preliminary since I have not met with the Michigan Works Southeast yet and I'm continuing to seek out other funding options to help reduce the Cities potential out of pocket

cost. Due to the Cities expenditures with this project the recruit would be required to sign a contract so if they didn't complete the training or resigned they would be required to pay a portion of it back. Mr. Lovinger has drafted that contract and it is included as an attachment for your review.

Respectfully,

Kurt Etter, Director

## **POLICE OFFICER TRAINING AND RETENTION INCENTIVE AGREEMENT**

**This POLICE OFFICER TRAINING AND RETENTION INCENTIVE AGREEMENT** is made as of the \_\_\_\_\_ day of \_\_\_\_\_, 2022, by and between the City of Jonesville, Michigan, a Michigan Municipality (City), and \_\_\_\_\_, ("Police Officer Trainee").

1. **Purpose.** The City is a Municipality which, among other public safety services, maintains a Police Department. Police Officer Trainee is an individual who sought assistance from City for funds necessary to complete adequate training in Law Enforcement Policies and Procedures to make Police Officer Trainee eligible for certification to become a candidate to be hired as a Full Time Police Officer for the City of Jonesville Police Department. The expenses for which Police Officer Trainee sought assistance included reimbursement of tuition, book fees, licensing examination fees, and required academy training and clothing costs (the "Training Expenses"). During the time period that Police Officer Trainee has been undertaking training, the City has paid the Training Expenses. At the time that Police Officer Trainee requested assistance from City for the payment of the Training Expenses, Police Officer Trainee agreed to repay the City the funds utilized the Training Expenses if Police Officer Trainee either didn't complete the training or if Police Officer Trainee did not maintain employment with the City for a specified period of time after completion of training and receipt of Certification to act as a Law Enforcement Officer.

2. **Employment Incentive and Obligation to Repay Funds Expended for Police Officer Trainee's Education and Certification.** The City intends to employ Police Officer Trainee as a Police Officer and as an inducement to accepting such offer of employment and to continue in the position of Police Officer within City's Police Department, is willing to offer Police Officer Trainee an Employment Incentive in the form of a release of Police Officer Trainee's obligation to repay funds expended by the City for Training and Certification of Police Officer Trainee. The obligation of Police Officer Trainee to repay funds expended for his/her training shall be forgiven at the rate of One Thirty-Sixth (1/36) per month over the course of Police Officer Trainee's initial Thirty-Six (36) months of employment. The obligation of Police Officer Trainee to repay



funds expended for his/her training shall be fully forgiven if Police Officer Trainee satisfactorily completes a period of Thirty-Six (36) months of full-time employment with the City Police Department. If Police Officer Trainee's employment with the City of Jonesville Police Department is terminated prior to the expiration of Thirty- Six (36) months from the date of commencement of employment for reasons other than termination of employment for cause or as a result of reduction in size of the Police Department for economic reasons the Police Officer Trainee shall be responsible and obligated to repay the City a prorated portion of the funds expended by the City in connection with Police Officer Trainee's training which sum shall be calculated based upon the number of months remaining until Police Officer Trainee would have achieved Thirty-Six (36) month of the Employment. For example, if Police Officer Trainee shall terminate employment for reasons other than termination of employment for cause or as a result of reduction in size of the Police Department for economic reasons the Police Officer Trainee will be obligated to repay the City Twenty-Four/Thirty Sixths (24/36) of the funds expended by City for Police Officer Trainee's training and certification. By way of further explanation, Police Officer Trainee will be obligated to repay the City the prorated amount as calculated using the formula set forth above in the event the Police Officer Trainee voluntarily terminates employment by resignation within the initial Thirty-Six (36) months from the date of commencement of employment.

3. **Ordinary Compensation.** Police Officer Trainee ordinary compensation in connection with employment as a Police Officer shall be dictated by the City of Jonesville.

4. **Term of Employment, Discipline, and General Conditions.** Police Officer Trainee shall be subject to the disciplinary provisions, requirements, and other conditions set forth by the City of Jonesville, Michigan. This Agreement shall not be construed as a contract that requires the City to continue the employment of Police Officer Trainee for any specific period of time and Police Officer Trainee may be terminated by the City for appropriate cause or as a result of reduction in the size of the Police Department for economic reasons as set forth by the City of Jonesville, Michigan.

5. **No Assignment.** Neither party to this Agreement may assign or delegate any rights or obligations under this Agreement without first obtaining the written consent of the other party.

6. **Entire Agreement; Modification.** There are no oral or written representations, agreements, or promises pertaining to the subject matter of this Agreement that are not incorporated in writing in this Agreement. This Agreement supersedes all other agreements, if any, among the parties and sets forth all agreements among them relating to the subject matter hereof. Neither this Agreement nor any of its terms can be terminated, amended, waived, or extended except by an appropriate written instrument executed by the parties.

7. **Construction.** This Agreement shall be governed and construed in accordance with the laws of the State of Michigan.

8. **Severability.** If any provision of this Agreement is found to be invalid or unenforceable under any law, the provision shall be ineffective to that extent and for the duration of the illegality, but the remaining provisions shall be unaffected.

9. **Headings.** The paragraph headings in this Agreement are made for convenient reference thereto and shall not modify or amend the express terms hereof.

**IN WITNESS WHEREOF**, the parties have executed this Agreement as of date first written above.

**THE CITY OF JONESVILLE**

By: \_\_\_\_\_  
Jeff Gray  
City Manager

**POLICE OFFICER TRAINEE**

\_\_\_\_\_  
\_\_\_\_\_  
Print Name

23-006

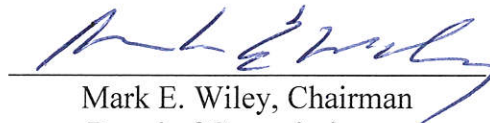
January 10, 2023

**TO THE HONORABLE BOARD OF COMMISSIONERS:**

We recommend the following Commissioner be appointed to the Jonesville Local Development Finance Authority as follows:

<u>NAME</u>	<u>FIRST APPOINTED</u>	<u>TERM OF APPOINTMENT</u>
Steve Lanus	01/01/2023	Partial Term expiring 11/30/2023

Respectfully submitted,

  
Mark E. Wiley, Chairman  
Board of Commissioners  
Management & Personnel

Approved by the Board of Commissioners  
on January 10, 2023.

# PROPOSAL

DEVELOPED FOR

Jeffrey Gray

City of Jonesville

265 E. Chicago St.

Jonesville, MI 49250

December 12, 2022

## KEEPING DRINKING WATER SAFE FOR INDUSTRIES AND MUNICIPALITIES

For over 30 years, HydroCorp™ has been dedicated to safe drinking water for companies and communities across North America. Fortune 500 firms, metropolitan centers, utilities, small towns and businesses – all rely on HydroCorp to protect their water systems, averting backflow contamination and the acute health risks and financial liabilities it incurs.

CROSS-CONNECTION  
CONTROL / BACKFLOW  
PREVENTION

WATER SYSTEM  
SURVEYS / AUDITS

PIPE SYSTEM MAPPING  
AND LABELING

WATER SAMPLING  
AND ANALYSIS / RISK  
ASSESSMENTS

PROGRAM  
AND PROJECT  
MANAGEMENT

COMPLIANCE  
ASSISTANCE /  
DOCUMENTATION



MICHIGAN CORPORATE OFFICE

5700 Crooks Road, Suite 100

Troy, MI 48098

800.690.6651 TOLL FREE

248.250.5000 PHONE

248.786.1788 FAX GENERAL

info@hydrocorpinc.com EMAIL



SCOPE OF WORK .....3

PROFESSIONAL SERVICE AGREEMENT..... 4-10

QUALIFICATIONS ..... 11



## SCOPE OF WORK

Based on our current contract, HydroCorp™ will provide the following services to the City of Jonesville. This project is a continued effort for an ongoing Cross-Connection Control Program and will provide the City with the necessary data and information to maintain compliance with the Michigan Department of Environment, Great Lakes, and Energy (EGLE) Water Bureau Cross Connection Control Regulations. Once this project has been approved and accepted by the City and HydroCorp, you may expect completion of the following elements within a two (2) year period. The components of the project include:

1. Annually, perform a minimum of **44** initial inspections, compliance inspections, and re-inspections at individual industrial, commercial, institutional facilities and miscellaneous water users within the city served by the public water supply for cross-connections. Inspections will be conducted in accordance with the EGLE Water Bureau Cross Connection Control regulations.
2. Generate all backflow prevention assembly test notices, non-compliance notices and coordinate/monitor backflow prevention assembly testing compliance for all backflow prevention assemblies.
3. Perform administrative functions including: answering water user telephone calls, scheduling of inspections, mailing of all notices, verification of backflow prevention assembly tester credentials & proper testing results and general customer service and program education inquiries.
4. Generate and document the required program data for the facilities using the HydroCorp Software Data Management Program.
5. Submit comprehensive management reports on a quarterly basis.
6. Conduct an annual review meeting to discuss overall program status and recommendations.
7. Provide up to six- (6) ASSE approved hose bibb vacuum breakers or anti-frost hose bibb vacuum breakers, (i.e. combination) per facility as required, in order to place a facility into immediate compliance at the time of inspection.
8. Prepare the annual State of Michigan, EGLE Water Bureau Cross Connection Report.
9. Assist the City with a community wide public relations program including general awareness brochures and customized web site cross connection control program overview content and resources.
10. Provide ongoing support via phone, fax, internet, text or email.

The above services will be provided for:

<b>Monthly Amount: \$ 568.00</b>	<b>Annual Amount: \$ 6,816.00</b>	<b>Contract Total: \$ 13,632.00</b>
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Contract Amount is based upon a 24-month period. HydroCorp will invoice in 24 equal amounts of \$ 568.00

# PROFESSIONAL SERVICE AGREEMENT

This agreement, made and entered into this DATE by and between the City of Jonesville, organized and existing under the laws of the State of Michigan, referred to as "Utility", and HydroCorp™ a Michigan Corporation, referred to as "HydroCorp".

WHEREAS, the Utility supplies potable water throughout its corporate boundary to property owners; and desires to enter into a professional services contract for cross connection control program inspection, reporting and management services.

WHEREAS, HydroCorp is experienced in and capable of supplying professional inspection of potable water distribution systems and cross connection control program management to the Utility and the Utility desires to engage HydroCorp to act as its independent contractor in its cross connection control program.

WHEREAS, the Utility has the authority under the laws of the State of Michigan and its local governing body to enter into this professional services contract.

NOW THEREFORE, in consideration of the mutual agreements herein contained, and subject to the terms and conditions herein stated, the parties agree as follows:

## ARTICLE I. Purpose

During the term of this Agreement, the Utility agrees to engage HydroCorp as an independent contractor to inspect and document its findings on its potable water distribution system in public, commercial and industrial facilities within the community. Each party to this Agreement agrees that it will cooperate in good faith with the other, its agents, and subcontractors to facilitate the performance of the mutual obligations set forth in this Agreement. Both Parties to this Agreement recognize and acknowledge that the information presented to them is complete and accurate, yet due to the inaccessible nature of water piping or due to access constraints within water users' facilities, complete and accurate data is not always available.

## ARTICLE II. Scope of Services

The scope of services to be provided by HydroCorp under this Agreement will include the inspections/surveys, program administration, answering telephone call inquires, scheduling of inspections, program compliance review, public education materials, preparation of quarterly management reports, and annual cross connection reports with respect to the facilities to the extent specifically set forth in this Article II (hereinafter the "Scope of Services"). Should other reports/services be included within the Scope of Services, the same shall be appended to this Agreement as Exhibit 1.

**2.1 PROGRAM REVIEW/PROGRAM START UP MEETING.** HydroCorp will conduct a Program Startup Meeting for the Cross-Connection Control/Backflow Prevention Program. Items for discussion/review will include the following:

- Review state & local regulations
- Review and/or provide assistance in establishing local Cross-Connection Control Ordinance
- Review/establish wording and timeliness for program notifications including:
  - Inspection Notice
  - Compliance Notice
  - Non-Compliance Notices 1-2, Penalty Notices
- Special Program Notices
- Electronic use of notices/program information
- Obtain updated facility listing, address information and existing program data from Utility.
- Prioritize Inspections (Utility owned buildings, schools, high hazard facilities, special circumstances.)
- Review/establish procedure for vacant facilities.



- Establish facility inspection schedule.
- Review/establish procedures and protocol for addressing specific hazards.
- Review/establish high hazard, complex facilities and large industrial facility inspection/containment procedures including supplemental information/notification that may be requested from these types of facilities in order to achieve program compliance.
- Review/establish program reporting procedures including electronic reporting tools.
- Review/establish educational and public awareness brochures.

**2.2 INSPECTIONS.** HydroCorp will perform initial inspections, compliance inspections, and re-inspections at individual industrial, commercial, institutional facilities and miscellaneous water users within the utility served by the public water supply for cross-connections. Inspections will be conducted in accordance with the Michigan Department of Great Lakes, and Energy Cross Connection Control Rules.

