

****Subject to Council Approval****

**JONESVILLE CITY COUNCIL
Minutes of November 20, 2024**

A meeting of the Jonesville City Council was held on Wednesday, November 20, 2024 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: Dean Adair II, Chris Grider, Brenda Guyse, George Humphries Jr., Andy Penrose and Annette Sands.

Also present: Manager Gray, DPW Supt. Crouch, Public Safety Director Lance, Deputy Fire Chief Riggs, Finance Director Spahr, Attorney Lovinger, WWTP Supt Mullaly, Dominic and Delesha Padula, Lisa Adair, Mike Miller (Key Opportunities), Beau June, Chad and Nicole Benson, Jan Penrose, Daren and Emily Young, Tim and Christine Bowman, Dean and Mary Adair, Kurtis Bulloch, Greg Bailey (Bailey Hodshire & Co.), Scott Lucas, Cassidy Taylor, Greg Draper, Gaike Draper, Roger Sands, Harrison Sands, Don Toffolo, and Corey Murray.

Brenda Guyse led the Pledge of Allegiance and moment of silence.

Clerk Means administered the Oath of Office to Mayor Gerry Arno, and Councilmembers Dean Adair II, Andy Penrose and Annette Sands.

A motion was made by Brenda Guyse and supported by George Humphries to approve the agenda as presented with one amendment; Remove the following: 10. D. New Business - Chicago Street Road Diet and Streetscape Plans. All in favor. Motion carried.

Mayor Arno presented a Proclamation to Delesha Padula to commemorate more than 6 years of dedicated service to the Jonesville City Council, and the people of Jonesville. Delesha was recognized for her leadership and positive representation of the City Council, having also served as a member of the Council Budget Committee and Council Personnel Committee, and as Mayor Pro-Tem. Sincere gratitude was expressed to Delesha for her service and offered best wishes for her continued success and prosperity. Councilmember Andy Penrose spoke on behalf of Delesha, thanking her for her service to Jonesville.

A motion was made by Brenda Guyse and supported by Chris Grider to approve the minutes of October 16, 2024 - Regular Meeting. All in favor. Motion carried.

A motion was made by Andy Penrose and supported by Brenda Guyse to receive the minutes of Economic Development Partnership of Hillsdale County – September 12, 2024; Region 2 Planning Commission - September 12, 2024; Planning Commission – October 9, 2024; and LDFA - October 16, 2024. All in favor. Motion carried.

Brenda Guyse made a motion and was supported by George Humphries Jr. to schedule a Public Hearing for Wednesday, December 18, 2024 at 6:30 p.m. at the Jonesville City Hall for the purpose of amending the Ordinance for Sale of Property – Policy and Procedure. All in favor. Motion carried.

A motion was made by Brenda Guyse and supported by Andy Penrose to consider a park land donation for the purpose of development of a dog park; 1) Approval of the request for land division. The subject property is in a platted subdivision and division of such a lot requires approval of the City Council, pursuant to Section 28-55(i) of the Code of Ordinances. The donor has submitted a complete application for this purpose; 2) Acceptance of the Donation Agreement prepared by the donor to grant the land to the city. The agreement has been reviewed and approved by legal counsel. The motion to accept the agreement is conditioned upon a satisfactory title search and includes authorization for the City Manager to execute documents necessary to complete the transfer of property; 3) and to authorize the City Manager to execute and file a restrictive covenant that would combine the donated property to Wright Street Park. All in favor. Motion carried.

Dean Adair II made a motion and was supported by George Humphries Jr. to approve Resolution 2024-16. Dean Adair II made a motion to amend the Ordinance – Rules of Order of the Jonesville City Council; 3.11 (d) Persons addressing the Council shall limit their comments to not more than ~~three (3)~~ **five (5)** minutes or other time limit set by the Chair. Chris Grider supported the motion. All in favor of proposed amendment. Motion carried. Roll Call Vote: Ayes: Dean Adair II, Chris Grider, Brenda Guyse, George Humphries Jr., Andy Penrose, Annette Sands, and Gerry Arno. Nays: None. Absent: None. Motion carried.

A motion was made by Brenda Guyse and supported by Chris Grider to appoint Councilmember Andy Penrose as Mayor Pro-Tem. All in favor. Motion carried.

Greg Bailey of Bailey Hodshire & Co. P.C. presented the June 30, 2024 audit report for the City of Jonesville. Mr. Bailey stated that the City had a “highest form of clean” audit with no issues being found. Mr. Bailey commended the City Council and City staff for again having a commendable audit.

A motion was made by George Humphries Jr. and supported by Annette Sands to receive the June 30, 2024 Audit Report as presented. Roll Call Vote: Ayes: Dean Adair II, Chris Grider, Brenda Guyse, George Humphries Jr., Andy Penrose, Annette Sands and Gerry Arno. Nays: None. Absent: None. Motion carried.

Chris Grider made a motion and was supported by George Humphries Jr. to approve the amendment to the Planned Unit Development Agreement for 439 Beck Street and authorize the City Manager and Clerk to execute the amendment agreement due to Michigan Department of Transportation (MDOT) advising that one driveway access would have to be eliminated. All in favor. Motion carried.

