



**CITY OF JONESVILLE
COUNCIL AGENDA
AUGUST 21, 2024 - 6:30 P.M.
JONESVILLE CITY HALL, 265 E. CHICAGO STREET**

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

2. APPROVAL OF AGENDA

3. PUBLIC COMMENTS

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

4. PRESENTATIONS AND RECOGNITIONS

A. None

5. PUBLIC HEARING AND SUBSEQUENT COUNCIL ACTION

A. None

6. REPORTS AND RECOMMENDATIONS

- A. Consider Capital Expenditures – Wastewater and Water [Action Item]
- B. Consider Capital Expenditures – Parks [Action Item]
- C. Set Special Meeting [Action Item]
- D. Payment of Invoice – Maumee Street Construction Project [Action Item]
- E. Fiscal Year 2023-24 Year End Budget Amendments [Action Item]
- F. Sale of Real Property – Policy and Procedure [Action Item]

7. COUNCIL MINUTES

- A. July 17, 2024 Regular Meeting [Action Item]
- B. July 17, 2024 Special Meeting [Action Item]

8. ACCOUNTS PAYABLE

- A. Accounts Payable for August totalling \$225,041.32 [Action Item]

9. BOARD AND COMMISSION MINUTES

- A. Downtown Development Authority – July 9, 2024 (Arno) [Action Item]
- B. Planning Commission – July 10, 2024 (Guyse)

(City Council 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
 - 1. Police – Public Safety Director Lance
 - 2. Fire – Deputy Chief Riggs
- B. Water/Wastewater Treatment Plant – Superintendent Hughes
- C. Department of Public Works – Superintendent Crouch
- D. Cash Report – Finance Director Spahr
- E. Cemetery Report – Manager Gray

11. OTHER BUSINESS

12. ADJOURN



To: Jonesville City Council
From: Jeffrey M. Gray, City Manager 
Date: August 16, 2024
Re: Manager Report and Recommendations –August 21, 2024 Council Meeting

6. A. Consider Capital Expenditures – Wastewater and Water [Action Item]

This agenda item is to consider two budgeted expenditures in the Wastewater Treatment Plant. During a recent inspection, the electrical transformer at the plant was found to have developed a small leak. There are a limited number of area firms qualified to complete this work. Staff has obtained the attached quote from Aladdin in Jackson, MI in the amount of \$16,370 to re-gasket and test the equipment. A second area firm had proposed a substantial service charge to quote the work; staff declined to consider the company.

The second is for overhaul of the pump in Well #2 at the Iron Removal Plant. The pump was last overhauled with the refurbishment of the plant in 2019. The City has a long-standing relationship with Peerless Midwest for the evaluation and service of our pumps, and staff is recommending that Council approve complete refurbishment in the amount of \$29,660 without competitive bid.

A motion is necessary approve the two contracts. *Please refer to the quotes from Aladdin and Peerless Midwest, respectively.*

6. B. Consider Capital Expenditures – Parks [Action Item]

The City has budgeted for the replacement of trash receptacles in Wright Street Park and Carl Fast Park, as well as completion of the Carl Fast Park playground improvements. Staff sought comparative quotes from three suppliers. The low quote for trash receptacles (with lids!) and plastic timber border for the playground was received from AAA State of Play in the amount of \$24,038. The low quote for rubber mulch came from a relatively local source, Cobalt Rubber in Sturgis, MI. In addition to a bulk discount, the City will have reduced freight costs, as we are able to retrieve the material from the facility with our own equipment. The quote for 36 tons of mulch is \$17,100. Sufficient funds will remain in the budget for concrete work associated with the playground and receptacles. The plan for the playground area that was developed by the Planning Commission is attached. A motion is necessary to approve the expenditures. *Please refer to the Carl Fast Park playground plan and respective quotes.*

6. C. Set Special Meeting [Action Item]

Just as continuing education is important for the staff, the Council Budget and Personnel Committee is recommending a continuing education session for the City Council. The session would be led by instructors from the Michigan Municipal League. Staff is working to finalize the agenda; topics would include conduct of meetings, including parliamentary procedure, laws, motions, conduct and decorum; as well as the Open Meetings Act, Freedom of Information Act, and ethics. The cost of the session is \$1,800.