- *Initial Inspection* – the first time a HydroCorp representative inspects a facility for cross connections. Degree of Hazard will be assigned and/or verified during this facility visit. The Degree of Hazard will dictate future re-inspection frequency/schedule of facility, (facility will be either compliant or non-compliant after this inspection).
- *Compliance Inspection* – subsequent visit by a HydroCorp representative to a facility that was non-compliant during the *Initial Inspection* to verify that corrective action was completed and meets the program requirements.
- *Re-Inspection* – Revisit by a HydroCorp representative to a facility that was previously inspected. The re-inspection frequency/schedule is based on the degree of hazard assigned to the facility during the initial inspection (one or five year re-inspection cycle, as agreed to by the parties).

**2.3 INSPECTION SCHEDULE.** HydroCorp shall determine and coordinate the inspection schedule. Inspection personnel will check in/out on a daily basis with the Utility’s designated contact person. The initial check in will include a list of inspections scheduled. An exit interview will include a list of inspections completed.

**2.4 PROGRAM DATA.** HydroCorp will generate and document the required program data for the Facility Types listed in the Scope of Services using the HydroCorp Software Data Management Program. Program Data shall remain property of the Utility; however, the HydroCorp Software Data Management program shall remain the property of HydroCorp and can be purchased for an additional fee. Data services will include:

- Prioritize and schedule inspections.
- Notify users of inspections, backflow device installation and testing requirements if applicable.
- Monitor inspection compliance using the HydroCorp online software management program.
- Maintain program to comply with all EGLE regulations

**2.5 MANAGEMENT REPORTS.** HydroCorp will submit comprehensive management reports in electronic, downloadable format on a quarterly & annual basis to the Utility. Reports to include the following information:

- Name, location and date of inspections
- Number of facilities inspected/surveyed
- Number of facilities compliant/non-compliant

**2.6 REVIEW OF CROSS-CONNECTION CONTROL ORDINANCE.** HydroCorp will review or assist in the development of a cross-connection control ordinance. Items for review include:

- Code adoption references, standard operational procedures, program notice documentation, reporting procedures and preference standards.
- Penalties for noncompliance.





- 2.7 VACUUM BREAKERS.** HydroCorp will provide up to six (6) ASSE approved hose bibb vacuum breakers or anti-frost hose bibb vacuum breakers per facility as required, in order to place a facility into immediate compliance at the time of inspection if no other cross-connections are identified.
- 2.8 PUBLIC RELATIONS PROGRAM.** HydroCorp will assist the Utility with a community-wide public relations program including general awareness brochures and website cross connection control program content.
- 2.9 SUPPORT.** HydroCorp will provide ongoing support via phone, fax, text, website or email for the contract period.
- 2.10 FACILITY TYPES.** The facility types included in the program are as follows:
- Industrial
  - Institutional
  - Commercial
  - Miscellaneous Water users
  - Multifamily
- Complex Facilities.** Large industrial and high hazard complexes or facilities may require inspection/survey services outside the scope of this Agreement. (HydroCorp typically allows a maximum of up to three (3) hours of inspection time per facility.) An independent cross connection control survey (at the business owner's expense) may be required at these larger/complex facilities and the results submitted to the Utility to help verify program compliance.
- 2.11 INSPECTION TERMS.** HydroCorp will perform a minimum of **88** inspections over a **two – (2) year contract**. The total inspections include all initial inspections, compliance, and re-inspections. *Vacant facilities that have been provided to HydroCorp, scheduled no show or refusal of inspection will count as an inspection/site visit for purposes of the contract.*
- 2.12 COMPLIANCE WITH DEPARTMENT OF ENVIRONMENT, GREAT LAKES AND ENERGY (EGLE).** HydroCorp will assist in compliance with EGLE and Michigan Plumbing Code cross connection control program requirements for all commercial, industrial, institutional, multifamily, and public authority facilities.
- 2.13 POLICY MANUAL.** HydroCorp will review and/or develop a comprehensive cross connection control policy manual/plan and submit to the appropriate regulatory agency for approval on behalf of the Utility.
- 2.14 INVENTORY.** HydroCorp shall inventory all accessible (ground level) backflow prevention assemblies and devices. Documentation will include: location, size, make, model and serial number if applicable.
- 2.15 DATA MANAGEMENT.** HydroCorp shall provide data management and program notices for all inspection services throughout the contract period.
- 2.16 ANNUAL YEAR END REVIEW.** HydroCorp will conduct an on-site annual year-end review meeting to discuss overall program status and specific program recommendations.
- 2.17 CROSS CONNECTION CONTROL BROCHURES.** HydroCorp will provide approximately **142** cross-connection control educational brochures for the duration of the Agreement.
- 2.18 INSURANCE.** HydroCorp will provide all required copies of general liability, workers' compensation and errors and omissions insurance naming the Utility as an additional insured if required.



### ARTICLE III. Responsibilities of the Utility

- 3.1 UTILITY'S REPRESENTATIVE.** On or before the date services are to commence under this Agreement, the Utility shall designate an authorized representative ("Authorized Representative") to administer this Agreement.
- 3.2 COMPLIANCE WITH LAWS.** The Utility, with the technical and professional assistance of HydroCorp, shall comply with all applicable local, state, and federal laws, codes, ordinances, and regulations as they pertain to the water inspection and testing, and shall pay for any capital improvements needed to bring the water treatment and delivery system into compliance with the aforementioned laws.
- 3.3 NOTICE OF LITIGATION.** In the event that the Utility or HydroCorp has or receives notice of or undertakes the prosecution of any actions, claims, suits, administrative proceedings, investigations or other proceedings in connection with this Agreement, the party receiving such notice or undertaking of such prosecution shall give the other party timely notice of such proceedings and will inform the other party in advance of all hearings regarding such proceedings
- 3.4 FACILITY LISTING.** The Utility must provide HydroCorp a complete list of facilities to be inspected, including facility name, type of service connection, address, contact person, and phone number, (if available). *Electronic file format such as Microsoft Excel, etc. is required. An additional one-time fee to manually enter facility listing will be charged at the rate of \$80.00 per hour. Incorrect facility addresses will be returned to the Utility contact and corrected address will be requested.*
- 3.5 LETTERHEAD/LOGO.** The Utility will provide HydroCorp with an electronic file copy of the utility logo or utility letterhead and all envelopes for the mailing of all official program correspondence only. (300 dpi in either .eps, or other high quality image format for printing.)

### ARTICLE IV. Term, Compensation and Changes in Scope of Services

- 4.1 TERM AND TERMINATION TERM.** Services by HydroCorp under this Agreement shall commence on **February 1, 2023**, and end two- (2) years from such date unless this Agreement is renewed or terminated as provided herein. The terms of this Agreement shall be valid only upon the execution of this Agreement within ninety (90) days of its receipt. Failure to execute this Agreement within the ninety (90) day period shall deem the proposed terms void.
- 4.2 RENEWAL.** Upon the expiration of this two-year agreement, unless either party provides written notice of termination not less than 60 days prior to the expiration of the initial term (or any such renewal term) this agreement will automatically renew for in (1) year term increments. Inflationary adjustments to each renewal term will be equal to the annual Consumer Price Index as measured in the Utilities local/regional area at the time of renewal.
- 4.3 TERMINATION.** The Utility or HydroCorp may terminate this Agreement at any time and on any date in the initial and renewal terms of this Agreement, with or without any cause, by giving written notice of such intent to terminate to the other party at least thirty (30) days prior to the effective date of termination. Notice of the intent to terminate shall be given in writing by personal service, by an authorized agent, or by certified mail, return receipt requested. The Utility shall pay the balance of any outstanding accounts for work performed by HydroCorp.
- 4.4 BASE COMPENSATION.** The Utility shall pay HydroCorp as compensation ("Base Compensation") for labor, equipment, material, supplies, and utilities provided and the services performed pursuant to this Agreement, **\$568.00 per month, \$6,816.00 annually, for a two - year contract total of \$13,632.00.** Completed inspections shall consist of all initial inspections, re-inspections, and compliance inspections as defined in section 2.2.



- 4.5 PAYMENT OF INVOICES.** Upon presentation of invoices by HydroCorp, all payments including base and other compensation shall be due and payable on the first day of each month (due date) after the month for which services have been rendered. All such payments shall be made no later than thirty (30) days after the due date. Failure to pay shall be deemed a default under this Agreement. For any payment to HydroCorp which is not made within thirty (30) calendar days after the due date, HydroCorp, shall receive interest at one and one-half (1½) percent per month on the unpaid balance.
- 4.6 CHANGES IN SCOPE OF SERVICES.** In the event that the Utility requests and HydroCorp consents to perform additional work or services involving the consulting, management, operation, maintenance, and repair of the Utility's water delivery system where such services or work exceeds or changes the Scope of Services contemplated under this Agreement, HydroCorp shall be provided additional compensation. Within thirty (30) calendar days from the date of notice of such additional work or services, the parties shall mutually agree upon an equitable sum for additional compensation. This amount shall be added to the monthly sum effective at the time of change in scope. Changes in the Scope of Service include, but are not limited to, requests for additional service by the Utility or additional costs incurred in meeting new or changed government regulations or reporting requirements.
- 4.7 CLIENT CONFIDENTIALITY.** Disclosure of all communications between HydroCorp and the Utility regarding business practices and other methods and forms of doing business is subject to the provisions of Michigan Public Records Law. HydroCorp agrees to make available for inspection and copying all records in its possession created, produced, collected, or otherwise related to this Agreement to the same extent as if the records were maintained by the Utility. HydroCorp expressly acknowledges and agrees that its obligations concerning Public Records Law and compliance regarding records related to this Agreement should not be limited by copyright, license, privacy and/or confidentiality except as authorized under the Public Records Law.
- 4.8 ACCESSIBILITY.** Backflow prevention device information will be completed in full only when the identifying information (i.e. data plate, brass tag, etc.) is accessible and visible from ground level or from a fixed platform/mezzanine.
- 4.9 CONFINED SPACES.** – HydroCorp personnel will not enter confined spaces.

#### **ARTICLE V. Risk Management and General Provisions**

- 5.1 INFORMATION.** Both Parties to this Agreement recognize and acknowledge that the information presented to them is complete to the best of their knowledge, yet due to the inaccessible nature of water piping or lack of access provided by property owner/water user, complete accurate data is not always available. Cross-connection control inspection and results are documented as of a specific date. The property owner and/or water user may make modifications to the potable water system after the inspection date that may impact compliance with the program.
- 5.2 LIMITATION OF LIABILITY.** HydroCorp's liability to the Utility for any loss, damage, claim, or expense of any kind or nature caused directly or indirectly by the performance or non-performance of obligations pursuant to this Agreement shall be limited to general money damages in an amount not to exceed or within the limits of the insurance coverage provided hereunder. HydroCorp shall in no event be liable for indirect or consequential damages, including but not limited to, loss of profits, loss of revenue, or loss of facilities, based upon contract, negligence, or any other cause of action.



**5.3 HYDROCORP INSURANCE.** HydroCorp currently maintains the following insurance coverage's and limits:

	<u>Occurrence</u>	<u>Aggregate</u>
Comprehensive General Liability	\$1 Million	\$2 Million
Excess Umbrella Liability	\$5 Million	\$5 Million
Automobile Liability (Combined Single Limit)	\$1 Million	
Worker's Compensation/ Employer's Liability	\$1 Million	
Errors and Omissions	\$2 Million	\$2 Million

Within thirty (30) calendar days of the start of the project, HydroCorp shall furnish the Utility with satisfactory proof of such insurance, and each policy will require a 30-day notice of cancellation to be given to the Utility while this Agreement is in effect. The Utility shall be named as an additional insured according to its interest under the general liability policy during the term of this Agreement.

**5.4 UTILITY INSURANCE.** The Utility will maintain liability insurance on an all-risk basis and including extended coverage for matters set forth in this Agreement.

**5.5 RELATIONSHIP.** The relationship of HydroCorp to the Utility is that of independent contractor and not one of employment. None of the employees or agents of HydroCorp shall be considered employees of the Utility. For the purposes of all state, local, and federal laws and regulations, the Utility shall exercise primary management, and operational and financial decision-making authority.

**5.6 ENTIRE AGREEMENT AMENDMENTS.** This Agreement contains the entire Agreement between the Utility and HydroCorp, and supersedes all prior or contemporaneous communications, representations, understandings, or agreements. This Agreement may be modified only by a written amendment signed by both parties.

**5.7 HEADINGS, ATTACHMENTS, AND EXHIBITS.** The heading contained in this Agreement is for reference only and shall not in any way affect the meaning or interpretation of this Agreement. The Attachments and Exhibits to this Agreement shall be construed as integral parts of this Agreement.

**5.8 WAIVER.** The failure on the part of either party to enforce its rights as to any provision of this Agreement shall not be construed as a waiver of its rights to enforce such provisions in the future.

