



**CITY OF JONESVILLE
COUNCIL AGENDA
MARCH 15, 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. Oath of Office – Police Officer David Martin

5. PUBLIC HEARING AND SUBSEQUENT COUNCIL ACTION

A. None

6. REPORTS AND RECOMMENDATIONS

A. Consider Extension of Negotiating Period – Former Klein Tool Building [Action Item]

B. Resolution 2023-05 – Consider Acquisition of Property [ROLL CALL][Action Item]

C. Board and Commission Appointments [Action Item]

D. Acknowledge Termination of Lease [Action Item]

7. COUNCIL MINUTES

A. February 15, 2023 Regular Meeting [Action Item]

8. ACCOUNTS PAYABLE

A. Accounts Payable for March 2023 totalling \$52,269.23 [Action Item]

9. BOARD AND COMMISSION MINUTES

[Action Item]

A. Region 2 Planning Commission – January 12, 2023 (Penrose)

B. Economic Development Partnership of Hillsdale County – January 12, 2023 (Gray)

C. Cemetery Committee – February 8, 2023 (Guyse)

D. Citizenship Committee – February 16, 2023 (Bowman, Guyse, Penrose)

10. DEPARTMENT REPORTS

A. Public Safety – Director Lance

B. Water/Wastewater Treatment Plant – Superintendent Boyle

C. Department of Public Works – Superintendent Kyser

D. Cash Report – Finance Director Spahr

11. ADJOURN

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.



To: Jonesville City Council
From: Jeffrey M. Gray, City Manager 
Date: March 10, 2023
Re: Manager Report and Recommendations – March 15, 2023 Council Meeting

4. A. Oath of Office – Police Officer David Martin

Our newest Police Officer, David Martin will be in attendance at the meeting with his family for a formal Oath of Office. We are very pleased to have Officer Martin as a member of our department and his family in our community.

6. A. Consider Extension Request – Former Klein Tool Building [Action Item]

Staff is currently negotiating a Purchase and Development Agreement with DH Roberts Construction for the redevelopment of the former Klein Tool building. Discussions are progressing, but additional time is needed to work out details. Staff would recommend that Council consider a 60-day extension to the negotiating period, through May 18, 2023.

6. B. Resolution 2023-05 – Consider Acquisition of Property [ROLL CALL][Action Item]

In January, the Council approved a resolution to seek grant funds for the demolition of the blighted structure at 148 Jermaine Street. The owner has indicated that they do not have interest in the property after the demolition is complete, which has some implications for enforcement of grass and other ordinances. The owner is willing to deed the property to the City. This agenda item is reserved for discussion of the pros and cons of that action. If Council elects to acquire the property, City Charter requires that a resolution be adopted. Resolutions must be approved by roll call vote. *Please refer to Resolution 2023-05.*

6. C. Board and Commission Appointments [Action Item]

The Planning Commission considered six applications at their meeting on March 8th and is recommending that the City Council appoint Ryan Scholfield to serve on the Planning Commission for the balance of a three-year term, through November of 2025. Mayor Arno is recommending appointment to serve the balance of Larry Jose's term on the Zoning Board of Appeals through November of 2024. None of the applicants is eligible to fill the vacancy on the Local Development Finance Authority board, so additional recruitment will be needed for that position. A motion is necessary to make the appointments. *Please refer to the applications to serve on City Boards and Commissions.*

6. D. Acknowledge Termination of Lease [Action Item]

The Masons have executed the Termination of their lease of the third floor of City Hall. They completed a final walk-through of the building on March 10th and have released claim to any remaining personal property in the building. The electric utility account for the third floor has been changed to the City. The attached termination agreement was drafted by Attorney Lovinger. I recommend a motion to acknowledgement of receipt of the Termination of the Lease. *Please refer to the Termination of Lease.*

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.

2023-05

CITY OF JONESVILLE
COUNTY OF HILLSDALE
STATE OF MICHIGAN

**RESOLUTION – ACQUISITION OF REAL PROPERTY
148 JERMAINE STREET**

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 15th day of March, 2023, at 6:30 p.m.

PRESENT:

ABSENT:

The following resolution was offered by Councilperson _____ and supported by Councilperson _____.

WHEREAS, the City of Jonesville has previously sought a Blight Elimination Grant to address the dangerous structure located at 148 Jermaine Street; and

WHEREAS, the City wishes to minimize additional demands on City resources related to Code Enforcement at the property following demolition of the structure; and

WHEREAS, the property owner is willing to deed the property to the City of Jonesville for the purchase price of \$1.00 (one dollar); and

WHEREAS, it is the intent of the City to make the property available for sale and redevelopment for a permitted use following remediation of the dangerous conditions on the property; and

WHEREAS, Section 13.2 of the City Charter states that the Council shall establish the purchase of real property shall be authorized by resolution.

NOW, THEREFORE BE IT HEREBY RESOLVED that the City Council authorizes the City Attorney to draft those documents necessary for the acquisition of the real property at 148 Jermaine Street.

BE IT FURTHER RESOLVED that the Council appoints the City Manager as its representative to execute those documents necessary for the acquisition of the same.

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 15th day of March, 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

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

RECEIVED
FEB 01 2023

BY: _____

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

Planning Commission, Zoning Board of Appeals

1. Name Hannah Duffany 2. Occupation Event Planner
3. Employer Hillsdale College 4. Email address haduffany@gmail.com
5. Home Address 321 North St. Jonesville 49250
Street City Zip
6. Home Telephone 517-610-3566 7. Business Phone 517-607-2527
8. Length of residency in Jonesville 2 mo.
9. List other community organizations/commissions that you are a member.

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

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

I have 12+ years in planning and I am a very detail-oriented and organized individuals. I grew up in Jonesville and desire to be involved within the community that I was raised, and in which I am now raising my family.

1/31/2023
Date of Application

H. Duffany
Signature

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

Hannah Duffany

321 North St.
Jonesville, MI 49250
(517) 610-3566
haduffany@gmail.com

January 31, 2023

City of Jonesville
265 E. Chicago St.
Jonesville, MI 49250

Dear Mr./Ms.,

With a professional background in hospitality and finance, along with success in customer service, I am looking to turn my focus to serving the community in which my family and I reside.

Growing up in rural Jonesville, I always dreamed of raising my children in the same atmosphere. When we started a family and moved back to the area after military obligations, we did not hesitate to move into the city. I hope to help create a community where others will have that same desire and passion for Jonesville that I have always carried with me.

In my previous experiences, I have worked with people from all walks of life, which has allowed me to become a well-rounded individual. I am passionate about education and economic growth of Jonesville, and I am eager to be a part of that development.

I am confident that my expertise in planning and hospitality will be an asset to the committees and the City of Jonesville as a whole. I greatly appreciate your consideration and look forward to speaking with you soon.

Sincerely,

A handwritten signature in black ink, appearing to read 'H Duffany', with a stylized, cursive script.

Hannah Duffany

HANNAH DUFFANY

EXPERIENCE

SPECIAL EVENTS PLANNER

Hillsdale College

June 2022 – Present
Hillsdale, MI 49242

- Manage on and off-campus events for Presidential receptions and luncheons from conception to reconciliation.
- Contract event venues and hotels to reserve rooms, book catering and audiovisual, and discuss event specifications.
- Compile demographics, create sorts, and manage hotel room blocks and waitlists.
- Attend and coordinate the set up and execution of each event, and serve as the on-site contact for guests and event venue contacts.

DIRECTOR OF CATERING SALES

Bon Appetit Management Company

July 2021 – June 2022
Hillsdale, MI 49242

- Head of catering sales with 3M in annual catering sales
- Coordinate all weddings, tastings, and work closely with clients on the day of their wedding.
- Oversee daily operations and maintain communications with chefs and operations managers to successfully execute all catering events from start to finish
- Inventory and P&L management for catering events on a weekly basis

CATERING MANAGER III/OFFICE MANAGER

Sodexo

June 2018 – July 2021
Belton, TX 76513

- Head of catering department with 0.5M in annual sales
- Contact and communicate with all clients on all catering needs from initial contact through final billing
- Oversee all administrative and clerical duties of the unit including cash flow, labor reporting, P&L review, and unit budget and finance management
- Assist general manager with annual budget
- Manage new hire process including postings, interviews, onboarding, and orientation
- Oversee promotional marketing ventures, maintain social media accounts, and manage unit website
- Maintain all unit safety files and assist with hosting monthly safety committee meetings
- Oversee the student worker program including initial placement, schedules, and labor reporting with the client's financial aid office
- Assist with residential dining and retail operations as needed

CONTACT



517-610-3566



haduffany@gmail.com



321 North Street
Jonesville, MI 49250

SUMMARY

Experienced events and hospitality professional with a background in event planning and finance administration. Demonstrated ability to improve communication and efficiency in the workplace.