The session would last roughly three hours. A start time of 5:30 or 6:00 p.m. is recommended; staff can arrange a meal for attendees. Council and candidates for office would be invited to attend; Council may want to consider whether you want to invite other City boards and committees to the event. The Police Department is large enough to accommodate a Council session; staff will need to seek a larger venue if additional boards will be invited. The proposed meeting date is Wednesday, September 25th. A motion will be necessary to set the special meeting.

6. D. Payment of Invoice – Maumee Street Construction Project [Action Item]

A portion of the Maumee Street construction project is funded by a Small Urban Area grant through the Michigan Department of Transportation (MDOT). The contractor is paid progress billings by MDOT, with the state invoicing the City for the local grant match, and the water infrastructure portion of the project. The final project invoice is attached in the amount of \$107,520.27. I recommend a motion for payment of the final project invoice. *Please refer to the MDOT Maumee Street project invoice.*

6. E. Fiscal Year 2023-24 Year End Budget Amendments [Action Item]

I recommend Council consider a motion to approve the budget amendments as submitted by Finance Director Spahr for FY 2023-24 (Fiscal Year ending June 2024). Brief explanations for the line-item adjustments are provided in parentheses following each item. Net changes to the respective fund balances are noted, as well. Only the Major Streets and Downtown Development Authority budgets will have a net impact to fund balance. In Major Streets, the impact is associated with the changes in scope to the Maumee Street project. In the DDA, the Downtown streetscape project had originally been budgeted in the prior fiscal year. Although the expenditures were previously amended out of the budget, the grant revenue was not. Finance Director Spahr will provide further detail on individual line items as requested. A motion and vote is necessary to amend the budget. *Please refer to the attached budget amendment spreadsheet and estimated year-end fund balances.*

6. F. Sale of Real Property – Policy and Procedure [Action Item]

Council entertained an offer for the purchase of the property located at 148 Jermaine Street at the July 17th meeting and acted to refer the offer to the Budget Committee. Following discussion, the Committee is recommending that Council adopt a standing policy for the sale of property, as well as a Request for Proposals from qualified realtors for the sale of the lot. Staff is currently gathering samples from other communities to present to Council at a future meeting. It is recommended that Council consider a motion to accept the recommendation of the Budget Committee.

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:

- Continuing Education Certificates, Finance Director Spahr (2)
- Comcast re: Programming



4809 JAMES McDIVITT
 JACKSON, MICHIGAN 49201
 P: 517.750.9955
 F: 517.750.4922
 ALADDINJACKSON.COM

Proposal

Proposal No	Date	Salesperson
4514	5/22/2024	AARON WISELEY

Customer	Work to be Performed at
City of Jonesville 265 E. Chicago Rd Jonesville, MI 49250 Charles Crouch Phone: (517) 398-3545 Cell: Fax: Email: CCrouch@Jonesville.org	Jonesville WWTP 111 Ecology Drive Jonesville, MI 49250
Work Requested	

Labor and material cost for the Complete Re-Gasket and testing of the 500kva pad-mount transformer located at 111 Ecology Drive.

This work includes:

- Lower oil permitting access to transformer internals.
- Remove access cover plate and replace gaskets for HV bushings, LV bushings, bayonet fuses, any DETC or DV switches, all gauges & valves, and inspection lid.
- Apply pressure to equipment and investigate for any leaks.
- Re-fill the transformer with stored oil through a 5-micron filter press.
- Perform electrical tests on transformer including TTR, winding resistance, and insulation resistance.
- Perform oil sampling tests D3612, D1533b, and oil screen.
- Restore power to transformer and test voltage.

All work to be performed during normal business hours Tuesday thru Thursday.
 Should it be determined that additional replacement parts are required, this will be brought to your immediate attention. Costs for such shall be quoted in addition to the price below and may require additional mobilization.

Total:	16,370.00
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Acceptance of Proposal

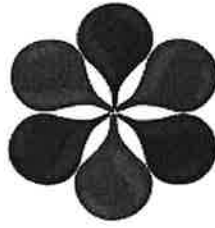
The above price is satisfactory and hereby accepted. Work is authorized to begin as specified.