**5.9 ASSIGNMENT.** This Agreement shall not be assigned by either party without the prior written consent of the other unless such assignment shall be to the affiliate or successor of either party.

**5.10 FORCE MAJEURE.** A party's performance under this Agreement shall be excused if, and to the extent that, the party is unable to perform because of actions due to causes beyond its reasonable control such as, but not limited to, Acts of God, the acts of civil or military authority, loss of potable water sources, water system contamination, floods, quarantine restrictions, riot, strikes, commercial impossibility, fires, explosions, bombing, and all such interruptions of business, casualties, events, or circumstances reasonably beyond the control of the party obligated to perform, whether such other causes are related or unrelated, similar or dissimilar, to any of the foregoing. In the event of any such force majeure, the party unable to perform shall promptly notify the other party of the existence of such force majeure and shall be required to resume performance of its obligations under this Agreement upon the termination of the aforementioned force majeure.

**5.11 AUTHORITY TO CONTRACT.** Each party warrants and represents that it has authority to enter into this Agreement and to perform the obligations, including any payment obligations, under this Agreement.

**5.12 GOVERNING LAW AND VENUE.** This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan, regardless of the fact that any of the parties hereto may be or may become a resident of a different state or jurisdiction. Any dispute between the parties, with both parties' consent, may be settled by arbitration in accordance with the applicable rules of the American Arbitration Association, Any arbitration award or determination shall be final and binding and any court of competent jurisdiction may enter



a judgment on such award which shall be enforceable in the same manner as any other judgment of the such court. Any suit or action arising shall be filed in a court of competent jurisdiction within the State of Michigan, venue by the presiding County. The parties hereby consent to the personal jurisdiction of said court within the State of Michigan.

**5.13 COUNTERPARTS.** This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original and all of which together shall be deemed to be one and the same instrument.

**5.14 NOTICES.** All notices, requests, demands, payments and other communications which are required or may be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered personally or sent by nationally recognized overnight carrier, or mailed by certified mail, postage prepaid, return receipt requested, as follows:

If to HydroCorp:

HydroCorp  
c/o Mark Martin  
5700 Crooks Road, Ste. 100  
Troy, MI 48337  
(248) 250-5005

If to Utility:

City of Jonesville  
c/o Jeffery Gray  
265 E. Chicago St.  
Jonesville, MI 49250  
(517) 849-2104

**5.15 SEVERABILITY.** Should any part of this Agreement for any reason, be declared invalid or void, such declaration will not affect the remaining portion, which will remain in full force and effect as if the Agreement has been executed with the invalid portion eliminated.

## SIGNATURES

IN WITNESS WHEREOF, the parties have duly executed this Agreement effective as of the date first above written.

**City of Jonesville**

\_\_\_\_\_  
By:  
Title:

**HydroCorp**



\_\_\_\_\_  
By: Paul M. Patterson  
Its: Senior Vice President



---

# Appendix

## Specific Qualifications & Experience

**HydroCorp™** is a professional service organization that specializes in Cross Connection Control Programs. Cross Connection Control Program Management & Training is the main core and focus of our business. We are committed to providing water utilities and local communities with a cost effective and professionally managed cross connection control program in order to assist in protecting the public water supply.

- HydroCorp conducts over 70,000 Cross Connection Control Inspections **annually**.
- HydroCorp tracks and manages over 135,000+ backflow prevention assemblies for our Municipal client base.
- Our highly trained staff works in an efficient manner in order to achieve maximum productivity and keep program costs affordable. We have a detailed **system** and **process** that each of our field inspectors follow in order to meet productivity and quality assurance goals.
- Our municipal inspection team is committed to providing outstanding customer service to the water users in each of the communities we serve. We teach and train customer service skills in addition to the technical skills since our team members act as representatives of the community that we service.
- Our municipal inspection team has attended training classes and received certification from the following recognized Cross Connection Control Programs: UF TREEO, UW-Madison, and USC – Foundation for Cross Connection Control and Hydraulic Research, American Backflow Prevention Association (ABPA), American Society for Sanitary Engineering (ASSE). HydroCorp recognizes the importance of Professional Development and Learning. We invest heavily in internal and external training with our team members to ensure that each Field Service and Administrative team member has the skills and abilities to meet the needs of our clients.
- We have a trained administrative staff to handle client needs, water user questions and answer telephone calls in a professional, timely and courtesy manner. Our administrative staff can answer most technical calls related to the cross-connection control program and have attended basic cross connection control training classes.
- HydroCorp currently serves over 370 communities in Michigan, Wisconsin, Maryland, Delaware, Virginia & Florida. We still have our first customer!
- HydroCorp and its' staff are active members in many water industry associations including: National Rural Water Association, State Rural Water Associations, National AWWA, State AWWA Groups, HydroCorp is committed to assisting these organizations by providing training classes, seminars and assistance in the area of Cross Connection Control.
- Several Fortune 500 companies have relied on HydroCorp to provide Cross Connection Control Surveys, Program Management & Reporting to assist in meeting state/local regulations as well as internal company guidelines.



CITY OF JONESVILLE  
COUNTY OF HILLSDALE  
STATE OF MICHIGAN

**RESOLUTION – MEETINGS OF THE BOARD OF REVIEW**

At a Regular Meeting of the City Council of the City of Jonesville, County of Hillsdale, State of Michigan, held in City Hall in said City on the 18th day of January, 2023, at 6:30 p.m.

**PRESENT:**

**ABSENT:**

The following resolution was offered by Councilperson \_\_\_\_\_ and supported by Councilperson \_\_\_\_\_.

**WHEREAS**, Chapter 10 of the Jonesville City Charter provides the minimum meeting requirements of the Board of Review; and

**WHEREAS**, Section 10.10 of said Charter states that the City Council shall designate the sessions and place of said meetings.

**NOW, THEREFORE BE IT HEREBY RESOLVED** that the Board of Review shall convene in City Hall, located at 265 E. Chicago Street, Jonesville, Michigan, for the following sessions:

First Session: commencing on Monday, March 6th at 5:00 p.m., and continuing as much longer as may be necessary for the purpose of considering and correcting the roll.

Second Session: Monday, March 20th, from 9:00 a.m. to 9:00 p.m., and continuing as long as may be necessary for the purpose of hearing appeals of property assessments. Appeals may be made in advance of the meeting via letter, email or telephone.

July Session: Friday, July 21st, commencing at 1:00 p.m., and continuing for as long as may be necessary, for the purpose of correcting clerical errors, and considering principal residence, poverty, veterans, and elderly or disabled exemption requests.

December Session: Friday, December 15<sup>th</sup>, commencing at 1:00 p.m., and continuing for as long as necessary, for the purpose of correcting clerical errors, and considering principal residence, poverty, veterans, and elderly or disabled exemption requests.

AYES: Council Members:

NAYS: Council Members:

ABSENT: Council Members:

\_\_\_\_\_  
Cynthia D. Means, Clerk

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Jonesville, County of Hillsdale, Michigan at a Regular Meeting held on the 18th day of January, 2023, and that public notice was given pursuant to Act No. 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

2023-02

CITY OF JONESVILLE  
COUNTY OF HILLSDALE  
STATE OF MICHIGAN

**RESOLUTION – POVERTY EXEMPTION GUIDELINES**

At a Regular Meeting of the City Council of the City of Jonesville, County of Hillsdale, State of Michigan, held in the City Hall in said City on the 18th of January, 2023, at 6:30 p.m.

**PRESENT:**

**ABSENT:**

The following resolution was offered by Councilperson \_\_\_\_\_ and supported by Councilperson \_\_\_\_\_.

**WHEREAS**, the adoption of guidelines for poverty exemptions is required of the City Council; and

**WHEREAS**, the principal residence of persons, who the Assessor and Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 253 of 2020 (amended MCL 211.7u); and

**WHEREAS**, pursuant to PA 253 of 2020, the City of Jonesville adopts the attached guidelines for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year;

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of and occupy as a principal residence the property for which an exemption is requested.
- 2) File a claim with the Assessor or Board of Review, accompanied by federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns filed in the immediately preceding year or in the current year.
- 3) File a claim reporting that the combined assets of all persons do not exceed the attached guidelines. Assets include but are not limited to, real estate other than the principal residence, personal property, motor vehicles, recreational vehicles and equipment, certificates of deposit, savings accounts, checking accounts, stocks, bonds, life insurance, retirement funds, etc.
- 4) Produce a valid driver's license or other form of identification if requested.
- 5) Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
- 6) Meet the federal poverty income guidelines as defined and determined annually by the United States Department of Health and Human Services, and stated in the attachment.
- 7) A 50% partial exemption may be considered if applicant's assets are between \$1,000 and \$3,000 of asset guidelines. A 25% partial exemption may be considered if applicant's assets are between \$3,001 and \$4,500 of asset guidelines.



- 8) The application for an exemption shall be filed after January 1, but one day prior to the last day of the Board of Review. The filing of this claim constitutes an appearance before the Board of Review for the purpose of preserving the right of appeal to the Michigan Tax Tribunal.

**NOW, THEREFORE BE IT HEREBY RESOLVED**, that the Assessor and Board of Review shall follow the above stated policy and federal guidelines in granting or denying an exemption, unless the Assessor and Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these reasons are communicated in writing to the claimant; and

**BE IT FURTHER RESOLVED**, that all previous adopted Poverty Exemption Guidelines are hereby rescinded; and

**FURTHERMORE**, the attached City of Jonesville Poverty Guidelines shall follow the Federal Poverty Guidelines as established annually, and shall remain in effect until otherwise amended or rescinded.

AYES:

NAYS:

ABSENT:

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Cynthia D. Means, Clerk

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Jonesville, County of Hillsdale, Michigan at a Regular Meeting held on the 18th day of January, 2023, and that public notice was given pursuant to Act No. 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.

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Cynthia D. Means, Clerk

# Application for MCL 211.7u Poverty Exemption

This form is issued under the authority of the General Property Tax Act, Public Act 206 of 1893, MCL 211.7u.

MCL 211.7u of the General Property Tax Act, Public Act 206 of 1893, provides a property tax exemption for the principal residence of persons who, by reason of poverty, are unable to contribute toward the public charges. This application is to be used to apply for the exemption and must be filed with the Board of Review where the property is located. This application may be submitted to the city or township the property is located in each year on or after January 1.

**To be considered complete, this application must:** 1) be completed in its entirety, 2) include information regarding all members residing within the household, and 3) include all required documentation as listed within the application. Please write legibly and attach additional pages as necessary.

<b>PART 1: PERSONAL INFORMATION —</b> Petitioner must list all required personal information.					
Petitioner's Name				Daytime Phone Number	
Age of Petitioner	Marital Status	Age of Spouse	Number of Legal Dependents		
Property Address of Principal Residence		City	State	ZIP Code	
<input type="checkbox"/> Check if applied for Homestead Property Tax Credit		Amount of Homestead Property Tax Credit			
<b>PART 2: REAL ESTATE INFORMATION</b>					
List the real estate information related to your principal residence. Be prepared to provide a deed, land contract or other evidence of ownership of the property at the Board of Review meeting.					
Property Parcel Code Number			Name of Mortgage Company		
Unpaid Balance Owed on Principal Residence		Monthly Payment	Length of Time at this Residence		
Property Description					
<b>PART 3: ADDITIONAL PROPERTY INFORMATION</b>					
List information related to any other property owned by you or any member residing in the household.					
<input type="checkbox"/> Check if you own, or are buying, other property. If checked, complete the information below.				Amount of Income Earned from other Property	
1	Property Address	City	State	ZIP Code	
	Name of Owner(s)	Assessed Value	Date of Last Taxes Paid	Amount of Taxes Paid	
2	Property Address	City	State	ZIP Code	
	Name of Owner(s)	Assessed Value	Date of Last Taxes Paid	Amount of Taxes Paid	

**PART 4: EMPLOYMENT INFORMATION** — List your current employment information.

Name of Employer

Address of Employer

City

State

ZIP Code

Contact Person

Employer Telephone Number

**PART 5: INCOME SOURCES**

List all income sources, including but not limited to: salaries, Social Security, rents, pensions, IRAs (individual retirement accounts), unemployment compensation, disability, government pensions, worker's compensation, dividends, claims and judgments from lawsuits, alimony, child support, friend or family contribution, reverse mortgage, or any other source of income, for all persons residing at the property.

Source of Income	Monthly or Annual Income (indicate which)

**PART 6: CHECKING, SAVINGS AND INVESTMENT INFORMATION**

List any and all savings owned by all household members, including but not limited to: checking accounts, savings accounts, postal savings, credit union shares, certificates of deposit, cash, stocks, bonds, or similar investments, for all persons residing at the property.

Name of Financial Institution or Investments	Amount on Deposit	Current Interest Rate	Name on Account	Value of Investment

**PART 7: LIFE INSURANCE** — List all policies held by all household members.

Name of Insured	Amount of Policy	Monthly Payments	Policy Paid in Full	Name of Beneficiary	Relationship to Insured

**PART 8: MOTOR VEHICLE INFORMATION**

All motor vehicles (including motorcycles, motor homes, camper trailers, etc.) held or owned by any person residing within the household must be listed.