ACCOMPLISHMENTS

- Spearheaded re-branding of company through logos and marketing management
- Increased annual revenue by 10% in catering department
- Successfully restructured catering department in the first year of management
- Implemented new cash flow procedures for more accuracy in reporting

COMPETENCIES

- Servsafe Manager Certified
- Knowledge and experience with many event planning software and online programs
- Exceptional with accounts payable/receivable and budget management
- Detail-oriented with expert organization
- Highly skilled in Microsoft Office Suite
- CPR/First Aid Certified

EDUCATION

CENTRAL MICHIGAN UNIVERSITY

Bachelor of Science in Biomedical Sciences
Chemistry Minor
2011 – 2016

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

RECEIVED
JAN 30 2023

BY: _____

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

Planning Commission Board

1. Name Ryan Schults 2. Occupation Business Owner
3. Employer Self 4. Email address m.s. construction @att.net
5. Home Address 6286 Sweet Clover Hills Dr., Jonesville, MI, 49250
Street City Zip
6. Home Telephone — 7. Business Phone 517-425-2751
8. Length of residency in Jonesville 20 plus
9. List other community organizations/commissions that you are a member.

None

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

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

I have worked in the construction trades my whole life. Jonesville has been my hometown most of my life. I want to serve and help my community, and I believe the skillset I have achieved from a worker to a business owner is of great value to the Board.

Date of Application

1-30-23

Signature

Ryan Schults

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

Ryan M. Scholfield

6286 Sweet Clover Hills Dr.
Jonesville, Mi 49250
Cell: 517-425-2751
Scholfield86@att.net

Objective Jonesville Planning Commission Board Member

Enthusiastically pursuing a position on the Jonesville Planning Commission. To apply my skills and years of experience to improving the quality of life in the City of Jonesville.

Experience Skilled in Carpentry, Job Responsibilities include

- Operation of heavy equipment such as
 - Back Hoes
 - Cranes
 - Sky Track lifts
 - Scissor and Boom lifts
 - Bobcat
 - Bull dozer
- Experienced with electrical work, plumbing, brick-laying, roofing, concrete forming, and excavation
- Customer quoting and communication
- Vendor communication and material ordering
- New building projects, renovation and repair
- General Maintenance work
- Supervisor over projects
- Trained work crews in commercial/residential remodeling and new construction projects; coordinate schedules and all trades.

Employment

Owner and Operator of M&S Construction and Concrete Leveling
January 2009- Present

- Manage daily activities of employees and job site
- Manage all aspect of the business regarding finances, budgeting, quoting, customer and vendor communication

M&S Construction

1998-November 2008

Journeyman Carpenter

- Responsible for all types of carpentry, including framing and final trim work for commercial and residential remodeling and new construction projects throughout the area.
- Order materials and blueprint updates; consistently meet strict time constraints.
- Completed hundreds of projects, including:
 - Pole Barns
 - Construction of several homes
 - All forms of masonry construction
 - Residential and commercial remodeling

Gibson Electric

1996-1998

Apprentice Electrician

- Worked as an apprentice under a Master Electrician.
- Was involved with numerous commercial and residential projects including but not limited to the electrical work for the newest water tower for the City of Hillsdale, Hi-Lex Controls expansion and a 2000 amp service for SKD manufacturing
- Reason for this job ending was owner retired.

Personal Self-motivated, dependable and professional

I enjoy coaching, the outdoors and anything that requires a challenge and a proud family man.

Education/Endorsements-

- CDL class B license with air break endorsement, passenger and school bus and medical card
- *Jackson Community College* – Associates Degree
- Dean's List Fall 2009
- *Jonesville High School Graduate 1996*

References

Aaron Scrivens, Business Owner Beckers & Scrivens. Cell# 517-425-4644

Abe Graves, Business Owner Jonesville Lumber. Business # 517-849-2181

Travis Berlin, Community Member, School Board President and Business Owner. Cell #517-610-1814

*Other community Organizations member of
Jonesville School Bus Driver
Coached Jonesville Football at all levels 2010-2022*

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

RECEIVED
JAN 27 2023

BY: _____

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

Planning Commission
Zoning Board of Appeals

1. Name Michael "Doc" Sweeney 2. Occupation _____

3. Employer _____ 4. Email address _____

5. Home Address 640 CRAIG ST
CELL 517 610-4354 City _____ Zip _____

6. Home Telephone _____ 7. Business Phone _____

8. Length of residency in Jonesville 26 years

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

See Community Service on Resume

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

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

See resume and letter of application

1-26-2023
Date of Application

M. P. Sweeney
Signature

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

RECEIVED
JAN 27 2023

BY:_____

January 26, 2023

To the Jonesville City Council:

Please accept my application for the Planning Commission (my first choice) or the Zoning Board of Appeals. A Professor Emeritus of Hillsdale College, I taught Accounting classes there for twenty-five years. While I am certainly no expert, I do have some knowledge of governmental accounting as my doctoral dissertation dealt with municipal governmental financial statements.

Jonesville has been a great place to live for me and my family and I simply want to volunteer some of my time to give back to the community.

Feel free to contact me if you have any questions or would like to meet.

Regards,



Michael "Doc" Sweeney

640 Craig St

Cell: (517) 610-4354

References for Michael "Doc" Sweeney

Charles Steele, PhD, Chair of Economics, Business and Accounting
Hillsdale College
33 E. College St
Hillsdale, MI 49250
csteele@hillsdale.edu
(517) 607-2428

David Holcomb
Hillsdale County Director of Information Technology
33 McCollum
Hillsdale, MI 49242
(517) 437-3158
dholcomb@dmcibb.net

Bruce Ikawa, Ph.D.
Professor Emeritus, Hillsdale College
218 Barber Drive, Hillsdale MI 49242
(517) 392-3063
bikawa@hillsdale.edu

VITA

Michael P. "Doc" Sweeney

640 Craig St
Jonesville, MI 49250
517-610-4354
msweeney@hillsdale.edu

Selected Experience (and highest rank achieved)

2022 – Now Professorsor Emeritus, Hillsdale College
1996 – 2021 Hillsdale College, Hillsdale, MI., McCabe/UPS Memorial Endowed Chair,
 Professor and Director of Accounting.
2001 – 2016: University of Maryland University College, Adjunct Graduate Professor.
1994 – 1996: Bellarmine University, Louisville, KY, Assistant Professor, 1994 - 1996.
1988 – 1993: University of Kentucky, PhD Candidate, Teaching and Research Assistant
1979 – 1988: Lawrence Technological University, Southfield, MI., Associate Professor.
1977 – 1979: Nemes & Company, CPA's, Birmingham, MI., staff accountant.

Education

University of Kentucky: Ph.D., 1994, Major: Accounting, Minor: Statistics.
University of Detroit, M.B.A., 1977.
Aquinas College, Grand Rapids, MI., B.S. Business Administration, 1974.

Certifications and Awards

2016 Michigan Association of CPA's Accounting Teaching Excellence Award
2006 Stanley J. Drazek Teaching Excellence Award
Certified Public Accountant (MI, inactive)
Certified Management Accountant (inactive)

Selected College Service Contributions (current and past)

Educational Policies Committee, Tenure and Promotion Committee (three terms, once as chair),
Summer Leave / Sabbatical Committee (three terms), President's Special Committee on Sports and
Academics, Library Committee (chair), Academic Computing Committee (currently serving second
term), Nominating Committee, Academic Honesty Committee.

Intellectual Contributions

"CPA Licensing: Interstate Variability in Barriers to Occupational Entry, an Update", with Bruce Ikawa.
Presented at the Academy for Business Research spring meeting in New Orleans, March 2017

"CPA Licensing: Interstate Variability in Barriers to Occupational Entry", with Bruce Ikawa. Presented at
the American Society of Business and Behavioral Sciences annual meeting in February, 2011.

"Risk Management of Michigan's College and University Endowment Funds", with David Basterfield
and Thomas Bundt. Presented at the Michigan Academy of Science Arts and Letters annual meeting,
April, 2005.

"An Output-based Ranking of Business Programs", with Bruce Ikawa. Presented at the Academy of
Business Administration annual meeting in April 2002.

"Enhancing the Atmosphere of Your Online Classroom - Part II", DE Oracle, March-April 2002.