Authorized Signature: _____ Date: _____

Billings will be monthly with terms, NET. This proposal may be withdrawn if not accepted within 30 days. This proposal is subject to our General Terms and Conditions for Services. Please contact our office for a copy.

PEERLESS-MIDWEST, INC.

55860 Russell Industrial Parkway
 Mishawaka, IN 46545
 574-254-9050



**PEERLESS
 MIDWEST**
 An Employee Owned Company

City of Jonesville
Attn: Ed Hughes
265 Chicago Street
Jonesville, MI 49250

Our No: ALG-042924
 Your No: _____

Date April 29, 2024

REFERENCE Jonesville, MI - Well #2 Pump Overhaul

QUANTITY	DESCRIPTION	PRICE
	<p>Per the recent maintenance testing that was ran earlier this year, the Well #2 Pump is showing signs of wear as it is performing 27.3% below its rated design curve and was last overhauled in 2019. Based on the declining performance and average service cycle of 4-6 years, this pump should be pulled for overhaul. The following pricing is inclusive of all labor, equipment and material required to repair the Well #2 Pump as follows:</p> <p>Normal Wearing Parts: Includes labor to pull the pump and disassemble. Normal Wearing Parts: Includes motor repair, bearings, bronze tubing, stuffing box bearing, head and motor line shaft, shop labor, rub rings, gauges, and bolting.</p> <p>All New From The Head Down: Includes everything listed above and also an all new bowl assembly (2 stage K10MC, 500 GPM @ 88' TDH), all new stainless steel 1" line shaft (45'), and all new 6" schedule 40 column pipe (50').</p>	<p>\$24,065.00</p> <p>\$29,660.00</p>
STATE SALES TAX, IF APPLICABLE, IS NOT INCLUDED		

TERMS NET-30
 START Upon Authorization
 COMPLETE _____
 ACCEPTED BY _____

Normal Wear Parts: \$24,065.00
 New From Head Down: \$29,660.00

PEERLESS-MIDWEST, INC.

BY Adam L. Gerstbauer
 Adam L. Gerstbauer

Carl Fast Park Playground Improvements

Park Street

(on street parallel parking, x18 spaces)



Key:

Equipment

- 1-Caterpillar Climber
- 2-Swing Set
- 3-Tire Swing
- 4-Saucer

Amenities

- A-Existing Picnic Table
- B-New Trash Can
- C-Relocated Bench
- D-Little Free Library
- E-Sidewalk Approaches

Jeff Gray

From: Charles Crouch
Sent: Friday, August 16, 2024 5:02 AM
To: Jeff Gray
Subject: Fwd: Rubber mulch update.

Good morning, Jeff
This came in and looks like it's exactly what we thought it would be.

Get [Outlook for iOS](#)

From: Kristian Lazaro <klazaro@cobaltrubber.com>
Sent: Thursday, August 15, 2024 7:09:26 PM
To: Charles Crouch <ccrouch@jonesville.org>
Subject: Re: Rubber mulch update.

Good afternoon, Charles

I apologize for the large delay, I am currently on vacation and am just now getting to this.

I looked over my notes to check how much of a bulk price I quoted you for. Yes, the bulk price is still good. For 36 super sacks of brown mulch, it would be \$17,100.

Just let me know how soon you need this by.

Get [Outlook for Android](#)

From: Charles Crouch <ccrouch@jonesville.org>
Sent: Thursday, August 15, 2024 3:45:50 PM
To: Kristian Lazaro <klazaro@cobaltrubber.com>
Subject: Rubber mulch update.