A motion was made by Brenda Guyse and supported by Chris Grider to appoint and re-appoint the following board and commission members:

Cemetery Committee

Shea Dow	Re-Appoint	3 Year Term (2027)
Charlie Pfau	Re-Appoint	3 Year Term (2027)

Local Development Finance Authority (LDFA)

Linda Garcia	Re-Appoint	4 Year Term (2028)
Rick Schaerer	Re-Appoint	4 Year Term (2028)

Planning Commission

Kayla Thompson	Appoint	3 Year Term (2027)
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Zoning Board of Appeals

Todd Shroats	Re-Appoint	3 Year Term (2027)
David Windle	Re-Appoint	3 Year Term (2027)

Staff will be seeking applicants to fill board vacancies on the Planning Commission (replacing Annette Sands), Zoning Board of Appeals (replacing Kayla Thompson), and Cemetery Committee (replacing Mike Kyser). All in favor. Motion carried.

A motion as made by Brenda Guyse and supported by Chris Grider to appoint the following Council members to the following Boards and Committees:

CITY COUNCIL SUBCOMMITTEES

Budget Committee

Members:

Gerry Arno, Mayor	2-Years (ending Nov. 2026)
Andy Penrose, Mayor Pro-Tem	2 Years (ending Nov. 2026)
Chris Grider	2 Years (ending Nov. 2026)

Personnel Committee

Members:

Gerry Arno, Mayor	2-Years (ending Nov. 2026)
Andy Penrose, Mayor Pro-Tem	2-Years (ending Nov. 2026)
Chris Grider	2-Years (ending Nov. 2026)

CITY BOARDS AND COMMITTEES

Cemetery Committee

Representative:

Brenda Guyse	3-Years (ending Nov. 2027)
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Citizenship Committee

Representatives:

Brenda Guyse	3-Years (ending Nov. 2027)
Andy Penrose	3-Years (ending Nov. 2027)
Annette Sands	3-Years (ending Nov. 2027)

Downtown Development Authority

Representative:
Gerry Arno, Mayor 2-Years (ending Nov. 2026)

Local Development Finance Authority

Representative:
Gerry Arno, Mayor 2-Years (ending Nov. 2026)

Planning Commission

Representative:
Brenda Guyse 3-Years (ending Nov. 2025)

Redevelopment RFP/City Facilities Recommending Committee

Representatives:
Dean Adair II 2-Years (ending Nov. 2026)
George Humphries Jr. 2-Years (ending Nov. 2026)

Zoning Board of Appeals

Representative:
George Humphries Jr. 3-Years (ending Nov. 2027)

OUTSIDE BOARDS

Headwaters Recreation Authority

Representatives:
Gerry Arno, Mayor 2-Years (ending Nov. 2026)
Dean Adair II 2-Years (ending Nov. 2026)

Region 2 Planning Commission

Representative:
Andy Penrose 2-Years (ending Nov. 2026)

All in favor. Motion carried

A motion was made by Chris Grider and supported by Andy Penrose to accept the recommendation to waive the purchasing policy and approve the purchase of a 2025 AWD Ford Interceptor Utility Vehicle (to replace the 2019 patrol vehicle) for a total of \$48,255.08. All in favor. Motion carried.

Dean Adair II made a motion and was supported by Brenda Guyse to approve Resolution 2024-17 - Reschedule December Board of Review Meeting. The Resolution will move the date and time from Friday, December 20th at 1:00 p.m. to Friday, December 13th at 12:00 p.m. Roll Call Vote: Ayes: Dean Adair II, Chris Grider, Brenda Guyse, George Humphries Jr., Andy Penrose, Annette Sands and Gerry Arno. Nays: None. Absent: None. Motion carried.

A motion was made by George Humphries Jr. and supported by Dean Adair to approve Resolution 2024-18 - Membership in the West Michigan Health Insurance Pool. The Resolution will authorize membership in the Pool and to name the City Manager as Trustee and Finance Director as alternate for the purpose of executing all necessary Documents. Employees will have the option of choosing health insurance coverage that is in their best interest.

1. \$2,000/\$4,000 deductible plan, with a 20% employee premium co-share. Annual employer Health Savings Account (HSA) contributions will be \$1,000/single, \$2,200/two-persons, and \$2,550/Family.
2. \$3,000/\$6,000 deductible plan, with no employee premium co-share or employer HAS contribution.

Roll Call Vote: Ayes: Dean Adair II, Chris Grider, Brenda Guyse, George Humphries Jr., Andy Penrose, Annette Sands and Gerry Arno. Nays: None. Absent: None. Motion carried.

Brenda Guyse made a motion and was supported by Andy Penrose to accept the recommendation from the Downtown Development Authority (DDA) for the new city logo, incorporating the tagline, "The Real Deal". All in favor. Motion carried.

A motion was made by Chris Grider and supported by Brenda Guyse to approve Pay Request No. 4 – West and Adrian Street Improvement Project in the amount of \$390,732.20, largely covering storm sewer, concrete curb and sidewalks. All in favor. Motion carried.

Dean Adair II made a motion and was supported by Brenda Guyse to approve the Contract Modification No. 4 – Maumee Street Construction Project in the amount of \$4,179.95. Michigan Department of Transportation will bill for this amount at a later date. It was discovered that a quantity of concrete that had been installed in the project had not previously been accounted for or billed, due to a data entry error. The total cost was \$23,202.00, with the grant funding 81.85%. All in favor. Motion carried.

The Fiscal Year 2024-25 First Quarter Budget Comparison (July 1, 2024 – September 1, 2024) was provided to Council.

Andy Penrose made a motion and was supported by Brenda Guyse to approve the Accounts Payable for November 2024 in the amount of \$89,187.96. All in favor. Motion carried.

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

Mayor Arno adjourned the meeting at 7:43 p.m.

Submitted by:

Cynthia D. Means
Clerk

Gerald E. Arno
Mayor