"Enhancing the Atmosphere of Your Online Classroom - Part I", DE Oracle, January-February 2002.

"The Use of Management Accounting Techniques by City Governments", with Relmond VanDaniker and Gerry Miller, Journal of Business and Public Affairs, fall 1998.

"Management Accounting in Municipal Governments", with Gerry Miller, presented at the 1998 Ohio Regional American Accounting Association Conference.

"The Effect of Market Value Accounting on Commercial Bank Financial Statements", with Daniel Bauer, presented at the 1996 Ohio Regional American Accounting Association Conference.

Book review of Get Rich Slow, by Tama McAleese. Louisville Courier-Journal, June 4, 1995

Book review of The Closet Entrepreneur, 337 Ways to Start Your Successful Business With Little or no Money, by Balter and Shook. Louisville Courier-Journal, March 5, 1995.

Auditing in the States: A Summary, research associate, copyright 1989, National Association of State Auditors, Comptrollers and Treasurers, Lexington, KY

Community Service

Volunteer Assistant Coach, Hillsdale College Action Shooting Team (2017 to Now)

Volunteer Assistant Track Coach, Jonesville Middle School and High School (2005 to 2017 and starting again in the spring of 2023)

Hillsdale Community Hospital Finance Committee, Chair (2014 – 2020)

Volunteer income tax preparer and Hillsdale College volunteer liaison for VITA; the Volunteer Income Tax Assistance Program. (2011 – 2017).



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

BY: _____

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

Planning Commission

1. Name Kayla M. Thompson **2. Occupation** Attorney

3. Employer Hillsdale College **4. Email address** kaylamthompson1@gmail.com

5. Home Address 730 Wright Street, Jonesville, MI 49250
Street City Zip

6. Home Telephone 517-610-3897 **7. Business Phone** 517-607-2302

8. Length of residency in Jonesville 4 years

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

Board Member, City of Jonesville Zoning Board; Board Member, University of Michigan

Alumni Club of Hillsdale County; Volunteer, Hillsdale UB Church

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

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

I am seeking appointment on the Planning Commission Board as I am passionate about the success of the City of Jonesville. As a local homeowner and member of the community, I want to help make our city vibrant and attractive to new families. I believe my prior residential history will be a great asset to this Board, as I have lived in many other areas and can offer new ideas for future projects. Additionally, I was born and raised in Hillsdale County so I have a great understanding of our community, its values, and the needs of our residents.

2/1/2023

Date of Application

Signature

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

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

RECEIVED
JAN 31 2023

BY: _____

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

Planning Commission

1. Name Wanda White 2. Occupation Office Manager
3. Employer White Machine Automation 4. Email address Wanda.white@whitemachine.net
5. Home Address 4931 Chadam Lane Jonesville MI 49250
Street City Zip
6. ~~Home~~ ^{Cell} Telephone 517-740-6283 7. Business Phone 517-563-8850
8. Length of residency in Jonesville 8 yrs.

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

Member of EDP of Hillsdale County

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

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

As a small business owner/operator I
would appreciate the opportunity to
contribute with planning & strategies to
help the community grow and prosper.

1-31-2023
Date of Application

Wanda White
Signature

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

**Wanda L. White
4931 Chadam Lane
Jonesville, MI 49250
517-563-8850 Work
517-740-6283 Mobile**

General:

**DOB: June 6, 1963
Marital Status: Married 37 years
Children: 2 Boys**

Education:

**Livingston Academy High School - Graduated 1981
Computer Class - Career Center, Jackson 2001
Microsoft Office Class - July 2008
Certified Nurses Aide - October 2009
Medical Billing & Coding - April 2011**

Job Experience:

6/1979 - 6/1980 Seamstress - Osk Kosh B'Gosh

6/1980 - 9/1984 Seamstress - Lynn's Sportswear

**9/1984 - 3/1986 Inspector, Assembly Line Employee, Loader for
Brazing Furnace, Loader for Welder - Livingston Tubular Products**

6/1986 - 5/1988 Seamstress, Customer Service - Nimble Needle

**5/1988 - 3/1990 Wire Electrical Boxes for Crimp Machines, Assemble
Crimp Machines, Assemble Air Conditioner Louvers - Lomar Machine
and Tool Company**

3/1990 - 10/2001 24 Hour Stay At Home Mom

6/1995 - 10/2008 Part-Time Housekeeping Residential

10/2001 - 6/2015 Title 1 Aide - Concord Community Schools

10/2010 - 12/2010 CNA - Allegiance Health

**10/2008 - To Present: Office Manager, Accounts Receivable,
Accounts Payable, Payroll, Receptionist, Customer Service,
Everything else required to operate a small business - White Machine
& Automation, LLC**

RECEIVED
JAN 10 2023

JONESVILLE CITY BOARDS & COMMITTEE
APPLICATION FOR APPOINTMENT

BY: _____

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

ALL

PLANNING COMMISSION, LOCAL DEVELOPMENT
FINANCE AUTHORITY, ZONING BOARD OF APPEALS

1. Name DAVID E. WINDLE 2. Occupation TEACHER
3. Employer RETIRED 4. Email address DAVID.WINDLE@COMCAST.NET
5. Home Address 402 E. CHICAGO ST. JONESVILLE MI 49250
Street City Zip
6. Home Telephone 517 3208955 7. Business Phone —
8. Length of residency in Jonesville 6 YEARS
9. List other community organizations/commissions that you are a member.

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

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

TEACHER OF ALL BUSINESS RELATED SUBJECTS.
ACCOUNTING, BUSINESS LAW, MARKETING, MANAGEMENT,
PERSONAL FINANCE AND OTHERS. I HAVE ALSO OWNED
AND OPERATED MY OWN BUSINESS (SERV'S) IN HILLSDALE.

1/10/2023
Date of Application

David E. Windle
Signature

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

DAVID WINDLE

P.O. Box 151, Jonesville, MI 49250 • (517) 320-8955 • david.windle@comcast.net

INSTRUCTOR

Student oriented Accounting/Management Instructor and Chairperson with over 10 years of experience at the college level teaching and computer software sales and trainer. Well-versed in computer-based systems including Blackboard. Extensive background in B2B and retail sales.

- Cost Accounting
- Tax for Corporations Accounting
- Managerial Accounting
- QuickBooks
- Management
- Beginning and Advanced Accounting

PROFESSIONAL EXPERIENCE

INSTRUCTOR-CHAIRPERSON MGT/HRM Sept. 2000 – Sept. 2013

BAKER COLLEGE – Jackson, Michigan
Managed Departments and Instructed Classes

Full-time Instructor and Department Chairperson for Management and Human Resources. Hired adjunct instructors, advised students and performed all duties required as Department Chair. Taught 4 classes per term in Accounting, Management, Computer Software, etc. Started as adjunct instructor in Fall of 2000. Moved to full-time in September 2008.

AUTO CLAIMS SPECIALIST April 2007 August 2008

FARMER'S INSURANCE
Inspection and estimating of auto claims

Worked as an auto claims specialist in an assigned territory. Duties include inspection of vehicle, completion of estimate, contact with parts suppliers, and customer service. This position is home-office based and requires an understanding of insurance, customer service and automobiles.

BUSINESS MANAGER, February 2002 – July 2006 **WINDLE'S – SEARS RETAIL DEALER STORE, Hillsdale, MI**

Lead retail dealer operation for major high-profile company.

Established business, built team of eight, and fostered "client-first" environment. Coached dedicated team to advanced company goals and build customer base. Interface directly with customers and suppliers. Oversaw business-management functions ranging from sales, scheduling, and resource allocation to inventory management, delivery and accounts payable / receivable.

Selected accomplishments:

- Realized revenue increase of \$800,000 to generate \$2 million in annual revenues in under three years.
- Invested time training sales professionals on product information and delivering sales presentations to effectively influence buying decisions of customers.

continued

*Professional Experience Continued***SALES REPRESENTATIVE, 2001 – 2002**
ANACOMP, INC., San Diego, CA*Penetrated territory to increase sales for storage document company.*

Developed sales plan to elevate software sales through new business development, territory management, and account acquisition / retention. Conducted cold calls, followed up on leads, and cultivated relationships to advance growth objectives. Orchestrated details of delivery between all essential parties.

Selected accomplishments:

- Maintained close contact with existing customers to determine future needs and respond expediently to issues, leading to continued loyalty to products and company.
- Continued to create and communicate opportunities to customers during difficult time for company.