Hello,
Could you please Re-quote me at 36 super sacks of the brown rubber mulch. I wanted to know if a lesser total amount would still qualify for The reduced price, you quoted me back in July?
Thanks,
Charles Crouch
City of Jonesville
Get [Outlook for iOS](#)



NVB Playgrounds
d/b/a AAA State of Play
10859 E Washington St. Ste 100
Indianapolis, IN 46229
Phone: (877) 826-2776
Local: (317) 826-2777
Fax: (317) 245-2375

Ship Via: Freight
Request By: Kelly
Quote Out: 8/16/2024
Tax Exempt #: TECCERT

Quote #846751

Customer ID: 31462

Visit:
www.AAASSTATEOFPLAY.com
for more great deals

Bill To

City of Jonesville
 Olivia Johnson
 265 E Chicago Street
 Jonesville, MI 49250 USA
 ojohnson@jonesville.org
 Ph: (517) 849-2104
 Fax:

Ship To:

City of Jonesville
 Olivia Johnson
 111 Ecology Drive
 Jonesville, MI 49250 USA
 Ph: (517) 849-2104

Product ID	Description	Weight	Qty	Price	Amount
RSM32S00000	MyTCoat Trash Receptacle - Surface Mount	3 lbs	22	\$75.00	\$1,650.00
RDT32S00000	MyTCoat 32 Gallon Steel Trash Receptacle Lid - Advantage Coating	10 lbs	22	\$177.00	\$3,894.00
RLN32P00000	MyTCoat 32 Gallon Plastic Liner - Black	8 lbs	22	\$51.00	\$1,122.00
RRD32B00000	MyTCoat 32 Gallon Honeycomb Steel Trash Receptacle - Advantage Coating	81 lbs	22	\$592.00	\$13,024.00
TIMBER 12"	4 Foot x 12-inch Timber with Stake	12 lbs	72	\$26.00	\$1,872.00
BREC012	12" Border/ Ramp End Caps		6	\$25.00	\$150.00
BLTH	Galvanized Steel Spike 24"	3 lbs	6	\$10.00	\$60.00

Subtotal: \$21,772.00

Shipping: \$2,266.00

QUOTE ONLY
VALID FOR 30 DAYS FROM DATE OF ISSUE

If submitting a PO: Please CC orders@aaastateofplay.com and your sales person with reference to your quote number in the subject line. POS ONLY ACCEPTED FROM GOVERNMENT ENTITIES UNLESS OTHERWISE APPROVED.

Sales Tax: \$0.00
Total Weight: 3,126 lbs
Installation:
Total: **\$24,038.00**

Due to supply chain issues industry wide, we are currently experiencing longer than average lead times from most manufacturers.

Effective March 1st, 2023 NVB Playgrounds, Inc. has instituted a

Customer ID: 31462

Quote ID: 846751

Customer Order Number:

Product ID	Description	Weight	Qty	Price	Amount
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storage policy on equipment that does not leave our dock in a timely manner. For additional information please visit <https://www.aaastateofplay.com/aaa-state-of-play-policies/>

It is the customer's responsibility to provide a valid phone number for deliveries. In the event that a courier cannot reach you, or changes are made to delivery services, all additional fees will be paid by the customer.

Notes

The trash receptacles ship freight by appointment. Customer is to unload freight.
The border and end caps ship freight by appointment with lift gate from IN.

STATEMENT	Customer Name CITY OF JONESVILLE	PAGE 1
Remit to: State of Michigan Attn: Finance Cashier P.O. Box 30648 Lansing MI 48909	Customer Account Number MDOT00211	Statement Closing Date 07-04-24
		Due Date 08-03-24
	AR Dept/BPRO 591:ACT51	Amount Enclosed

Bill to:
CITY OF JONESVILLE
JONESVILLE CITY TREASURER
265 E. CHICAGO
JONESVILLE MI 49250

Payment Method: Check Money Order
Please write Customer Account No. on front of Check or Money Order.
DO NOT MAIL CASH

Please check if address has changed. Write correct address on back of stub and attach with payment.

Please detach the above stub and return with your remittance payable to Dept. of Transportation

Transportation



RECEIVED
JUL 24 2024

BY: _____

ORIGINAL

Customer Account Number MDOT00211	Statement Closing Date 07-04-24
Customer Name CITY OF JONESVILLE	IF YOU HAVE ANY QUESTIONS, PLEASE CALL

Current Period Charges

Description	Date	Transaction ID	Charges
-	06-28-24	CARE1591REIM24001301	\$81,405.81
-	06-28-24	CARE1591REIM24001301	\$10,817.50
-	06-28-24	CARE1591REIM24001301	\$15,296.96

Important Customer Information

202-451-975.00

CONTACT :	591
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MDOT
Michigan Department of Transportation
Statement Date: 07/08/2024



BY: _____

MDOT00211 - CITY OF JONESVILLE

Program: 202988CON

Federal Project: 22A0825

Description: Maumee St Resurface - Mill 1.5" and Repave. Repair and replace damaged, deteriorated, or hazardous sections of sidewalks, as needed. Improve sidewalk ramps to meet ADA standards, as needed.