Make	Year	Monthly Payment	Balance Owed

**PART 9: HOUSEHOLD OCCUPANTS** — List all persons living in the household.

First and Last Name	Age	Relationship to Applicant	Place of Employment	\$ Contribution to Family Income

**PART 10: PERSONAL DEBT** — List all personal debt for all household members.

Creditor	Purpose of Debt	Date of Debt	Original Balance	Monthly Payment	Balance Owed

**PART 11: MONTHLY EXPENSE INFORMATION**

The amount of monthly expenses related to the principal residence for each category must be listed. Indicate N/A as necessary.

Heating	Electric	Water	Phone
Cable	Food	Clothing	Health Insurance
Garbage	Daycare	Car Expense (gas, repair, etc.)	
Other (type and amount)	Other (type and amount)	Other (type and amount)	
Other (type and amount)	Other (type and amount)	Other (type and amount)	

**NOTICE:** Per MCL 211.7u(2)(b), federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns, filed in the immediately preceding year or in the current year must be submitted with this application. Federal and state income tax returns are not required for a person residing in the principal residence if that person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year.

**PART 11: POLICY AND GUIDELINES ACKNOWLEDGMENT**

The governing body of the local assessing unit shall determine and make available to the public the policy and guidelines used for the granting of exemptions under MCL 211.7u. In order to be eligible for the exemption, the applicant must meet the federal poverty guidelines published in the prior calendar year in the Federal Register by the United States Department of Health and Human Services under its authority to revise the poverty line under 42 USC 9902, or alternative guidelines adopted by the governing body of the local assessing unit so long as the alternative guidelines do not provide income eligibility requirements less than the federal guidelines. The policy and guidelines must include, but are not limited to, the specific income and asset levels of the claimant and total household income and assets. The combined assets of all persons must not exceed the limits set forth in the guidelines adopted by the local assessing unit.

The applicant has reviewed the applicable policy and guidelines adopted by the city or township, including the specific income and asset levels of the claimant and total household income and assets.

**PART 12: CERTIFICATION**

I hereby certify to the best of my knowledge that the information provided in this form is complete, accurate and I am eligible for the exemption from property taxes pursuant to Michigan Compiled Law, Section 211.7u.

Printed Name	Signature	Date
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**This application shall be filed after January 1, but before the day prior to the last day of the local unit's December Board of Review.**

**Decision of the March Board of Review may be appealed by petition to the Michigan Tax Tribunal by July 31 of the current year. A July or December Board of Review decision may be appealed to the Michigan Tax Tribunal by petition within 35 days of decision. A copy of the Board of Review decision must be included with the petition.**

Michigan Tax Tribunal  
 PO Box 30232  
 Lansing MI 48909  
  
 Phone: 517-335-9760  
 E-mail: [taxtrib@michigan.gov](mailto:taxtrib@michigan.gov)

**CITY OF JONESVILLE  
2023 POVERTY EXEMPTION GUIDELINES**

**EXHIBIT A**

The City of Jonesville has adopted the following standards for the 2023 year, for a household to be eligible for a poverty exemption. Below are the maximum household income and asset standards for size of family.

**INCOME GUIDELINES**

<u>Size of Family</u>	<u>100% Poverty Guidelines</u>
1	\$ 13,590
2	\$ 18,310
3	\$ 23,030
4	\$ 27,750
5	\$ 32,470
6	\$ 37,190
7	\$ 41,910
8	\$ 46,630
any add'l persons	\$ 4,720

**ASSET GUIDELINES (MAXIMUM)**

<u>Size of Family</u>	<u>100% Exemption</u>	<u>50% Exemption</u>	<u>25% Exemption</u>
1	\$ 25,000	\$ 28,000	\$ 29,500
2 or more	\$ 35,000	\$ 38,000	\$ 39,500

EXAMPLES OF ASSETS ARE (THIS IS NOT AN EXHAUSTIVE LIST):

- \* A second home, land (larger than the "footprint" for the home), vehicles
- \* Recreational vehicles such as campers, boats, and ATVs
- \* Buildings other than residence
- \* Jewelry, artwork, antiques
- \* Bank accounts (over \$5,000) or stocks
- \* Money received from the sale of property, stocks, bonds, cars, or houses
- \* Gifts, loans, lump-sum inheritances
- \* Federal non-cash benefits programs such as Medicare, Medicaid, or food stamps

**PARTIAL POVERTY EXEMPTION GUIDELINES:**  
STATE TAX COMMISSION POLICY REGARDING REQUESTS FOR PERCENTAGE  
REDUCTIONS IN TAXABLE VALUE FOR POVERTY EXEMPTIONS UNDER MCL 211.7u  
Public Act 253 of 2020 amended MCL 211.7u related to poverty exemptions.

PA 253 of 2020 lists the specific percentage reductions in taxable value that may be used by the board of review in granting a poverty exemption.

MCL 211.7u(5) states that if a person claiming the poverty exemption meets all eligibility requirements, the board of review shall grant the poverty exemption, in whole or in part, as follows:

1. A full exemption equal to a 100% reduction in taxable value for the year in which the exemption is granted; or
2. A partial exemption equal to a 50% reduction in taxable value for the year in which the exemption is granted if between \$1,000 to \$3,000 over Asset Test; or
3. A partial exemption equal to a 25% reduction in taxable value for the year in which the exemption is granted if between \$3,001 to \$4,500 over Asset Test

No other method of calculating taxable value may be utilized, except for those percentage reductions specifically authorized in statute, or any other percentage reduction approved by the State Tax Commission. The Commission shall use the following process for the filing, review, and approval of local assessing unit requests to utilize a percentage reduction in taxable value when approving poverty exemptions under MCL 211.7u:

1. A local assessing unit that wants to use any other percentage reduction(s) in taxable value other than the reductions specifically authorized in statute must obtain permission for use of such percentage reduction(s) by filing Form 5738, Request For Approval of Percentage Reduction in Taxable Value For Poverty Exemptions Under MCL 211.7u with the State Tax Commission.
2. The local assessing unit must indicate on the Form the specific percentage reduction(s) in taxable value requested and an explanation of how the requested percentage reduction(s) will be calculated and applied when granting a poverty exemption. Based on case law, calculations that utilize any of the following are not permitted:
  - a. A limitation on the maximum value of the principal residence eligible to receive an exemption.
  - b. A requirement that the principal residence must be owned for a certain number of years before a claim for exemption can be made.
  - c. A limitation on the number of years an exemption can be claimed and received.

2023-03

CITY OF JONESVILLE  
COUNTY OF HILLSDALE  
STATE OF MICHIGAN

**RESOLUTION – AUTHORIZING SUBMISSION OF AN APPLICATION FOR THE MICHIGAN  
STATE LAND BANK AUTHORITY BLIGHT ELIMINATION GRANT**

At a Regular Meeting of the City Council of the City of Jonesville, County of Hillsdale, State of Michigan, held in City Hall in said City on the 18th day of January, 2023, at 6:30 p.m.

**PRESENT:**

**ABSENT:**

The following resolution was offered by Councilperson \_\_\_\_\_ and supported by Councilperson \_\_\_\_\_.

**WHEREAS**, the City of Jonesville is located in Hillsdale County at 265 E. Chicago Street; and

**WHEREAS**, The Michigan State Land Bank Authority has created a Blight Elimination Grant; and

**WHEREAS**, the City of Jonesville has identified specific properties that have been deemed blighted;  
and

**WHEREAS**, the City of Jonesville is seeking assistance to remediate the blight; and

**WHEREAS**, the City of Jonesville goes to great lengths to put the well-being of its citizens first, providing high-quality basic essential services including health and safety; and

**WHEREAS**, the City of Jonesville seeks out grant opportunities to provide improved services; and

**NOW, THEREFORE BE IT HEREBY RESOLVED:**

1. The City of Jonesville is willing to apply for the Michigan State Land Bank Authority Blight Elimination Grant to aid in the abatement of blight.
2. The City of Jonesville authorizes the application for the grant to be used toward that mission.
3. The City of Jonesville authorizes Jeff Gray, Manager, City of Jonesville, (517)849-2104, [jgray@jonesville.org](mailto:jgray@jonesville.org) as the point of contact for submission questions.
4. The City of Jonesville designates Jeff Gray, City Manager, as the person authorized to represent the City of Jonesville.

AYES: Council Members:

NAYS: Council Members:

ABSENT: Council Members:

\_\_\_\_\_  
Cynthia D. Means, Clerk



I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Jonesville, County of Hillsdale, Michigan at a Regular Meeting held on the 18th day of January, 2023, and that public notice was given pursuant to Act No. 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.

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Cynthia D. Means, Clerk

# HILLSDALE COUNTY INSPECTION DEPARTMENT

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33 McCollum St.  
Hillsdale, MI 49242

Telephone (517) 437-4130  
Fax # (517) 437-3233

October 2, 2020

**Bill & Marcia McCune**  
**148 Jermaine St.**  
**Jonesville, MI 49250**

**Subject:** Home @ 148 Jermaine St., Jonesville, MI (*UNSAFE NOTICE*)

Mr. & Mrs. McCune

*Pursuant to Section 116 of the Michigan Building Code of 2015 (Unsafe Structures & Equipment)* and as a result of a complaint filed with this office by the Jonesville Fire Department pertaining to the general unsafe condition of the floor supports and sheeting within the dwelling. This office is issuing an:

## **ORDER OF UNSAFE STRUCTURE**

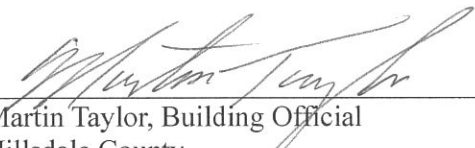
As a result of the report to this office of the serious condition of the flooring and supports to the flooring within the residence at 148 Jermaine St. this office is declares that the structure is in a dangerous condition and exposes inhabitant to physical danger as a result of the floor being incapable to meet the floor loading requirements of the building code. The unsafe condition must be repaired no later than October 15, 2020 or the structure must be vacated October 15<sup>th</sup> until required repairs can be made and inspected by this office.

### **YOU ARE HEREBY REQUIRED TO:**

Contact this office no later than October 9, 2020 as to your acknowledgement of this order and your acceptance of the above terms or reach an agreed upon time frame for completion of repairs. A building permit will be required to be obtained from this office for inspection of repairs. Should you refuse or neglect to comply with the requirements of this order to: Abate the Unsafe Condition this matter may be referred for enforcement as provided by law.

Property Declared Unsafe October 2, 2020

Should you have any questions, please contact the County Inspection Office.

  
\_\_\_\_\_  
Martin Taylor, Building Official  
Hillsdale County

cc: Rick Riggs, Village Jonesville Fire Dept.

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

**JONESVILLE CITY COUNCIL  
SPECIAL MEETING  
Minutes of December 14, 2022**

A Special Meeting of the Jonesville City Council was held on Wednesday, December 14, 2022 at the Jonesville City Hall, 265 E. Chicago Street, Jonesville, MI. Mayor Gerry Arno called the meeting to order at 5:57 p.m. Council members present were: Tim Bowman, Brenda Guyse, George Humphries Jr., Delesha Padula and Andy Penrose. Absent: Chris Grider

Also present: Manager Gray, Abe Graves, Don Toffolo, Joe Ruden, Chris Fast, Gale Fix, Christine Bowman, Victor Face, Dan Loew, and Mike Karaptian.

A motion was made by Brenda Guyse and supported by Delesha Padula to approve the agenda as presented. All in favor. Absent: Chris Grider. Motion carried.

A motion was made by Andy Penrose and supported by Tim Bowman to accept the DDA recommendation to Council that the conceptual Development Plan meets the goals for the property and the enter into a 60-day negotiation period to create a Development and Sale Agreement with the developer, DH Roberts, for re-developing the property located at 121 Water Street. All in favor. Absent: Chris Grider. Motion carried.

Mayor Arno adjourned the meeting at 6:03 p.m.

Submitted by:

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Cynthia D. Means  
Clerk

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Gerald E. Arno  
Mayor

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

**JONESVILLE CITY COUNCIL  
Minutes of December 21, 2022**

A meeting of the Jonesville City Council was held on Wednesday, December 21, 2022 at the Jonesville City Hall, 265 E. Chicago Street, Jonesville, MI. Mayor Gerry Arno called the meeting to order at 6:30 p.m. Council members present were: Tim Bowman, Christopher Grider, Brenda Guyse, Delesha Padula and Andy Penrose.

Absent: George Humphries Jr.

Also present: Manager Gray, WWTP Supt. Boyle, Public Safety Director Etter, DPW Supt. Kyser, Attorney Thompson, Kathy Schmitt, Allison Hutchinson, Vivian Hutchinson, and Agnes Hutchinson.

Mayor Arno led the Pledge of Allegiance and the moment of silence.