SALES REPRESENTATIVE, 1999 – 2001
MESSAGEMEDIA, INC., Boulder, CO*Advanced sales for Internet-marketing company generating \$5 million.*

Grew sales for start-up business by identifying opportunities and promoting product benefits to create need / demand. Collaborated with potential customers to complete needs analysis based on environment and objectives. Analyzed sales trends / activity to continually improve on results. Maintained and reported essential sales information. Monitored activities of competition to maintain / gain competitive advantage.

Selected accomplishments:

- Drove initiatives to boost sales to over \$900,000 annual in two years.
- Defined customer needs and offered software solutions to spur sales.

SALES REPRESENTATIVE, 1997 – 1999
STERLING COMMERCE, Columbus, OH

Performed heavy prospecting and lead development to grow client base. Gained extensive product knowledge and conducted product presentations to educate potential and existing customers to fulfill needs. Oversaw sales from initial contact through to installation to maximize satisfaction. Track weekly sales to base future initiatives.

Selected accomplishment:

- Gained access to key decision makers to present products and negotiate sales to accelerate revenues.

EDUCATION & CREDENTIALS

Master of Arts in Business Education

WESTERN MICHIGAN UNIVERSITY, Kalamazoo, MI

Technical Proficiencies

Word, Excel, Access, Outlook Express; Windows and UNIX

Professional Affiliation

Chamber of Commerce

TERMINATION OF LEASE AGREEMENT

THIS AGREEMENT to Terminate Lease is dated this 10th day of March, 2023, between the Hamilton Lodge No. 113 of the Free and Accepted Masons, successor in interest to the Jonesville Chapter No. 8 and Lafayette Lodge No. 16 of the Free and Accepted Masons (the "Masons"), and the City of Jonesville Michigan, a Michigan Municipality, ("Jonesville"), and is based upon the following:

WHEREAS on July 12, 1866, the Village (now City) of Jonesville, Michigan entered into a certain Lease Agreement with the Jonesville Chapter No. 8 and the Lafayette Lodge No. 16 of the Free and Accepted Masons (the "Lease"); and

WHEREAS the Hamilton Lodge No. 113 of the Free and Accepted Masons is the successor in interest to the Jonesville Chapter No. 8 and Lafayette Lodge No. 16 of the Free and Accepted Masons; and

WHEREAS the provisions of this Lease indicated that the Village of Jonesville would lease the 3rd story and all the stairway leading from the 2nd story the 3rd story of the existing Jonesville Village Hall to the Masons; and

WHEREAS the Lease indicated that it would continue as long as the Jonesville Village Hall was standing; and

WHEREAS the Masons have not utilized the 3rd floor of the Jonesville City Hall building for a number of years and have removed all personal property to which the Masons claim ownership or right of possession from the Leased portion of the Jonesville City Hall property; and

WHEREAS the Lease contained provisions obligating the Masons to provide repair of the 3rd floor of the City Hall building at the expense of the Masons; and

WHEREAS the Masons have determined that it would be economically unfeasible to continue the obligation to maintain the 3rd floor of the City Hall building and have further determined that the Masons are willing to terminate the Lease Agreement, release, the City of Jonesville Michigan from further obligation pursuant to said Lease Agreement, and further release any claims to any remaining personal property located within the Jonesville City Hall building, and acknowledge that all property owned or claimed by the Masons has been removed from the Jonesville City Hall building.

NOW THEREFORE, in consideration of the above premises:

IT IS HEREBY AGREED that the certain lease agreement dated July 12, 1866, that was recorded on March 2, 1867, in Liber 58, Page 69 of Deeds of the Hillsdale County Records is hereby terminated.

IT IS HEREBY FURTHER AGREED that the Masons have removed all personal property to which the Mason's make a claim of ownership or possession from the Jonesville City Hall premises.

IT IS HEREBY FURTHER AGREED that the Masons release any and all claims that it may have against the City of Jonesville as successor in interest to the Village of Jonesville, Michigan, and that the City of Jonesville is released of all obligations under the lease, dated July 12, 1866, and that the Masons have no further right or claim under said Lease, or any right to possess or use any portion of the Jonesville City Hall building.

IT IS HEREBY FURTHER AGREED that the City of Jonesville, as successor in interest to the Village of Jonesville Michigan, releases the Masons from any claims that it may have against the Masons in connection with the Masons occupancy of the 3rd floor of the Jonesville City Hall building, pursuant to the lease dated July 12, 1866.

Dated: March 10th, 2023

Hamilton Lodge No. 113 of the Free and Accepted Masons

By: 
Michael J. Croad, Authorized Agent

By: 
Charles D. Fowler, Authorized Agent

City of Jonesville, Michigan

By: 
Jeffrey M. Gray, City Manager

JONESVILLE CITY COUNCIL
Minutes of February 15, 2023

A meeting of the Jonesville City Council was held on Wednesday, February 15, 2023 at the Jonesville City Hall, 265 E. Chicago Street, Jonesville, MI. Mayor Gerry Arno called the meeting to order at 6:30 p.m. Council members present were: Tim Bowman, Christopher Grider, Brenda Guyse, George Humphries Jr., Delesha Padula and Andy Penrose.

Also present: Manager Gray, Treasurer Spahr, WWTP Supt. Boyle, Safety Director Lance, Attorney Thompson, DPW Supt. Kyser, Lisa Adair, Tristan Cox, Keith O'Neil, Julie Boyce, Mike Miller, Deb Hollister, Georgia Mason and Jack Mosley.

Safety Director Lance led the Pledge of Allegiance and the moment of silence.

A motion was made by Brenda Guyse and supported by Andy Penrose to approve the agenda as presented with the following addition; 6-J. Sanitary Sewer Point Repair Payment Request and 6.K. Trickling Filter Repairs Project Change Order. All in favor. Motion carried.

Tristan Cox, Life Scout of Boy Scout Troop 247 spoke to Council regarding his Eagle project on the North end of the Jerry Russell Trail. He stated he is proposing installation of additional bird houses, bat houses and the removal of an invasive plant species on the trail. This project will be in coordination with the Jonesville Rotary.

Keith O'Neil, Executive Director of Reading Emergency Unit, provided an update to City Council.

The Public Hearing was opened at 6:47 p.m. for the Rezoning Request from Key Opportunities, Inc. to rezone the property located at 439 Beck Street for a Planned Unit Development (PUD). Julie Boyce of Key Opportunities, Inc. spoke briefly to City Council regarding the project and Manager Gray provided information regarding the PILOT (Payment in Lieu of Taxes) program. The Public Hearing was closed at 6:52 p.m.

A motion was made by Delesha Padula and supported by Tim Bowman to approve the Rezoning Request to Planned Unit Development (PUD) for 439 Beck Street with the following conditions:

1. The applicant shall develop a Planned Unit Development (PUD) agreement that meets the requirements of Section 13.08 (F) and (G) of the Zoning Ordinance.
2. The PUD Agreement shall include terms acceptable to the City Attorney to assure that the housing will be available to serve persons with disabilities, senior citizens, and veterans.
3. In accordance with the Zoning Ordinance, the PUD plan shall be effective for two years from the date of approval, during which time a final plan for at least the first phase of construction must be submitted for Planning Commission approval.
4. Water, sanitary sewer, and storm sewer design and layout shall be subject to further review and approval with the design of the final development plan.

Roll Call Vote: Ayes: Delesha Padula, Tim Bowman, Chris Grider, Brenda Guyse, George Humphries Jr., Andy Penrose and Gerry Arno. Nays: None. Absent: None. Motion carried.

A motion was made by George Humphries Jr. and supported by Chris Grider to approve the Eagle Scout Project presented by Life Scout Tristan Cox for the installation of birdhouses, bat houses and the removal of an invasive plant species along the North section of the Jerry Russell Trail. All in favor. Motion carried.

Brenda Guyse made a motion and was supported by Andy Penrose to accept the Cemetery Committee recommendation and approve a two-year contract with Cemetery Sexton Tyler Butters/Butters Excavating, a Cemetery Sexton Services Agreement, including property mowing and maintenance, in the amount of \$34,500 annually. An additional fee that was previously approved for the newly acquired section from the school was reduced from \$2500 to \$2000. All in favor. Motion carried.

A motion was made by Tim Bowman and supported by Brenda Guyse to accept the Cemetery Committee recommendation and approve the revised Fee Schedule, effective April 1, 2023. All in favor. Motion carried.

Delesha Padula made a motion and was supported by Brenda Guyse to approve the addendum to Predevelopment Agreement with DH Roberts Construction toward a development and purchase agreement for the former Klein Tool building. The City Attorney has prepared the extension of the negotiation period through the March Council meeting to complete the discussions. All in favor. Motion carried.