Phase: 01 Construction Contract

Funding Profile	Fed Pro Rata	Jrnl Description
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A00141		#MULTIVALUE	2022-5407 CITY OF JONESVILLE		
	Current Budget	Cash Expenditures	Collected	Balance Due	
Federal	415,438.30	415,438.30			
Local	191,235.12	202,052.62	109,829.31	92,223.31	

Funding Profile	Fed Pro Rata	Jrnl Description
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A00142			2022-5407 CITY OF JONESVILLE		
	Current Budget	Cash Expenditures	Collected	Balance Due	
Local	39,400.00	106,723.65	91,426.69	15,296.96	

Phase: 03 Advertising

Funding Profile	Fed Pro Rata	Jrnl Description
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A00141		81.85			
	Current Budget	Cash Expenditures	Collected	Balance Due	
Federal	163.70	24.95			
Local	36.30	5.53	0.00	0.00	

Vendor Code	Vendor Legal Name	Vendor Alias/DBA Name
MDOT00211	CITY OF JONESVILLE	

Instruction: Instruction: Remit this listing of Balance Due by Program with the payment. Payments will be applied to all programs with a balance due, unless otherwise noted.

Statement Date: 07/08/2024

- Pay in Full (default if neither box is checked)
- Manual allocation specified by Program in Paid Amount below

Remittance information:

State of Michigan
 Attention: Finance Cashier
 P.O. Box 30648
 Lansing, MI 48909

Program	Balance Due
202988CON -	107,520.27

CITY OF JONESVILLE
2023 - 2024 BUDGET AMENDMENTS
June 30, 2024

	CURRENT BUDGET	AMENDED BUDGET	+ OR (-) CHANGE
GENERAL FUND			
<u>REVENUE</u>			
665 Interest Earnings (under-budgeted)	\$ 10,000	\$ 100,000	\$ 90,000
678 Reimbursements - Misc (City Hall insur reimb/carryover)	\$ 285,000	\$ -	\$ (285,000)
<u>EXPENSE</u>			
101 CITY COUNCIL			
801.100 Professional Services - Legal (under-budgeted)	\$ 3,000	\$ 5,500	\$ (2,500)
172 CITY MANAGER			
702 Salaries & Wages (Per contract)	\$ 92,588	\$ 98,000	\$ (5,412)
716 Retirement - Employer Match (under-budgeted)	\$ 4,200	\$ 6,000	\$ (1,800)
191 ELECTIONS			
727 Office Supplies (under-budgeted)	\$ 1,000	\$ 3,000	\$ (2,000)
253 TREASURER			
964 Tax Refunds/Rebates (bldg demo returned to Hills Co Treas)	\$ -	\$ 14,000	\$ (14,000)
258 ASSESSOR			
727 Office Supplies (not enough budgeted)	\$ 500	\$ 750	\$ (250)
265 CITY HALL			
975 Additions & Improvements (upper floors/carryover to FY25)	\$ 285,000	\$ 4,000	\$ 281,000
977 Equipment (City Hall furniture)	\$ 25,000	\$ 14,000	\$ 11,000
301 POLICE DEPARTMENT			
702.600 Salaries/Wages - Patrol (over-budgeted)	\$ 50,547	\$ 20,000	\$ 30,547
977 Equipment	\$ 5,000	\$ 8,200	\$ (3,200)
336 FIRE DEPARTMENT			
742 Uniforms/Clothing (under-budgeted)	\$ 500	\$ 5,000	\$ (4,500)
863 Car/Truck Maintenance (under-budgeted)	\$ 8,000	\$ 15,000	\$ (7,000)
977 Equipment - Misc (hose tarp/rescue equipment)	\$ 12,000	\$ 23,000	\$ (11,000)
977.100 Equipment - Radios (not used)	\$ 1,000	\$ 7,300	\$ (6,300)
977.200 Equipment - Hose & Appliances (not used)	\$ 7,500	\$ 5,800	\$ 1,700
443 SIDEWALKS			
801 Professional Services (Streetscape engineering)	\$ 1,000	\$ 2,000	\$ (1,000)
444 DEPARTMENT OF PUBLIC WORKS			
702 Salaries & Wages (Not enough budgeted)	\$ 10,000	\$ 17,500	\$ (7,500)
716 Health Insurance (Not enough budgeted)	\$ 1,800	\$ 4,500	\$ (2,700)
448 STREET LIGHTING			
921 Electricity (Not enough budgeted)	\$ 33,000	\$ 36,000	\$ (3,000)
975 Additions & Improvements (DDA traffic signal final bill)	\$ -	\$ 1,200	\$ (1,200)
526 SANITARY LAND FILL			
818.100 Contractual - Spring Clean Up (Aug 2022/April 2023)	\$ 7,000	\$ 8,000	\$ (1,000)