A motion was made by Brenda Guyse and was supported by Andy Penrose to approve the agenda as presented. All in favor. Absent: George Humphries, Jr. Motion carried.

Agnes Hutchinson addressed Council regarding changing the Zoning Ordinance to allow chickens inside the City. Allison Hutchinson also spoke asking Council to change the Ordinance to allow hens, not roosters, inside the City.

Andy Penrose addressed Council regarding a family member's allergies and compromised immune system, stating that it would be necessary for them to move away from the area if chickens are allowed in town.

Mayor Arno thanked the family for their presentation and explained that this is not a good time to address this subject, and that Council currently will not be taking action on this item.

Kathy Schmitt, Hillsdale County Commissioner District 2, provided an update to City Council. Council thanked her for her service over the years.

A motion was made by Brenda Guyse and was supported by Delesha Padula to accept the City Facilities Recommending Committee's recommendation to authorize the City Manager to execute the Black Raven Architectural proposal for City Hall upper floors design services and EDP letter agreement for grant funds that will cover the \$22,000 cost. All in favor. Absent: George Humphries, Jr. Motion carried.

A motion was made by Delesha Padula and was supported by Chris Grider to approve Resolutions 2022-13, 14, 15 and 16, naming the 2023 Citizens and Youth Citizens of the Year. All in favor. Absent: George Humphries, Jr. Motion carried.

A motion was made by Brenda Guyse and was supported by Delesha Padula to approve an agreement to move the Citizen of the Year event to the Sauk Theater, and to authorize Manager Gray to execute the Rental Agreement. All in favor. Absent: George Humphries, Jr. Motion carried.

A motion was made by Brenda Guyse and was supported by Tim Bowman to approve the purchase of additional security cameras from DMCI for the Wright Street Park at a cost of \$1,183.40. All in favor. Absent: George Humphries, Jr. Motion carried.

A motion was made by Brenda Guyse and was supported by Chris Grider to approve a three-year agreement with the Hillsdale County Equalization Department for assessing and GIS mapping related services. All in favor. Absent: George Humphries, Jr. Motion carried.

A motion was made by Tim Bowman and was supported by Brenda Guyse to approve the 2023 Council Meeting Calendar, with the June meeting being changed to June 21<sup>st</sup>. All in favor. Absent: George Humphries, Jr. Motion carried.

A motion was made by Andy Penrose and was supported by Chris Grider to receive the DDA and LDFA annual reports and place them on file. All in favor. Absent: George Humphries, Jr. Motion carried.

A motion was made by Brenda Guyse and was supported by Delesha Padula to approve the minutes of November 16, 2022. All in favor. Absent: George Humphries, Jr. Motion carried.

A motion was made by Andy Penrose and was supported by Delesha Padula to approve the Accounts Payable for December 2022 in the amount of \$190,683.51. All in favor. Absent: George Humphries, Jr. Motion carried.

A motion was made by Delesha Padula and was supported by Andy Penrose to accept the minutes of the various Boards and Commissions and place them on file. All in favor. Absent: George Humphries, Jr. Motion carried.

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

Mayor Arno adjourned the meeting at 7:41 p.m.

Submitted by:

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Lenore M. Spahr  
Deputy Clerk

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Gerald E. Arno  
Mayor

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
AED BRANDS, LLC	JPD - AED PADS	470.00
BAKER, VICKI/B & B CLEANING,	CITY HALL/JPD CLEANING SERVICES	665.00
BIOTECH AGRONOMICS, INC.	WWTP - BIOSOLIDS TESTING	575.00
BRINER OIL CO., INC.	MVP - BULK TANK/ACCT #26	100.38
	JFD GASOLINE/ACCT 25	382.53
	JPD/MVP - GASOLINE/ACCT 26	287.02
	JPD/WWTP/MVP - GASOLINE	661.97
	MVP - BULK TANK	276.74
		1,708.64
BUTTERS EXCAVATING & LAWN CARCEMETERY MAINT/SEXTON SERVICES		2,525.00
CAPITAL ONE	WALMART - SUPPLIES/DECORATIONS/REPAIRS	616.13
COMET PRIDE AUTO SPECIALIST	MVP - BOOM TRUCK REPAIRS	754.12
CONSUMERS ENERGY	JFD - EMERGENCY SIREN ELECTRICITY	42.93
	IRON REMOVAL PLANT ELECTRICITY	1,222.76
	DDA BUILDING ELECTRICITY	418.34
	500 IND PKWY SPRINKLER METER ELECTRICITY	32.65
	598 IND PKWY SPRINKLER METER ELECTRICITY	29.69
	100 DEAL PKWY SPRINKLER METER ELECTRICITY	34.48
	WATER TOWER ELECTRICITY	83.22
	CITY HALL SECOND FLOOR ELECTRICITY	29.41
	CITY HALL ELECTRICITY	175.06
	JPD ELECTRICITY	189.51
	JFD TRUCK BAY ELECTRICITY	140.56
	JFD TRAINING ROOM ELECTRICITY	71.67
	DDA - METERED PARKING LOT LIGHT ELECTRICITY	38.99
	WRIGHT ST PARK ELECTRICITY	35.32
	RADIO TOWER ELECTRICITY	39.27
	WWTP ELECTRICITY	5,427.67
	DPW BUILDING ELECTRICITY	115.76
	CEMETERY ELECTRICITY	40.24
	FREEDOM MEMORIAL ELECTRICTY	47.24
	500 IND PKWY SPRINKLER METER ELECTRICITY	32.68
	598 IND PKWY SPRINKLER METER ELECTRICITY	29.29
	100 DEAL PKWY SPRINKLER METER ELECTRICITY	35.42
	WATER TOWER ELECTRICITY	103.12
	CITY HALL SECOND FLOOR ELECTRICITY	28.81
	CITY HALL ELECTRICITY	202.75
	JPD ELECTRICITY	182.58
	JFD TRUCK BAY ELECTRICITY	170.18
	JFD TRAINING ROOM ELECTRICITY	87.49
	DDA - UNMETERED PARKING LOT LIGHT ELECTRICITY	24.33
	DDA - METERED PARKING LOT LIGHT ELECTRICITY	40.58
	CITY-WIDE LED LIGHT ELECTRICITY	1,050.16
	DOWNTOWN/PARKING LOT LIGHT ELECTRICITY	491.63
	FAST PARK ELECTRICITY	601.30
	WRIGHT ST PARK ELECTRICITY	37.21
	RADIO TOWER ELECTRICITY	41.87
	WWTP ELECTRICITY	6,508.65
	DPW BUILDING ELECTRICITY	289.30
	FREEDOM MEMORIAL ELECTRICITY	50.31
	DOWNTOWN/STREETSCAPE LOT LIGHTS	448.26
	CITY-WIDE LED LIGHTS	1,049.50
	DDA - UNMETERED PARKING LOT LIGHT ELECTRICITY	24.30
		19,744.49
COUNTRYSIDE TROPHIES	REPLACEMENT NAME PLATES	36.00
CURRENT OFFICE SOLUTIONS	OFFICE/OPERATING SUPPLIES	89.97
	OFFICE SUPPLIES	81.37
	OFFICE SUPPLIES	6.00
	OFFICE SUPPLIES	17.19
	JPD - COPIER MAINTENANCE	13.10
		207.63
DETROIT SALT COMPANY	SALT	3,061.82
DMCI BROADBAND, LLC	WWTP - CAMERA EQUIP REPLACEMENT	240.00
EDP OF HILLSDALE COUNTY	LDFA - EDP SPONSORSHIP	15,000.00

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
FIRST NATIONAL BANK OMAHA	OFFICE/OPERATING SUPPLIES/REPAIRS	520.60
	ZOOM MEMBERSHIP	14.99
		535.59
FLEIS & VANDENBRINK ENG, INC.	WATER - DWSRF INTENT TO APPLY FORM	165.00
	WATER RELIABILITY STUDY	1,791.50
		1,956.50
GRIFFITHS MECH CONTRACTING,	IWWTP - REPAIR DIGESTER MUA UNIT	3,343.54
HILLSDALE COMMUNITY THEATRE	RENTAL AGREEMENT - CITIZENSHIP OF THE YEAR	475.00
HYDROCORP, INC	WATER - CROSS CONNECTION PROGRAM	535.50
IDEXX DISTRIBUTION CORP.	WATER - LAB SUPPLIES	3,344.81
JACKSON, CITY OF	JPD - TRAINING CONSORTIUM	125.00
JAX KAR WASH	JPD - CAR WASHES	16.00
JONESVILLE HARDWARE	CITY HALL/DPW/MVP REPAIRS	84.48
JONESVILLE, CITY OF	CITY HALL WATER/SEWER	50.65
	JPD WATER/SEWER	50.65
	JFD WATER/SEWER	75.04
	WRIGHT ST PARK WATER/SEWER	38.04
	WWTP WATER/SEWER	205.55
	DPW WATER/SEWER	50.65
		470.58
KEN STILLWELL FORD-MERCURY,	IJFD - OIL CHANGE/TRUCK 539	135.47
	JFD - OIL CHANGE/TRUCK 572	115.30
	JPD - OIL CHANGE/19 FORD	46.45
	JFD - OIL CHANGE/TRUCK 575	44.75
		341.97
KIMBALL MIDWEST	WATER - SUPPLIES	171.36
	MVP - OPERATING SUPPLIES	495.85
		667.21
LIVINGSTON MICROGRAPHICS, LLC	WWTP - UV LIGHT BULBS	808.91
LOVINGER & THOMPSON, P.C.	LEGAL FEES	277.50
MCGOWAN ELECTRIC SUPPLY, INC.	DDA - LIGHT BULBS	142.68
MERIT LABORATORIES	WWTP - TESTING	352.00
	WWTP - TESTING	352.00
	WWTP - TESTING	22.00
		726.00
MICHIGAN GAS UTILITIES	CITY HALL GAS/HEAT SERVICE	203.75
	JPD GAS/HEAT SERVICE	174.09
	JFD GAS/HEAT SERVICE	530.19
	GAS LIGHT SERVICE	70.83
	WWTP GAS/HEAT SERVICE	3,425.87
	IRON REMOVAL PLANT GAS/HEAT SERVICE	267.94
	DPW BUILDING GAS/HEAT SERVICE	290.92
		4,963.59
MICHIGAN MUNICIPAL EXECUTIVES	GRAY - MEMBERSHIP RENEWAL	425.00
MICHIGAN WATER ENVIRONMENT	ASHUGHES - MEMBERSHIP RENEWAL	95.00
MUNICIPAL SUPPLY CO.	WATER - FIRE HYDRANT REPAIR KITS	765.02
MY-LOR, INC	JFD - HELMET ID TAGS	150.90
NORTH EAST FABRICATION CO,	INMVP - LEAF VAC REPAIRS	663.38
PERFORMANCE AUTOMOTIVE	SUPPLIES/REPAIRS	334.75
POSTMASTER	POSTAGE - WATER/SEWER BILLS	307.64
POWERS CLOTHING, INC.	WWTP - TESTS TO MERIT LABS	37.24
SCA OF MI, LLC	STREET SWEEPING	3,988.45
STATE OF MICHIGAN	WATER - LAB RECERTIFICATION FEE	4,198.20
SUPERFLEET MASTERCARD PROGRAM	JPD - GASOLINE	40.03
TOTAL ENERGY SYSTEMS, LLC	WWTP GENERATOR MAINTENANCE	556.00
	IRON REMOVAL PLANT GENERATOR MAINTENANCE	1,036.39
		1,592.39
TRACTOR SUPPLY CREDIT PLAN	MVP - SUPPLIES/REPAIRS	72.15
UNIFIRST CORPORATION	WWTP - UNIFORM RENTAL	44.20
	MVP - SHOP TOWELS	31.72
	WWTP - UNIFORM RENTAL	44.20
	WWTP - UNIFORM RENTAL	44.20
	CITY HALL/JPD FLOOR MATS	58.00

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
	MVP - SHOP TOWELS	31.72
	WWTP - UNIFORM RENTAL	44.20
	WWTP - UNIFORM RENTAL	43.45
		341.69
UNIQUE PAVING MATERIALS CORP	COLD PATCH	246.44
USALCO LLC	WWTP - SUPPLIES	5,346.39
UTILITY SERVICE CO, INC	WATER TOWER MAINT CONTRACT	8,248.61
VERIZON WIRELESS	DPW CELL PHONE	25.00
	JPD/DPW-CELL PHONES/RADIO TOWER/JPD-MODEMS	279.75
		304.75
	Total:	91,576.72



# Region 2 PLANNING COMMISSION

Serving Hillsdale, Jackson & Lenawee Counties

## MEETING MINUTES

Region 2 Planning Commission - Full Commission  
Jackson County Tower Building  
120 W. Michigan Ave. – 2<sup>nd</sup> Floor  
Jackson, MI 49201

Thursday, September 8, 2022

I. **Call to Order** – Chair Jancek called the meeting to order at 2:06 PM. A quorum was present.

Attendance:

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

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

Staff Present: Stephen Bezold, Jacob Hurt, Anton Schauerte

Others Present: Alex Masten (Enterprise Group)

- II. **Approval of the September 8, 2022 Agenda** – The motion was made by Comm. Bair, supported by Comm. Snell, to approve the September 8, 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 July 14, 2022** – The motion was made by Comm. Drake, supported by Comm. Smith, to approve the Full Commission meeting minutes of July 14, 2022 as submitted. The motion carried unanimously.
- V. **Approval of the Action Taken at the August 11, 2022 Executive Committee Meeting** – The motion was made by Comm. Snell, supported by Comm. Bair, to approve the action taken at the August 11, 2022 Executive Committee meeting. The motion carried unanimously.
- VI. **Receipt of Treasurer’s Report of August 31, 2022** – A motion was made by Comm. Ellwell, and supported by Comm. Donaldson, to receive the August 31, 2022 Treasurer’s Report as presented. The motion carried unanimously.
- VII. **Approval of September 8, 2022 Submitted Bills** – A motion was made by Comm. Tillotson, supported by Comm. Bair, to approve payment of the September 8, 2022 submitted bills. The motion carried unanimously.
- VIII. **Staff Progress Report for August 2022** – The August 2022 staff progress report was included in the agenda packet. Mr. Hurt presented highlights from the staff progress report for the month of August.
- IX. **Approval of Travel Request to Attend MAR Conference in Traverse City, MI, October 3-4, 2022** – Mr. Hurt outlined that he planned to attend the Michigan Association of Regions (MAR) conference in early October.