A motion was made by Brenda Guyse and supported by George Humphries Jr. to approve Resolution 2023-04 – Add Pinecrest Drive to City Street System. DPW Superintendent Mike Kyser is recommending adoption of the resolution to formally accept it into the City's Street System, making it eligible for receipt of State Act 51 funds. Roll Call Vote: Ayes: Delesha Padula, Tim Bowman, Chris Grider, Brenda Guyse, George Humphries Jr., Andy Penrose and Gerry Arno. Nays: None. Absent: None. Motion carried.

Tim Bowman made a motion and was supported by Brenda Guyse to approve the Fiscal Year 2023-24 Budget Calendar. All in favor. Motion carried.

The Fiscal Year 2023 six-month budget comparison (July 1, 2022 – December 31, 2022) was provided to Council for their review.

A motion was made by Brenda Guyse and supported by Chris Grider to approve the Fiscal Year 2022-23 Second-Quarter Budget Amendments as presented, including unanticipated revenues from Cemetery lot sales and the state highway maintenance contract. Previously reported projects area also included, such as the carry-over of major and local street maintenance from the previous year and repair of the Fire Department tanker. All in favor. Motion carried.

Delesha Padula made a motion and was supported by George Humphries Jr. to accept the Planning Commission Annual Report and Work Plan as submitted by the Planning Commission. All in favor. Motion carried.

A motion was made by Brenda Guyse and supported by Andy Penrose to approve the final payment request from Concord Excavating and Grading, Inc. for the Sanitary Sewer Point Repair in the amount of \$96,905.95. All in favor. Motion carried.

Delesha Padula made a motion and was supported by Chris Grider to approve the Trickling Filter Project Change Order by \$5,000, utilizing stainless steel rather than aluminum components, reducing the lead time by six (6) weeks. The goal of this change is to put the contractor in a position to complete the work in April rather than June, before discharge limits change. All in favor. Motion carried.

A motion was made by Brenda Guyse and supported by George Humphries Jr. to approve the minutes of January 18, 2023 Regular Meeting and February 7, 2023 Special Meeting. All in favor. Motion carried.

Andy Penrose made a motion and was supported by Delesha Padula to approve the Accounts Payable for February 2023 in the amount of \$87,288.03. All in favor. Motion carried.

A motion was made by Delesha Padula and supported by Chris Grider to receive the minutes of Downtown Development Authority (DDA) – January 10, 2023 and Planning Commission - January 11, 2023. All in favor. Motion carried.

Andy Penrose gave an update from the Region 2 Planning Commission.

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

Mayor Arno adjourned the meeting at 7:46 p.m.

Submitted by:

Cynthia D. Means
Clerk

Gerald E. Arno
Mayor

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
APPLIED INNOVATION	CITY HALL COPIER MAINTENANCE	89.76
BAKER TILLY MUNICIPAL ADVISOR	WWTP - CONTINUING DISCLOSURE	750.00
BAKER, VICKI/B & B CLEANING,	CITY HALL/JPD CLEANING SERVICE	580.00
BILL MORGAN'S WELDING	WWTP - SAND FILTER PIPE REPAIRS	410.00
BRINER OIL CO., INC.	JFD - GASOLINE/CUST #7779	185.58
	JPD/WWTP/DPW GASOLINE/CUST #7809	394.55
	MVP - BULK TANK	629.44
	JFD - GASOLINE/CUST #7779	120.57
	JPD/WWTP/DPW GASOLINE/CUST 7809	442.11
	MVP - BULK TANK/ACCT 26	93.92
	WWTP - GENERATOR FUEL	1,073.91
	MVP - BULK TANK	156.50
		3,096.58
BUTTERS EXCAVATING & LAWN CARE	CEMETERY MAINT/SEXTON SERVICES	2,975.00
CAPITAL ONE	WALMART - SUPPLIES	107.22
CLEAR VIEW B.R. LLC	CITY HALL/JPD - OUTSIDE WINDOW CLEANING	40.00
COLLINS, KEVIN	MWEA JOINT EXPO MILEAGE	73.36
CONSUMERS ENERGY	CITY-WIDE STREET LIGHT ELECTRICITY	1,470.10
	DDA - UNMETERED PARKING LOT LIGHT ELECTRICITY	29.61
	CITY-WIDE LED LIGHT ELECTRICITY	1,275.07
	DOWNTOWN/STREETSCAPE LIGHT ELECTRICITY	479.15
	JFD TRUCK BAY ELECTRICITY	130.91
	RADIO TOWER ELECTRICITY	38.45
	CITY HALL ELECTRICITY	166.56
	DPW BUILDING ELECTRICITY	238.67
	WRIGHT ST PARK ELECTRICITY	34.16
	598 IND PKWY SPRINKLER METER ELECTRICITY	29.21
	WATER TOWER ELECTRICITY	74.78
	100 DEAL PKWY SPRINKLER METER ELECTRICITY	33.08
	500 IND PKWY SPRINKLER METER ELECTRICITY	31.55
	DDA - METERED PARKING LOT LIGHT ELECTRICITY	36.94
	JFD TRAINING ROOM ELECTRICITY	72.56
	FAST PARK ELECTRICITY	40.52
	FREEDOM MEMORIAL ELECTRICITY	44.19
	CITY HALL SECOND FLOOR ELECTRICITY	28.81
	JPD ELECTRICITY	165.33
	WWTP ELECTRICITY	5,216.09
	CEMETERY ELECTRICITY	41.34
	EMERGENCY SIREN ELECTRICITY	44.26
	IRON REMOVAL PLANT ELECTRICITY	1,603.91
	DDA BUILDING ELECTRICITY	502.00
		11,827.25
CROUCH ELECTRIC, LLC	CITY HALL MOTION SENSORS	1,147.00
DETROIT SALT COMPANY	SALT	3,224.17
DMCI BROADBAND, LLC	WWTP/DPW/CEMETERY/WRIGHT ST PARK - INTERNET/CAMERA	2,269.44
D-P EQUIPMENT CO.	MVP - BRAKE FLUID	42.12
ELHORN ENGINEERING COMPANY	WATER - SUPPLIES	457.00
FIRST NATIONAL BANK OMAHA	MEMBERSHIPS/CONFERENCES/SUPPLIES	2,375.18
	ZOOM MEMBERSHIP	14.99
		2,390.17
FLEIS & VANDENBRINK ENG, INC.	WATER RELIABILITY STUDY	4,753.50
GREENMARK EQUIPMENT	MVP - REPAIRS	11.11
	MVP - REPAIRS	64.46
	MVP - REPAIRS	99.99
		175.56
HILLSDALE CO FIREFIGHTERS ASS	ANNUAL DUES	200.00
HILLSDALE COUNTY TREASURER	TAX BILLBACKS	36.79
	TAX BILLBACKS	39.69
		76.48
HILLSDALE HOSPITAL	CDL/PRE-EMPLOYMENT PHYSICALS	428.00
HYDROCORP, INC	WATER CROSS CONNECTION PROGRAM	568.00
JAX KAR WASH	JPD - CAR WASHES	8.00
JONESVILLE HARDWARE	SUPPLIES/REPAIRS	344.51