A motion was made by Comm. Tillotson, supported by Comm. Bair, to approve travel request, as presented. The motion carried unanimously.

- X. **Approval of the FY 2023 R2PC Planning Work Program** – Mr. Hurt outlined that an updated version of the document was distributed prior to the meeting that included the following changes:

- p.27 - Update (Total Personnel Costs - Indirect Costs) from \$156,529 to \$156,528

- p.27 – Update (Contractual/Consulting - Indirect Costs) from \$50,022 to \$55,022.

- p.27 – Update (Total – Indirect Costs) from \$309,251 to \$309,250

- p.27 – Update (Indirect Costs) from \$309,251 to \$309,250

A motion was made by Comm. Tillotson, supported by Comm. Drake to approve the FY 2023 R2PC Planning Work Program. The motion carried unanimously.

- XI. **Approval of the FY 2023 Regional Transportation Planning Work Program** – Mr. Hurt explained that the FY 2023 Regional Transportation PWP included programs such as the Rural Task Force and Small Urban program and that the document is updated annually.

A motion was made by Comm. Drake, supported by Comm. Elwell, to approve the FY 2023 Regional Transportation Planning Work Program. The motion carried unanimously.

**XII. Other Business** – Mr. Hurt explained that included in the packet was a Notice of Intent to Amend Master Plan for Rives Township. Additionally, Mr. Hurt indicated that he would be attending the Transportation Asset Management Council (TAMC) conference in Traverse City, MI on September 28<sup>th</sup>, 2022.

**XIII. Public Comment / Commissioners' Comments** – No comments were made.

**XIV. Adjournment** – There being no further business, Chair Jancek adjourned the meeting at 2:31 p.m.

Alan Beeker  
Secretary

# Region 2 PLANNING COMMISSION

Serving Hillsdale, Jackson & Lenawee Counties

## MINUTES

Region 2 Planning Commission – Executive Committee  
Lenawee District Library  
4459 W. U.S. 223  
Adrian, MI 49221

**Thursday, October 13, 2022**

1. **Call to Order** – Chair Jancek called the meeting to order at 2:00. p.m. A quorum was present.

Executive Committee Members:

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

**Key: ✓ = present**

Other Commissioners Present: Charles Everidge, Blackman Charter Township

Others Present: Bret Taylor, JCDOT; Daniela Khavajian, MDOT

Staff Present: Jacob Hurt, Jill Liogghio

2. **Approval of the Agenda** – A motion was made by Comm. Tillotson, supported by Comm. Bair, to approve the October 13, 2022 Executive Committee agenda as presented. The motion carried unanimously.
3. **Public Comment** – Chair Jancek announced the first opportunity for public comment. No public comments were received.
4. **Approval of Minutes of the August 11, 2022 Executive Committee Meeting** – A motion was made by Comm. Bair, supported by Comm. Drake, to approve the August 11, 2022 Executive Committee meeting minutes as submitted. The motion carried unanimously.
5. **Receipt of the Treasurer's Report of September 30, 2022** – A motion was made by Comm. Bair, supported by Comm. Swartzlander, to approve receipt of the Treasurer's Report for September 30, 2022. The motion carried unanimously.

6. **Approval of the October 13, 2022 Submitted Bills** – A motion was made by Comm. Tillotson, supported by Comm. Bair, to approve payment of the October 13, 2022, submitted bills as presented. The motion carried unanimously.
7. **Staff Progress Report for September, 2022** – Mr. Hurt presented highlights from the staff progress report for the month of September, 2022.

8. **Approval of National Functional Classification (NFC) Reclassification of Monroe Street/Monroe Pike and Blackman Road** –

The motion was made by Comm. Bair, supported by Comm. Drake, to approve the National Functional Classification Reclassification of Monroe Street/Monroe Pike and Blackman Road. The motion carried unanimously.

9. **Approval of Socio-Economic Forecasts for the 2050 Long-Range Transportation Plan Transportation Demand Model** –

The motion was made by Comm. Drake, supported by Comm. Swartzlander, to approve the Socio-Economic Forecasts for the 2050 Long-Range Transportation Plan Transportation Demand Model. The motion carried unanimously.

10. **Approval of Selection of Auditor for FY 2022-2026** – Motion was made by Comm. Tillotson, supported by Comm. Everidge to approve the selection of Smith and Klaczkiewicz, P.C., to complete the Region 2 Planning Commission's Audit for FY 2022-2026. The motion carried unanimously.

11. **Other Business** – Discussed purchasing new copy machine from Ricoh.

12. **Public Comment / Commissioners Comments** – No public comments were received.

13. **Adjournment** – There being no further business, the meeting was adjourned by Chair Jancek at 2:30 p.m.

*Alan Beeker*  
*Secretary*

# Region 2 PLANNING COMMISSION

Serving Hillsdale, Jackson & Lenawee Counties

## MINUTES

Region 2 Planning Commission – Executive Committee  
Jackson County Tower Bldg.  
120 W. Michigan Ave.  
Jackson, MI 49201

**Thursday, December 8, 2022**

1. **Call to Order** – Chair Jancek called the meeting to order at 2:00. p.m. A quorum was present.

Executive Committee Members:

✓ Bair	Greene	Witt
✓ Beeker	✓ Jancek	✓ Wittenbach
Duckham	✓ Overton	
✓ Elwell	Shotwell	
Gaede	✓ Sigers	
✓ Goetz	✓ Swartzlander	
✓ Gould	✓ Tillotson	

**Key: ✓ = present**

Other Commissioners Present: Allan Andrews, Reading Township; Joanne Havican, Village of Parma; Jason Smith, City of Litchfield; Judy Southworth, Jackson County

Others Present: Tina Beagle, Public; Charlie Briner, JDCOT; Bret Taylor, JCDOT; Mike Davis, MDOT

Staff Present: Stephen Bezold, Jacob Hurt, Jill Liogghio

2. **Approval of the Agenda** – A motion was made by Comm. Tillotson, supported by Comm. Bair, to approve the October 13, 2022 Executive Committee agenda as presented. The motion carried unanimously.
3. **Public Comment** – Chair Jancek announced the first opportunity for public comment. No public comments were received.
4. **Approval of Minutes of the October 13, 2022 Executive Committee Meeting** – A motion was made by Comm. Bair, supported by Comm. Elwell, to approve the October 13, 2022 Executive Committee meeting minutes as submitted. The motion carried unanimously.
5. **Receipt of the Treasurer's Report of November 30, 2022** – A motion was made by Comm. Bair, supported by Comm. Elwell, to approve receipt of the Treasurer's Report for November 30, 2022. The motion carried unanimously.

6. **Approval of the December 8, 2022 Submitted Bills** – A motion was made by Comm. Tillotson, supported by Comm. Bair, to approve payment of the December 8, 2022, submitted bills as presented. The motion carried unanimously.
7. **Staff Progress Report for October and November, 2022** – Mr. Hurt presented highlights from the staff progress report for the months of October and November, 2022.
8. **Approval of Amendments to the JACTS FY 2020-2023 and FY 2023-2026 Transportation Improvement Program (TIP)** – The following amendments to the JACTS FY 2020-2023 and FY 2023-2026 Transportation Improvement Program (TIP) were submitted by the Jackson County Department of Transportation and Michigan Department of Transportation:

<b>FY</b>	<b>Job #</b>	<b>Name</b>	<b>Limits</b>	<b>Description</b>	<b>Funding</b>	<b>Action</b>
2022 JCDOT	214064	Horton Road RSA	Horton Road from Ferguson Road to Weatherwax Drive	Road Safety Audit	\$16,000 HSIP \$4,000 Local  \$20,000 Total	Move to FY 2023
2022 JCDOT	214065	Moscow Road Intersections RSA	Four Intersections on Moscow Road	Road Safety Audit	\$16,000 HSIP \$4,000 Local  \$20,000 Total	Move to FY 2023
2022 JCDOT	211703	Springbrook and Horton Safety Project	Intersection	Construct Compact Roundabout	\$265,918 HSIP \$29,547 Local  \$295,465 Total	Move to FY 2023
2022 JCDOT	209883	South Jackson Road Bridge Replacement	South Jackson Road Bridge	Bridge Replacement	\$1,189,191 STL \$222,973 State \$74,324 Local  \$1,486,489 Total	Change Project Cost and Move to FY 2023
2022 JCDOT	211779	Horizontal Curve Signing – PE Phase	Various	Horizontal Curve Measurement and Sign Locations	\$114,345 HSIP PE \$12,705 Local PE  \$127,050 Total PE	Move to FY 2023
2022 JCDOT	210635	Mike Levine Lake-lands Trail	Parnall Road from Cooper to Lansing Ave., Lansing Ave., from Monroe Street to Parnall Road	Construct Non-Motorized Trail	\$1,884,711 Federal \$1,400,000 Local  \$3,284,711 Total	Move to FY 2024

2023 MDOT	209072	M-106	M-106 and M-52	Non-Free-way Sign Upgrade	\$518,650 Federal	Phase Add
2024 MDOT	217024	Hanover Road	Hanover Road over South Branch Kalamazoo River	Bridge Bundling; Bridge Replacement	\$1,659,566 Federal	Phase Add

The motion was made by Comm. Elwell, supported by Comm. Swartzlander, to approve the TIP amendments presented by Jackson County Department of Transportation and Michigan Department of Transportation. The motion carried unanimously.

9. **Election of 2023 Nominating Committee** – The motion was made by Comm. Bair, supported by Comm. Elwell, to keep the current slate of Nominating Committee members. Those members are Alan Beeker, Jason Smith, Pete Jancek, Mike Overton, and Ralph Tillotson. The motion carried unanimously.
10. **Approval of 2023 R2PC Meeting Schedule** – Motion was made by Comm. Tillotson, supported by Comm. Elwell, to approve the 2023 R2PC meeting schedule. The motion carried unanimously.
11. **Other Business** – Jacob Hurt mentioned the Notice of Intent to Amend Master Plan received from Rives Township. Jacob also announced the departure of Stephen Bezold.
12. **Public Comment / Commissioners Comments** – Tina Beagle was in attendance and mentioned she would like to become involved with the non-motorized trail and to bring awareness to distracted driving as her son was struck and killed by a distracted driver.
13. **Adjournment** – There being no further business, the meeting was adjourned by Chair Jancek at 2:27 p.m.

*Alan Beeker*  
Secretary



Economic Development Partnership of Hillsdale County  
Minutes of Regular Meeting  
November 10, 2022

**Board Members Present:** Rick Schaerer, Don Germann, John Condon, Kelly LoPresto, Jeff Gray, Vicki Morris, Jason Smith, David Mackie, Jeremiah Hodshire. Kym Blythe, Greg Moore, Doug Ingles

**Board Members Absent:** Tracy McCullough, Troy Reehl, Kelly Hodshire, Tony Samon; Tom Robinson; Ned Bever, Katrina Mosher, Ron Griffith

**Staff:** Susan Smith, Annette Sands

**Call to Order:** 8:02 a.m.- Rick Schaerer

- Motion by Vicki Morris to approve agenda  
Support by Jeff Gray, unanimously approved
- Motion by Jeff Gray to approve September, 2022 Minutes  
Support by David Mackie, unanimously approved
- Motion by David Mackie to approve Treasurer's Report  
Support by John Condon, unanimously approved
- Motion by John Condon to approve the Director's Report  
Support by Greg Moore, Unanimously approved

**Treasurer's Report:** Consisted of an overview of the EDP's current fiscal year, 2022-2023. Currently, total Net Assets are \$214,147. Financials look a bit dismal at the moment with net income being **-69,845**, but will be in good shape once the EDA, Capital campaign, MWSE Contract revenues are received. Overview of the EDA Consultant Grant, this being reimbursement grant that EDP fronts consultants fees and is reimbursed by EDA funds. There is currently over \$51,000 outstanding for EDA reimbursement. Which would have the EDP closer to the positive for the year. Invoices for Capital Campaign are in the mail, thank you all for your support. MWSE has just approved new contract with EDP and GARR Partners. The approved amount for the EDP is \$44,345, for 2022-2023 fiscal year. We held the Trends Leadership Professional Development Day, which was an excellent event. Many requests to host again, wish they had brought entire team, much more.