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
JONESVILLE, CITY OF	CITY HALL WATER/SEWER	50.65
	JFD WATER/SEWER	59.07
	JPD WATER/SEWER	50.65
	DPW BUILDING WATER/SEWER	50.65
	WWTP WATER/SEWER	130.44
	WRIGHT ST PARK WATER/SEWER	38.04
		379.50
LOVINGER & THOMPSON, P.C.	LEGAL FEES	1,295.00
LOWERY KEVIN	UB refund for account: 001074-02	41.60
MERIT LABORATORIES	WWTP - TESTING	44.00
	WWTP - TESTING	352.00
		396.00
MICHIGAN GAS UTILITIES	IRON REMOVAL PLANT GAS SERVICE	384.06
	JFD GAS/HEAT SERVICE	553.75
	WWTP GAS/HEAT SERVICE	3,515.18
	JPD GAS/HEAT SERVICE	169.10
	GAS LIGHT SERVICE	65.10
	CITY HALL GAS/HEAT SERVICE	206.56
	DPW BUILDING GAS/HEAT SERVICE	303.40
		5,197.15
MICHIGAN WATER ENVIRONMENT ASBOYLE - MEMBERSHIP RENEWAL		95.00
MISS DIG SYSTEM, INC.	ANNUAL MEMBERSHIP FEE	1,201.97
MUNICIPAL SUPPLY CO.	WATER - REPAIR SUPPLIES	442.16
PETTY CASH	PETTY CASH REIMBURSEMENT	158.23
POSTMASTER	POSTAGE - WATER QUALITY REPORTS	414.58
	POSTAGE - WATER/SEWER BILLS	322.29
	PRESORT PERMIT RENEWAL	290.00
		1,026.87
POWERS CLOTHING, INC.	JPD - ALTERATIONS/WWTP - TESTS TO MERIT LABS	34.12
PRIORITY ONE EMERGENCY, INC	JPD - UNIFORMS	833.89
RUSSELL'S MACHINE SHOP	WWTP - SAND FILTER PIPE REPAIRS	164.50
S&D PLUMBING	WWTP - BACKFLOW SERVICES	100.00
SAM'S CLUB/SYNCHRONY BANK	MEMBERSHIP RENEWAL	50.00
SPARKS & SONS EXCAVATING, LLC	PUSH BACK DUMP	928.80
STOCKHOUSE CORPORATION	CITIZEN OF THE YEAR TICKETS	50.00
	WWTP - HOURS SIGN	45.00
		95.00
SUPERFLEET MASTERCARD PROGRAM	WWTP - GASOLINE	70.83
	JPD/WWTP - GASOLINE	94.96
		165.79
TRI-COUNTY INTERNATIONAL TRUCK	MVP - TRUCK 3 REPAIRS	917.97
UNIFIRST CORPORATION	MVP - SHOP TOWELS	33.47
	WWTP - UNIFORM RENTAL	102.47
	WWTP - UNIFORM RENTAL	47.69
	CITY HALL/JPD FLOOR MATS	63.55
	MVP - SHOP TOWELS	33.47
	WWTP - UNIFORM RENTAL	47.69
	WWYP - UNIFORM RENTAL	43.45
		371.79
USA BLUEBOOK	WWTP - SUPPLIES	1,116.45
VC3, INC.	MICROSOFT EXCHANGE RENEWAL/FEB-JUNE 2023	372.00
VERIZON WIRELESS	JPD/DPW-CELL PHONES/RADIO TOWER/JPD-MODEMS	279.84
	DPW CELL PHONE	25.00
		304.84
WINTER EQUIPMENT CO, INC.	MVP - TRACTOR #1 BUCKET EDGE	547.48
	Total:	52,269.23

Region 2 PLANNING COMMISSION

Serving Hillsdale, Jackson & Lenawee Counties

MEETING MINUTES

Region 2 Planning Commission - Full Commission
Lenawee District Library
4459 W. U.S. 223
Adrian, MI 49221

Thursday, January 12, 2023

I. **Call to Order** – Chair Jancek called the meeting to order at 2:02 PM. A quorum was present.

Attendance:

Acker	Dillon	Jennings	Schlecte (E)
Adams	✓ Donaldson (E)	Kastel	Shaw
Andrews	Duckham (E)	Keener	✓ Shotwell (E)
✓ Bair (E)	✓ Elwell (E)	Keller	✓ Sigers (E)
Beach	✓ Everidge	Koehn	✓ Smith (E)
Beecher	Gaede (E)	Lammers	✓ Snell
✓ Beeker (E)	Gallagher	Lance	✓ Southworth (E)
Blythe	Gentner	Linnabary	Sutherland
Boggs	Gould, J.	✓ Mackinder	✓ Swartzlander (E)
Bolton	Gould, L. (E)	Miller	Teriaco
Bush	Greene (E)	Minnick, Jr.	✓ Tillotson (E)
Bussell	Greenleaf	Mitchell	Todd
Camacho	✓ Griffin	Montrief	Van Doren
Chamberlain	Gross	Navarro	Votzke
Collins	✓ Havican (E)	Nickel	Webb
Cornish	Hawkins	✓ Overton (E)	Weir
Cousino	✓ Hawley	Penrose	Williams
Cure	Heath	Pixley	Wilson
Cure	✓ Herlein	Root	Witt (E)
David	✓ Jancek (E)	Saenz	✓ Wittenbach (E)

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

Staff Present: Jacob Hurt and Jill Liogghio

Others Present: Roger Johnson, Deerfield Township; Joaquin Ramos, A3; Cara Snyder, A3; Frank Nagle, Director of Community Impact, Michigan for ProMedica.

- II. **Approval of the January 12, 2023 Agenda** – The motion was made by Comm. Duckham, supported by Comm. Tillotson, to approve the January 12, 2023 agenda as presented. The motion carried unanimously.
- III. **Public Comment** – Chair Jancek requested public comment. Andy Penrose, City of Jonesville, introduced himself.
- IV. **Approval of the Full Commission Meeting Minutes for September 8, 2022** – The motion was made by Comm. Bair, supported by Comm. Tillotson, to approve the Full Commission meeting minutes of September 8, 2022 as submitted. The motion carried unanimously.
- V. **Approval of the Action Taken at the October 13, 2022 Executive Committee Meeting** – The motion was made by Comm. Snell, supported by Comm. Swartzlander, to approve the action taken at the October 13, 2022 Executive Committee meeting. The motion carried unanimously.
- VI. **Receipt of Treasurer's Report of December 31, 2022** – A motion was made by Comm. Duckham, and supported by Comm. Snell, to receive the December 31, 2022 Treasurer's Report as presented. The motion carried unanimously.
- VII. **Approval of January 12, 2023 Submitted Bills** – A motion was made by Comm. Bair, supported by Comm. Swartzlander, to approve payment of the January 12, 2023 submitted bills. The motion carried unanimously.
- VIII. **Staff Progress Report for December 2022** – The December 2022 staff progress report was included in the agenda packet. Mr. Hurt presented highlights from the staff progress report for the month of December.
- IX. **Report of the Nominating Committee / Election of the 2023 Executive Committee** – Mr. Hurt reported that there were 5 vacancies on the Executive Committee – 1 representing the City of Jackson and 4 representing at-large. Motion was made by Comm. Duckham, supported by Comm. Snell. The motion carried unanimously. The 2023 Executive Committee members are as follows:

Alan Beeker	Representing City of Hillsdale
James Shotwell	Representing Jackson County
Phil Duckham	Representing Jackson County
Mike Overton	Representing Jackson County
Matt Swartzlander	Representing Jackson County
Tony Bair	Representing Jackson County
Jonathan Greene	Representing City of Jackson
Laura Schlechte	Representing City of Jackson
Jim Goetz	Representing Lenawee County
Ralph Tillotson	Representing Lenawee County
Dale Witt	Representing Lenawee County
Pete Jancek	Representing At Large
Larry Gould	Representing At Large
David Elwell	Representing At Large
Roger Gaede	Representing At Large
Rick Sigers	Representing At Large
Chris Wittenbach	Representing At Large

Diane Donaldson	Representing At Large
Joanne Havican	Representing At Large
Jason Smith	Representing At Large
Judy Southworth	Representing At Large

- X. Presentation by Frank Nagle, Director of Community Impact, Michigan for Pro-Medica, regarding Adrian Ebeid Neighborhood Promise.**
- XI. Other Business** – Mr. Hurt explained that included in the packet was an update on the Jackson Railroad Bridge. Additionally, Mr. Hurt mentioned that included in the packet was the meeting calendar for the 2023 Region 2 Planning Commission.
- XII. Public Comment / Commissioners' Comments** – No comments were made.
- XIV. Adjournment** – There being no further business, Chair Jancek adjourned the meeting at 2:45 p.m.

Jacob Hurt
Executive Director

Economic Development Partnership of Hillsdale County
Minutes of Regular Meeting
January 12, 2023

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, Kelly Hodshire, Ron Griffith

Board Members Absent: Tracy McCullough, Troy Reehl, Tony Samon; Tom Robinson; Ned Bever, Katrina Mosher

Public: Sally Clark

Staff: Susan Smith, Annette Sands

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

- Motion by Kelly Hodshire to approve agenda, with amendment of addition of motion to move funds from savings account to CD
Support by Don Germann, unanimously approved
- Motion by Don Germann to approve November, 2022 Minutes
Support by David Mackie, unanimously approved
- Motion by Jeff Gray to approve Treasurer's Report
Support by Kelly LoPresto, unanimously approved
- Motion by Kelly Hodshire to research and move funds from savings account to interest bearing account. Support by John Condon, unanimously approved
- Motion by David Mackie to approve the Director's Report
Support by Vicki Morris, Unanimously approved

Treasurer's Report: Consisted of an overview of the EDP's current fiscal year 2022-2023, income and expenses. Currently, total Net Assets are **\$275,695** all cash. Financials are looking better having received some sponsorships and investments, with net income at **-8,222**. This will be in the positive once reimbursement is received from EDA Consultant Grant, and contract work from MWSE. This has been received by EDP, and will reflect on next report.

Discussion with motion to research and approve the transfer of funds from savings account at Century Bank and Trust into an interest bearing account. Transfer of \$50,000, with 13 month term at a rate of 4.04% with an APY of 4.10%. Designated signers will be the following: Susan Smith- Executive Director, Vicki Morris- Secretary, Rick Schaerer- Chair, Don Germann- Vice Chair. Information approved to be shared with Annette Sands-Administrative Coordinator.

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

- GCT, America purchase of building in Litchfield. Currently in the beginning process of cleaning and renovations. Relocating from Canada

- Ultra Fit purchase of Alphi Bay. This is also a Canadian company. They do the same work as Alphi. It seems to be a great fit for all employees and community. Employees will all stay and they will be hiring additional. Local guy and long-time employee, Eric Maystead, oversees this facility.
- Carnico Foods, owners Scott and Ally Ferry, purchased former Johann Van de Weerd building in Litchfield. EDP arranged visit with Representative Andrew Fink, per owner's request.
- Representative Fink coordinated a meeting with City of Hillsdale, MDOT, Development Group and Indiana Northeast Railroad, EDP. EDP is seeking land along rail between Hillsdale and Jonesville for Railroad to establish permanent location
- Hillsdale Area Career Center Partnership planning for this year's Career Fair underway
- Hillsdale Area Career Center specialized training in Robotic Welding
- Hillsdale Hospital angio screening. Easy non-invasive, with immediate results. Receive beautiful color photos of arteries with easy to read results of tests. Approximately \$100 per test. This is a mobile unit that can be brought to organizations for service. Kevin Young, is contact for this program. HSA's are allowed. Currently offered every Thursday at Hillsdale Hospital.

Round Table Discussion:

- Jeff Gray- Mid December received proposal from D.H. Roberts for the Klein Tool property. The concept is to retain front third for retail, back area 2/3rd for apartments, 2-3 bedroom. This is an approximate \$4-\$7.5 million dollar investment
- Recommendation of planned development for Key Opportunity development on Beck Street.
- John Condon- Business is going strong! Purchased former Cardinal Group building, since purchase of new building was better decision than addition on other building. Moore Road building is currently for sale. 35,000 sq foot building, has well, septic in Fayette Township. \$30 sq foot with 15 acres of property.
- Kelly Lopresto- New Businesses and relocations in downtown Hillsdale: Seasonal Swing, Farm House Charm, 55 Broad expanded with addition of Bootleggers Bar, Healthies moved to previous sweet shop, Hillsdale Natural Grocery moved to old Nash drugs, Fether Studios, photography and art consignment.
- David Mackie- BPU is currently moving transmission line and upsizing of water main for Meijers project. Projected to break ground in spring. Update on water and sewer project on Westwood Street. CBG Grant. Electrical update in Industrial park, to assist employers with outages
- Vicki Morris- Housing loans are currently at 6.65% interest rate. Expected to lower a little bit, but not under 6%. Currently there is a "Bankers Shuffle", movement of many banking specialists moving to other organizations, 6-8 people aware of happening with now.
- Don Germann- Things are well at the bank. CD's and deposits are up. Experiencing a large amount of auto refinances. Rates are lower than what dealership has been able to secure.
- Ron Griffith-March 22nd is Trends Luncheon, topic is "Active Shooter" Disruption in the workplace. SAU will also be hosting Brian Calley, on February 13th. Topic will be Business Climate in Michigan
- Jason Smith- Bight elimination meeting today at 2pm. At county chambers, bids to move on quickly. DH Roberts has expressed interest in building spec building in Litchfield Industrial Park.

GCT building is empty with all obsolete equipment removed. D.H. Roberts is working on these renovations

- Sally Clark, Michigan Works Representative- Going Pro has 10 business applications. IWT, OJT funding is available. Have seen increase in service center activity of people seeking employment
- Doug Ingles- County Commissioner Update

Courthouse restoration: vendor—Renaissance Historic Exteriors; Chicago, Illinois

- Hillsdale County Board of Commissioners approved:
 - Courthouse repair of block work/renovation/restoration. This is for tower above the roof line. \$1,387,500.00 cleaning, patching, staining, crack repair, certain block replacement.
 - Masonry Restoration on the main body of the courthouse as well as the addition \$2,947,850.00
 - previous approval \$4,625,000.00 (main roof, tower sheet metal systems, roof at bell level, cast iron elements)
 - Approved total to date \$8,960,350.00
- We are seeking bids for courthouse window replacement; expected to be (+ -) \$800,000.00
- ----
- Hillsdale County Board of Commissioners appointed 2 new Road Commissioners; Mark Kline and Kathy Schmitt. They will serve as Park Trustees as well. Appointments to expire 12/31/2024; then to be filled at the general election in November 2024
- ----
- Hillsdale County cities, villages, and townships are eligible for Blight Elimination Grant; deadline 1/31/2023; contact Litchfield City manager for information. The amount available for Hillsdale County is \$200,000.00

Adjournment: 8:55 a.m.- Rick Schaerer

Respectfully submitted,
Annette Sands

**CITY OF JONESVILLE
CEMETERY COMMITTEE
MINUTES of February 8, 2023**

A City of Jonesville Cemetery Committee meeting was held on Wednesday, February 8, 2023 at the Jonesville City Office, 265 E Chicago Street, Jonesville, MI. Chairman Shea Dow called the meeting to order at 9:02 a.m.

Cemetery Committee members present were: Brenda Guyse, Brenda Rathbun, Shea Dow, and Charlie Pfau.

Also present: Manager Jeff Gray and Sexton Tyler Butters.

Absent: John Center, Les Hutchinson and Mike Kyser.

Clerk Cindy Means led the Pledge of Allegiance and moment of silence.

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

A motion was made by Charles Pfau and supported by Brenda Guyse to approve the minutes of October 12, 2022. All in favor. Absent: John Center, Les Hutchinson and Mike Kyser. Motion carried.

The 2022-year end activity report was presented to the committee along with the January 2023 Activity Report providing information related to interments, foundations installed, burial rights transfers and disinterment.

A motion as made by Brenda Guyse and supported by Brenda Rathbun to recommend that the City Council approve a two-year contract, beginning April 1, 2023, with Sexton Tyler Butters, Butters Excavating and Lawn Care, for sexton services and property maintenance with the proposed increase to \$34,500, with an additional \$2,000 for the property acquired from the school. All in favor. Absent: John Center, Les Hutchinson and Mike Kyser. Motion carried.

A motion was made by Charles Pfau and supported by Brenda Guyse to recommend to City Council that they approve the revised Cemetery Fee Schedule, effective April 1, 2023. All in favor. Absent: John Center, Les Hutchinson and Mike Kyser. Motion carried.

A motion was made by Brenda Guyse and supported by Brenda Rathbun to re-elect Shea Dow as Chairman and Charles Pfau as Vice-Chairman. All in favor. Absent: John Center, Les Hutchinson and Mike Kyser. Motion carried.

Manager Jeff Gray provided Updates.

The next scheduled meeting will be Wednesday, April 12, 2023 at 9:00 a.m.

A motion was made by Brenda Guyse and supported by Brenda Rathbun to adjourn the meeting at 9:45 a.m. All in favor. Absent: John Center, Les Hutchinson and Mike Kyser. Motion carried.

Submitted by,

Cynthia D. Means
Clerk

**CITY OF JONESVILLE
CITIZENSHIP COMMITTEE
MINUTES OF FEBRUARY 16, 2023**

Present: Andy Penrose, Tim Bowman, Kathy Adams, Kathi Boyle and Brenda Guyse.
Absent: None.
Also Present: Jeff Gray.

The meeting at the Jonesville City Hall was called to order at 5:30 p.m. by Chair Andy Penrose.

There were no public comments.

Motion by Kathi Boyle, second by Brenda Guyse to approve the agenda, as presented. Motion carried.

Motion by Brenda Guyse, second by Tim Bowman, to approve the minutes of the November 17, 2022 meeting. Motion carried.

The Committee discussed planning for the 2023 Citizenship Awards event to take place on April 18th at The Sauk Theatre. The Committee discussed holding a meeting at the theatre to discuss event logistics and details. Jeff will consult with Trinity Bird regarding his availability to meet on March 23rd for that purpose.