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

- GAAR Partnership and benefits
- MEDC funding opportunity with GAAR partnership
- MWSE contract update
- Retention calls with MWSE and referrals to and from Michigan works
- Update on EDA Consulting Grant
- USDA Revolving Loan update. Used all original and utilizing interest to relend
- Capital Campaign has been mailed along with investment brochure
- New Director of Litchfield Regional Training Center. Matt Norris, brings a wide variety of skills. This will enable the LRTC to bridge gap with the schools for training and offerings

- Community Interaction-Trends Luncheon, Fraud Awareness, Business after Hours with Key Opportunities
- Community involvement-Boards and Committees
- New business will be locating in Litchfield. Thank you, Jeff Gray, for partnership to ensure that if business does not relocate to Jonesville that we are able to assist elsewhere in county.

**Round Table Discussion:**

- John- American Copper and Brass building in Industrial Park is now for sale. They made major improvements to the building and have now decided not to move the Hillsdale building.
- Don- Things are well at the bank. Retail is doing well and commercial is holding steady.
- Jeff- City offices are moved back to City Hall. Working through the insurance settlement and trying to improve utilization. Currently the Masons have a lifetime lease on the 3<sup>rd</sup> floor, and the 2<sup>nd</sup> floor is being utilized for storage. Historic Architect will be evaluating building and provide renderings of possibilities such as: public use, consolidation of police department back to city hall, private use.
- David- Road Infrastructure project near Hillsdale Hospital is completed for the year. Thank you JJ & Hospital for the great partnership and extreme value to our community. Hillsdale Hospital is a Great Asset to Entire County. Ribbon cutting at new Hillsdale Terminal Building. Congratulations to the Condon Family! They have recently purchased the previous Cardinal Building. Their first building was only 8,000 sq foot – Now 80,000 sq foot. Thank you for investment in Hillsdale and County. Election results – Mayor Stockford won reelection, and new councilman Josh Paladino. City is currently working closely with Meijer. They are looking to break ground in spring. They have been great partners to work with. Lots of growth at Hillsdale College- they will be expanding shooting center to include cabins. Also new Baseball Stadium, track and dorm.
- John- HT has sold 250 Industrial Drive. Now down to three buildings. There will be a future move from the Moore Road building to new facility in six months or so. Infrastructure improvements need made prior to move. They are working with the city on fire code and safety. David commented that it is amazing to see multiple generations in the family business.
- Greg- Consumers Energy largest issue is Supply chain. They are in need of underground wire, transformers, and poles. They are unable to find suppliers so they are now their own transformer refurbishment program. Had to establish to continue meeting customer needs.
- Vicki- Mortgages are slowing down considerably, as the rates are increasing. Slowest seen in 32 years in the business. 7 3/8-7 1/2 % interest at this time with two more hikes projected by the end of the year.
- JJ- Hillsdale Hospital Annual Report has just been released. EDP will share with the Board.
- Doug- moving forward with court house renovations, scaffolding is up. Thank you John for investment! Budget will be completed by mid- December, will know of EDP investment then/

Adjournment: 8:47 a.m.- Rick Schaerer

Respectfully submitted,  
Annette Sands

**CITY OF JONESVILLE  
PLANNING COMMISSION  
Minutes of December 14, 2022**

A City of Jonesville Planning Commission meeting was held on Wednesday, December 14, 2022 at the Jonesville City Hall, 265 E Chicago Street, Jonesville, MI. Chair Christine Bowman called the meeting to order at 7:00 p.m.

Present: Jim Ackerson, Christine Bowman, Brenda Guyse, Charles Crouch, Olivia Stemen, and Marty Ethridge.

Absent: Annette Sands and one vacancy.

Also Present: Jeff Gray, Tim Bowman, Mike Kyser, Howard Houchen, Gerry Arno, Matt Taylor, Georgia Mason, Mike Miller and Julie Boyce.

Marty Ethridge led the Pledge of Allegiance and the moment of silence.

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

Charles Crouch made a motion and was supported by Jim Ackerson to approve the minutes from November 9, 2022. All in favor. Absent: Annette Sands and one vacancy. Motion carried.

Discussion was held regarding the Recreation Master Plan. Stephen Bezold of R2PC resigned and a revised schedule will be implemented once a new planner has been assigned to Jonesville.

A motion was made by Mary Ethridge and supported by Brenda Guyse to schedule a Public Hearing for Wednesday, January 11, 2023 at 7:00 P.M. for the purpose of a request from Key Opportunities to Re-Zone the property located at 439 Beck Street for a Planned Unit Development (PUD). The purpose of the rezoning is for the development of an affordable permanent supportive housing development primarily for people with disabilities, veterans and senior citizens. All in favor. Absent: Annette Sands and one vacancy. Motion carried.

Brenda Guyse made a motion and was supported by Jim Ackerson to approve the 2023 Meeting Calendar with one noted correction. All in favor. Absent: Annette Sands and one vacancy. Motion carried.

Manager Gray provided updates.

The next meeting is scheduled for January 11, 2023 at 7:00 p.m.

The meeting was adjourned at 8:17 p.m.

Submitted by,

Cynthia D. Means  
Clerk

# **JONESVILLE POLICE DEPARTMENT**

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



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

## **2022 YEAR END REPORT FOR JONESVILLE POLICE AND FIRE DEPARTMENT**

### **Hillsdale County Central Dispatch**

#### **911 Central Dispatch Calls for Service**

In 2022 there were 1936 calls for service.

In 2021 there were 1957 calls for service.

In 2020 there were 2172 calls for service.

### **Hillsdale County Prosecutors Office**

Warrants Received: 107, 45 Felony warrant and 62 Misdemeanor warrants

Warrants Denied: 7

### **EJustice Reporting**

Written police reports in 2022- 676, down from 720 in 2021 and 780 in 2020.

Motor vehicle theft reports were up from (2) in 2021 to (5) in 2022

Narcotic violations were up from (3) in 2021 to (10) in 2022

Retail fraud complaints were up from (18) in 2021 to (53) in 2022

## **IyeTek Accident Reporting**

### **Total Roadway Accidents:**

63 roadway accidents were reported in 2022. 2 were hit and run.

68 roadway accidents were reported in 2021. 2 were hit and run.

58 roadway accidents were reported in 2020. 3 were hit and run.

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Top 4 Crash Locations- Reported crashes at each intersection:

1. Chicago and Maumee/Evans: 6 crashes
2. Olds and Chicago: 5 crashes
3. Chicago/West/Water- 5 crashes
4. Chicago and Concord – 5

326 Traffic violations were issued in 2022

720 Traffic violations were issued in 2021

556 Traffic violations were issued in 2020. Residential speeding most common.

**Accidents/Non-Traffic:** 50 were reported in 2022. 52 were reported in 2021. 47 reported in 2020. Most reported location for non-traffic accidents was 701 Olds.

## **Fire Department Calls for Service**

167 calls for service and 30 training sessions for 2022

City of Jonesville 62

Fayette Twp. 36

Scipio Twp. 13

Mutual Aid Assist 56

## Highest call volume

City of Jonesville: Personal injury accidents 12

Wires down 11

Fayette Twp: Personal injury accidents 12

Grass / Brush fires 7

Scipio Twp: Wires down 5

Personal injury accidents 2

Mutual Aids Medical assist 32

Structure fires 13

# JONESVILLE POLICE DEPARTMENT

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



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

## ACTIVITY SUMMARY FOR DECEMBER 2022

Total reports written: 58

Accident, Hit & Run: 0  
Accident, Public Roadway:10  
Accident, Private Property:4  
Alcohol Violations: 0  
Assault(s): 0  
Burglary: 2  
Burglary Alarm: 0  
Carrying concealed weapon: 0  
CSC: 0  
Damage to Property: 3  
Domestic Violence: 2  
Fraud:0  
Felonious Assault: 0  
Flee and Elude: 0  
General Assist: 5  
Larceny: 5  
Medical Emergency: 5  
Mental Petition: 1  
Natural Death: 0  
Narcotic violation: 1  
Noise Complaint: 0  
Nuisance Animals: 1  
Other Arrests: (warrants, traffic-DWLS/Revoked, etc.): 7  
OUIL/OUID: 1  
Overdose: 0  
Retail Fraud: 6  
Resisting & Obstructing: 0  
Suspicious situation: 2  
Suicide: 0  
Traffic/Moving Violations: 16  
UDAA/recovery: 0  
Weapons offense: 0



**JONESVILLE FIRE DEPARTMENT  
December 2022 SUMMARY**

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

**Total Calls for 2022 = 197**  
**Total Calls for December 2022 13**

<b>Members</b>	<b>Date</b>	<b>Type of call</b>	<b>Location</b>	<b>City</b>	<b>Fayette</b>	<b>Scipio</b>	<b>Mutual</b>	<b>Training</b>
5	12/2/2022	Assist Medical	1127 N Lake Pleasant Rd				X	
10	12/7/2022	Equipment Check	Station					X
6	12/8/2022	Fire Disregard	476 E Chicago Street	X				
9	12/9/2022	Structure Fire	3990 Mechanic Rd				X	
3	12/9/2022	Fire Alarm	212 Maumee Street	X				
6	12/12/2022	PDC Accident	Olds/Industrial Dr	X				
8	12/14/2022	Odor Investigation	475 E Chicago	X				
10	12/14/2022	Training	Station	X				
8	12/17/2022	PI Accident/ Entrapment	Concord/Sterling				X	
8	12/20/2022	Wires Down	3711 W Hastings Lk Rd				X	
10	12/24/2022	Structure Fire	1921 E Mosherville Rd				X	
5	12/26/2022	Fire Alarm	260 Gaige St	X			X	

**Monthly Calls**

**Year Total Type of Call**

<b>City</b>	<b>Fayette</b>	<b>Scipio</b>	<b>Mutual</b>	<b>Training</b>
62	36	13	56	30

	<b>City</b>	<b>Fayette</b>	<b>Scipio</b>	<b>Mutual</b>	<b>Training</b>
<b>January</b>	2	1	1	5	3
<b>February</b>	4	2		4	3
<b>March</b>	5	3		5	2
<b>April</b>	3	5	1	5	3
<b>May</b>	7	4	1	6	2
<b>June</b>	6	3	1	4	4
<b>July</b>	11	4	1	6	2
<b>August</b>	7	3	3	6	2
<b>September</b>	1	4	1	3	1
<b>October</b>	9	3	2	5	4
<b>November</b>	1	4		3	3
<b>December</b>	6		2	4	1



# **MONTHLY OPERATING REPORT**

## **December 2022**

**SUBMITTED:**

**WATER FLOW**

MAXIMUM	218,000
MINIMUM	113,000
AVERAGE	156,000
TOTAL	4.686 MG

**WASTEWATER FLOW**

MAXIMUM	276,500
MINIMUM	230,400
AVERAGE	257,800
TOTAL	7.9926 MG

**CALLOUTS: One--(Iron Removal Plant Communication Failure)**

**OPERATION & MAINTENANCE**

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

The Wastewater Plant Laboratory processed 111 Bacteria tests, 23 Nitrate tests and 10 Nitrite tests in December. The annual totals through December 2022 are as follows:

- Total Coliform Bacteria-----1254
- Nitrates-----304
- Nitrites-----164

The lab is currently analyzing lagoon samples for seasonal discharges for the communities of Camden, Lk. Diane, Merry Lk., and North Adams. Invoices for lagoon laboratory analysis were prepared and submitted to City Hall. The gross total for the fall discharge was \$6,500.00. The gross total for the year 2022 was \$13,955.00.

The Michigan Department of Environment, Great Lakes, & Energy has required the City of Jonesville to test for 28 PFAS compounds in our plant effluent. Plant Staff was allowed to submit an alternate plan for monitoring the PFAS source or sources. The plan requested an extension until July 2023 to coincide with the City's budget year. The alternative plan was accepted by the Michigan Department of Environment, Great Lakes, & Energy. In the meantime, Plant Staff will continue to monitor PFAS compounds in the plant effluent on a monthly basis as required. Staff will also begin monitoring area industries for other contaminants.