Nominees have been contacted and asked to reach out to the award winners. Kathy Adams will contact Judy Warner to assist with advising Ray Leising of the award.

The ticket and program quote from Stockhouse was reviewed. The event budget and known expenditures were discussed, as well. Contacts will be made to the American Legion and Jonesville Band regarding availability for the event. Committee members will serve as ticket takers and greeters for the event.

Brenda Guyse presented a concept for the memorial display to honor Ron Hayes. The Committee agreed by consensus with the design. Staff will reach out to Stockhouse to develop a design for review.

By consensus, the Committee agreed to the proposed meeting calendar, as presented.

Motion by Brenda Guyse, second by Kathy Adams, to reappoint Andy Penrose as Chair and Tim Bowman as Vice Chair for a two-year term. Motion carried.

There was no other business. Chair Andy Penrose adjourned the meeting at 6:03 p.m.

Respectfully submitted,
Jeffrey M. Gray, City Manager

MONTHLY OPERATING REPORT

February 2023

SUBMITTED:

WATER FLOW

MAXIMUM	227,000
MINIMUM	165,000
AVERAGE	165,000
TOTAL	5.330 MG

WASTEWATER FLOW

MAXIMUM	373,600
MINIMUM	231,700
AVERAGE	286,000
TOTAL	8.0076 MG

CALLOUTS: **Several (Ice Storm)**

OPERATION & MAINTENANCE

The plant was in compliance with the NPDES permit limitations during the month of February 2023.

The Wastewater Plant Laboratory processed 87 Bacteria tests, 13 Nitrate tests and 7 Nitrite tests in February. The annual totals through December 2022 are as follows:

- Total Coliform Bacteria-----197
- Nitrates-----35
- Nitrites-----11

The 2022 Consumer Confidence Reports were completed and sent out to all City water users. This annual exercise is required by Michigan EGLE.

The number one pressure filter was drained and the media removed. A number of mechanical failures were noted in the air scour system and are currently being repaired before they are reinstalled. New media is being considered for replacement. The Asset Management Plan indicated that the media should be replaced in 20228.

The Iron Removal Plant and the wastewater plant both had to operate on generated power during the ice storm. Some of the Plant Staff ended up spending several nights monitoring plant operations.

The parts for the trickling filter pivot have arrived and are being inspected before they are shipped to our site.

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— mg/l

Average Percent Removal from the Raw Wastewater— %

Daily Maximum— 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—9.2 mg/l

Average Percent Removal from the Raw Wastewater—92.8%

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—87.8%

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—4.98 mg/l

Average Percent Removal from the Raw Wastewater—57.1%

Jonesville Daily Maximum—8.85 mg/l

Brian Boyle

Jonesville Dept of Public Works

February 2023

Monthly Report

	Maintenance	Salt	Chloride	Top Dirt	COLD MIX
STATE HIGHWAYS	1 HR DT 0 HR OT	6.50 Tons	0 Bag	0 Yd	1.25 Ton
MAJOR STREETS	1 HR DT 0 HR OT	7.17 Tons	0 Bag	0 Yd	.145 Ton
LOCAL STREETS	0 HR DT 1/4 HR OT	8 Tons	0 Bag	0 Yd	0 Ton
PARKING LOTS	0 HR DT 1/4 HR OT	1 Ton	0 Bag		0 Ton
POLICE STATION	1/4 HR OT	.25 Ton	0 Bag		
FIRE DEPARTMENT	0 HR OT	.25 Ton	0 Bag		
DDA SIDEWALKS	0 HR OT				
SEWER	0 HR DT				0 Ton
WATER	4 HRS DT 1 HR OT			0 Yd	0 Ton
State Police	1/4 HR OT	.50 Ton	0 Bag		

There were 3 call outs.

The call out on State and Major and overtime on Local Streets and in Parking Lots was for salting.

The call outs and overtime on Water was to repair a broken water main on Orville Street.

State Highway and Major Streets were cold patched.

We cleaned DDA sidewalks downtown as the berrys fell off the tree's.

We took the big fan down for the sewer plant so they could repair a tank.

We have been clearing trees off the Cemetery property we got from the school.

We have started cleaning up from the ice storm, a date will be set to pick up the town.

Mike Kyser

Water Fluoridation Quality Award

JONESVILLE Michigan

The Centers for Disease Control and Prevention (CDC)'s support for community water fluoridation is based on more than 75 years of experience and research to show that water fluoridation is safe and effective for promoting good oral health. CDC commends this water system for providing high-quality water fluoridation for 12 consecutive months in 2021, representing a high level of operator care and accomplishment.



Casey Hannan, MPH
Director, Division of Oral Health
National Center for Chronic Disease
Prevention and Health Promotion
Centers for Disease Control and Prevention



Theresa "Tracy" J. Boehmer, P.E.
National Fluoridation Engineer, Division of Oral Health
National Center for Chronic Disease
Prevention and Health Promotion
Centers for Disease Control and Prevention



U.S. Department of
Health and Human Services
Centers for Disease
Control and Prevention



2021

January 20, 2023

The Michigan Health and Human Services Oral Health Program would like to congratulate your water system for achieving the CDC's Optimal Fluoridation Award for 2021. This is a great honor for your city and for our state. This award recognizes those public water systems that adjust the fluoride concentration in drinking water and achieve a monthly average fluoride level that is in the optimal range for 11-12 consecutive months in a year, as documented in the Water Fluoridation Reporting System (WFRS).

WFRS is a national health surveillance tool that assists states in managing their water fluoridation program. Over the past four years, 36 states have had at least one public water system in their state receive the award. In calendar year 2021, there were 1,394 adjusted systems in 28 states recognized by CDC. 70 public water systems were awarded here in Michigan.

Water utilities and their customers value the ability to demonstrate quality service. There are several award programs related to drinking water, including those conducted by the U.S. Environmental Protection Agency, the American Water Works Association, and state drinking water programs. CDC's Quality Awards can be a good opportunity to promote community water fluoridation. We hope you display your awards proudly!

Once again, congratulations on this outstanding award and for your continuing commitment to public health of all Michigan residents.

Christine Farrell, RDH, MPH
MDHHS, Oral Health Program
Dental Director

Sandy Sutton, RDH, BS
MDHHS, Oral Health Program
Community Water Fluoridation Coordinator





February 15, 2023



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

Dear City Manager:

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

On March 28, 2023, NewsNation HD will move from channel 1420 to channel 1116 on Popular TV/Digital Starter, no longer will be available on Entertainment and will be added to Sports & News on channel 1116. NewsNation will no longer be available on Entertainment and will be added to Sports & News; GriotV HD will move from channel 1116 to channel 1636 on Popular TV/Digital Starter, no longer available on Sports & News and will be added to Entertainment. Requires X1 TV Box or compatible customer owned device. HD Technology Fee required.

Also, on or around April 5, 2023, WLAJ (CW) channel 298 will no longer be available. WLAJ HD (CW) will move from channel 1054 to channel 1172. WLAJ HD (CW) will remain on channel 236. Any scheduled DVR recordings for programming on WLAJ (CW) after April 5th will automatically be deleted, and future CW recordings will need to be reset to record on WLAJ HD (CW) channels 236/1172.

Additionally, on April 11, 2023, INSP and INSP HD will move from Limited Basic/Choice TV to Entertainment and Digital Starter; INSP HD will move from channel 1655 to channel 1431; Great American Family will move from channel 1620 to channel 1461 remaining on Entertainment and Digital Starter; Requires X1 TV Box or compatible customer owned device. HD Technology Fee required to receive HD channels. WTOL (CBS) will only be available on channel 1195. Channels 11/1011 will no longer be available. CBS programming is also available on WLNS channels 6; HD 233/1006.

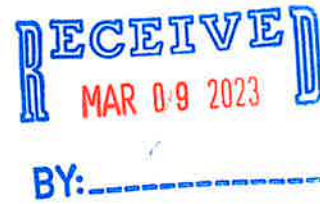
Please feel free to contact me at 248-924-4917 if you have any questions.

Sincerely,

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



March 7, 2023



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

Dear City Manager:

We are committed to keeping you and our customers informed about changes to Xfinity TV services. Accordingly, please note the following changes to the Xfinity services provided in your community:

- Effective April 3, 2023, the monthly subscription for HBO and HBO Max will increase from \$14.99 to \$15.99 per month as a result of a recent increase in HBO and HBO Max programming costs.
- Effective May 12, 2023, ShopHQ will no longer be available with Xfinity.

Customers are receiving notice of these changes in their bill.

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

Sincerely,

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