### **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—3.3 mg/l*

*Average Percent Removal from the Raw Wastewater—98.0 %*

*Daily Maximum—5 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—6.8 mg/l*

*Average Percent Removal from the Raw Wastewater—96.0%*

### **Total Phosphorus**

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

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

*Jonesville Monthly Average—0.50 mg/l*

*Average Percent Removal from the Raw Wastewater—90.0%*

### **Ammonia Nitrogen**

**Monthly Average Limit is Report Only**

**Daily Maximum Limit is 7.0 mg/l**

Ammonia Nitrogen is the result of bacterial decomposition of organic nitrogen. Examples Of organic nitrogen include animal and plant protein, amino acids and urea from urine. Ammonia nitrogen is a very unstable form of nitrogen. In wastewater plants ammonia nitrogen is oxidized to form nitrite nitrogen. Further oxidation of nitrite nitrogen will form the stable compound called nitrate nitrogen. This process is called nitrification and occurs in the trickling filter towers. If nitrification does not occur in the treatment plant, it will occur in the receiving stream once again depriving oxygen from the aquatic population. Because of the sensitive nature of the microorganisms involved in the nitrification process, the ammonia nitrogen limits are about the hardest to hit.

*Jonesville Monthly Average—1.327 mg/l*

*Average Percent Removal from the Raw Wastewater—90.9%*

*Jonesville Daily Maximum—1.99 mg/l*

Brian Boyle

# Jonesville Dept of Public Works

## December 2022

### Monthly Report

	Maintenance	Salt	Chloride	Top Dirt	COLD MIX
<b>STATE HIGHWAYS</b>	7 1/2 HRS DT 1/2 HR OT	11 Tons	1 Bag	0 Yd	.795 Ton
<b>MAJOR STREETS</b>	7 1/2 HRS DT 1 HR OT	14.99 Tons	1 Bag	0 Yd	0 Ton
<b>LOCAL STREETS</b>	1 HR DT 11 HRS OT	16 Tons	1 Bag	2 Yds	0 Ton
<b>PARKING LOTS</b>	0 HR DT 1 HR OT	2 Tons	0 Bag		0 Ton
<b>POLICE STATION</b>	1/4 HR OT	1/4 Ton	0 Bag		
<b>FIRE DEPARTMENT</b>	1/4 HR OT	1/4 Ton	0 Bag		
<b>DDA SIDEWALKS</b>	1 HR OT				
<b>SEWER</b>	1 HR DT				0 Ton
<b>WATER</b>	3 HR DT 0 HR OT			0 Yd	0 Ton
<b>State Police</b>	1/2 HR OT	1/2 Ton	0 Bag		

**There was 10 call outs.**

The 8 call outs on State, Major and Local and overtime was for scraping and salting.

The call outs on Water and Sewer were to shut a residents service off and a fire hydrant that was hit on W. US State Highway was cold patched.

We finished up picking up leaves with the leaf-vac.

The truck and leaf-vac were cleaned up and put away.

Storm drains were cleaned on State, Major and local Streets.

The generator at the police station was serviced.

We replaced a steel suction hose on the vac truck.

The fire hydrant that was hit on W. US-12 was repaired.

We hauled snow off Major and local streets and the parking lots.

Wickham Tree Service was in and cut 5 tree's at the Cemetery and 2 on Local Streets.

Mike Kyser

# ZONING REPORT


## 2022

<u>NAME</u>	<u>ADDRESS</u>		<u>USE</u>	<u>DATE</u>
Jonesville Mission	501 Olds Street	Approved	Sign/Freestanding	1/19/2022
Belleza Salon	237 E Chicago Street	Approved	Sign/Wall	3/18/2022
Larry Scholl	487 Salem Drive	Approved	Driveway/Extension	4/8/2022
Allison Hutchinson	315 East Street	Approved	Fence/Privacy 6'	4/14/2022
Steve Stoll	590 Olds Street	Approved	Addition to Existing Building	4/19/2022
Ken Mann	139 Walnut Street	Approved	Driveway/Extension	4/25/2022
Brad Nichpor	409 Drake Street	Approved	Fence/Split Rail 4'	4/26/2022
Alan Russell	313 Maumee Street	Approved	Storage Building	5/16/2022
Sam Maddox	422 E Chicago Street	Approved	Fence/Privacy 6'	5/16/2022
Gail Schultz	520 Fayette Street	Approved	Fence/Privacy 6'	5/25/2022
Aubrey Molinaro	408 DeWitt Street	Approved	Fence/Privacy 6'	6/13/2022
Brad Nichpor	409 Drake Street	Approved	Deck/Front and Back	6/27/2022
Renee Akers	309 Grant Street	Approved	Deck/Pool	6/27/2022
Freebies Fireworks	122 W Chicago Street	Approved	Fireworks Sales	6/28/2022
Les Hutchinson	479 Greenbriar Place	Approved	Solar Panels on Roof	7/5/2022
Megan Thompson	730 Wright Street	Approved	Fence/Chain Link 4'	7/7/2022
Jim Sarles	308 Village Lane	Approved	Fence/Privacy 6'	7/8/2022
Dennis Haarer	137 Jermaine Street	Approved	Fence/Privacy 6'	7/8/2022
Patrick Pluck	303 Evans Street	Approved	Storage Building Porch w/out Roof	7/21/2022
Dean Adair II	308 West Street	Approved	Residential Garage	7/19/2022
Craig Figueroa	333 Grant Street	Approved	Fence/Privacy 6' Pergola	7/19/2022
Jim Ackerson	135 Pinecrest Drive	Approved	Porch/Covered (Front)	8/30/2022





**MEMORANDUM**

TO: Full Time Employees  
FROM: Jeffrey M. Gray, City Manager   
DATE: December 28, 2022  
SUBJECT: 2023 Holiday Schedule

Per the Employee Handbook, the following are the observed dates for City recognized holidays in 2023.

New Year's Day	Monday, January 2 <sup>nd</sup>
Presidents' Day	Monday, February 20 <sup>th</sup>
Good Friday	Friday, April 7 <sup>th</sup>
Memorial Day	Monday, May 29 <sup>th</sup>
Independence Day	Tuesday, July 4 <sup>th</sup>
Labor Day	Monday, September 4 <sup>th</sup>
Veterans Day	Friday, November 10 <sup>th</sup>
Thanksgiving Day	Thursday, November 23 <sup>rd</sup>
Day after Thanksgiving	Friday, November 24 <sup>th</sup>
Christmas Eve	Friday, December 22 <sup>nd</sup>
Christmas Day	Monday, December 25 <sup>th</sup>
New Year's Eve	Friday, December 29 <sup>th</sup>
New Year's Day	Monday, January 1, 2024

Please don't hesitate to reach out to Olivia or me with any questions, comments, or concerns.

# PUBLIC NOTICE

In compliance with the Open Meetings Act and the City of Jonesville Charter, following are the dates for the regular meetings for Boards and Commissions of the City of Jonesville for 2023. The City of Jonesville will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon 20 days notice to the City of Jonesville. Individuals with disabilities requiring auxiliary aids or services should contact the City of Jonesville by writing, calling or e-mailing the following:

**City of Jonesville, 265 E Chicago Street, Jonesville, MI 49250**  
**(517) 849-2104**  
**Cindy Means, Clerk**  
**clerk@jonesville.org**  
**Website: www.jonesville.org**

**The meeting location will be shown on each meeting agenda.**

CITY COUNCIL	
Meetings are held at 6:30 p.m., the third Wednesday of each month.	
Wednesday	January 18
Wednesday	February 15
Wednesday	March 15
Wednesday	April 19
Wednesday	May 17
Wednesday	June 21
Wednesday	July 19
Wednesday	August 16
Wednesday	September 20
Wednesday	October 18
Wednesday	November 15
Wednesday	December 20

DDA	
Meetings are held at 8:30 a.m., the second Tuesday every other month.	
Tuesday	January 10
Tuesday	March 14
Tuesday	May 9
Tuesday	July 11
Tuesday	September 12
Tuesday*	November 7
<i>Note: Meeting is held on first Tuesday</i>	

LDFA	
Meetings are held at 8:30 a.m., the third Wednesday every other month.	
Wednesday	February 15
Wednesday	April 19
Wednesday	June 21
Wednesday	August 16
Wednesday	October 18
Wednesday	December 20

CEMETERY COMMITTEE	
Meetings are held at 9:00 a.m., the second Wednesday every other month.	
Wednesday	February 8
Wednesday	April 12
Wednesday	June 14
Wednesday	August 9
Wednesday	October 11
Wednesday	December 13

ZONING BOARD OF APPEALS	
All meetings are held at 6:00 p.m., the fourth Thursday of each month.	
Wednesday*	January 25
Thursday	February 23
Thursday	March 23
Thursday	April 27
Thursday	May 25
Thursday	June 22
Thursday	July 27
Thursday	August 24
Thursday	September 28
Thursday	October 26
Monday*	November 20
Monday*	December 18
<i>*Note: 4th Wednesday in January and 3rd Monday on November and December</i>	

PLANNING COMMISSION	
Meetings are held at 7:00 p.m., the second Wednesday of each month.	
Wednesday	January 11
Wednesday	February 8
Wednesday	March 8
Wednesday	April 12
Wednesday	May 10
Wednesday	June 14
Wednesday	July 12
Wednesday	August 9
Wednesday	September 13
Wednesday	October 11
Wednesday	November 8
Wednesday	December 13

BOARD OF REVIEW	
Meetings are held on the date and times listed below.	
Monday	March TBD at 5:00 p.m.
Monday	March TBD at 9:00a.m.-9:00p.m.
Friday	July TBD at 1:00p.m.
Friday	December TBD at 1:00 p.m.





STATE OF MICHIGAN

DEPARTMENT OF HEALTH AND HUMAN SERVICES  
LANSING

GRETCHEN WHITMER  
GOVERNOR

ELIZABETH HERTEL  
DIRECTOR

December 15, 2022

To our Jonesville Wastewater Treatment Plant Partner,

The Michigan Department of Health and Human Services (MDHHS) would like to express our gratitude for your agency's continued hard work and collaboration as part of the SARS-CoV-2 Epidemiology – Wastewater Evaluation and Reporting (SEWER) Network. MDHHS is proud of the wastewater monitoring being conducted across the state. We greatly value and appreciate your important role in helping our communities in the fight against COVID-19.

As a result of the dedication and commitment from local projects this past year, the Network sampled 434 wastewater sites, including more than 100 wastewater treatment plants, throughout 58 counties across the state. The results from this sampling have provided useful data to help monitor the spread of COVID-19 in communities and inform corresponding public health responses. Wastewater utility partners are a critical part of this success, and we appreciate your collaboration with the Hope College lab and Branch-Hillsdale-St. Joseph Community Health Agency to help make these achievements possible.

As a token of our appreciation, please see the enclosed certificate. We look forward to our continued partnership on COVID-19 wastewater monitoring in the upcoming year.

Sincerely,

Susan Peters, DVM, MPH  
Waterborne Disease Epidemiologist  
Wastewater Monitoring Program Coordinator  
Emerging & Zoonotic Infectious Diseases Section  
Michigan Department of Health & Human Services  
PetersS6@michigan.gov  
(517) 930-6957

Cc: Joe Coyle, Bureau Director of Infectious Disease Prevention  
Mary Grace Stobierski, Emerging & Zoonotic Infectious Diseases Manager



# Certificate of Appreciation

This certificate is presented to:

**JONESVILLE WASTEWATER TREATMENT PLANT**

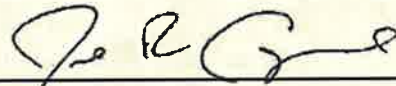
For continued participation and dedicated service to the State of Michigan  
SARS-CoV-2 Epidemiology – Wastewater Evaluation and Reporting Network

Awarded by:

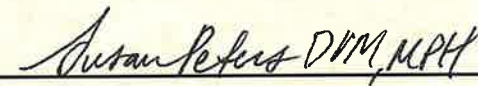
Michigan Department of Health and Human Services

December 13, 2022

Date



Joe Coyle, MPH  
Director, Bureau of Infectious Disease Prevention



Susan Peters, DVM, MPH  
Waterborne Disease Epidemiologist



December 15, 2022

RECEIVED  
DEC 19 2022

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

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

Dear City Senior Manager:

We are committed to keeping you and our customers informed about changes to Xfinity TV services. Accordingly, please note the changes below effective January 24, 2023. Impacted customers are being notified through bill message.

Effective January 24, 2023, the following channel changes will occur: Primo HD will be added to Digital Starter and Kids & Family channel 1721. HD channels require HD Technology Fee and X1 TV Box or compatible customer owned device.

Also, pursuant to P.A. 480 of 2006, Section 9 (4), Comcast Cable's local operating entity hereby reports that Comcast does not deny access to services to any group of potential residential subscribers because of the race or income of the residents in the local area. A similar report has been filed with the Michigan Public Service Commission.

Please feel free to contact me at 248-924-4917 if you have any questions.

Sincerely,

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

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