2023 - 2024 BUDGET AMENDMENTS

June 30, 2024

	CURRENT BUDGET	AMENDED BUDGET	+ OR (-) CHANGE
751 RECREATION			
740 Operating Supplies (under-budgeted)	\$ 5,000	\$ 7,000	\$ (2,000)
770 PARKS			
702 Salaries & Wages (Not enough budgeted)	\$ 3,200	\$ 11,000	\$ (7,800)
940 Equipment Rental (not enough budgeted)	\$ 1,200	\$ 4,535	\$ (3,335)
975 Additions & Improvements (Fast Park Tire Swing)	\$ -	\$ 3,700	\$ (3,700)
780 RAIL/TRAIL			
702.050 Salaries & Wages - DPW (Not enough budgeted)	\$ 2,250	\$ 3,300	\$ (1,050)
858 FRINGE BENEFITS			
702 Salaries & Wages (not enough budgeted)	\$ 34,000	\$ 50,000	\$ (16,000)
715 Employer's Share FICA/Medicare (Not enough budgeted)	\$ 2,100	\$ 4,000	\$ (1,900)
716 Health Insurance (Not enough budgeted)	\$ 3,500	\$ 5,000	\$ (1,500)
865 INSURANCE			
910 Insurance (not enough budgeted)	\$ 14,500	\$ 16,100	\$ (1,600)
897 OTHER ACTIVITIES			
965.203 Contributions to Local St (Property taxes - under-budgeted)	\$ 259,000	\$ 275,000	\$ (16,000)
GENERAL FUND CHANGE IN ESTIMATED YEAR END FUND BALANCE			\$ -
<u>MAJOR STREETS</u>			
<u>REVENUE</u>			
574 State Shared Revenue (under-budgeted)	\$ 259,639	\$ 267,500	\$ 7,861
580 State Shared Revenue - METRO Act (under-budgeted)	\$ 6,000	\$ 8,300	\$ 2,300
665 Interest Earnings (under-budgeted)	\$ 5,000	\$ 32,400	\$ 27,400
<u>EXPENSE</u>			
451 STREET CONSTRUCTION			
801.100 Professional Services (Not budgeted)	\$ -	\$ 45,500	\$ (45,500)
975.100 Additions & Improvements (not enough budgeted)	\$ 567,000	\$ 645,250	\$ (78,250)
465 ROUTINE MAINTENANCE			
818 Contractual (Not enough budgeted)	\$ 30,000	\$ 32,250	\$ (2,250)
940 Equipment Rental (not enough budgeted)	\$ 20,000	\$ 22,000	\$ (2,000)
478 WINTER MAINTENANCE			
702 Salaries/Wages (over-budgeted)	\$ 4,000	\$ 2,500	\$ 1,500
740 Operating Supplies (over-budgeted)	\$ 5,000	\$ 2,500	\$ 2,500
940 Equipment Rental (over-budgeted)	\$ 11,000	\$ 5,000	\$ 6,000
MAJOR ST CHANGE IN ESTIMATED YEAR END FUND BALANCE			\$ (80,439)
<u>STATE HWY</u>			
<u>EXPENSE</u>			
465 ROUTINE MAINTENANCE			
940 Equipment Rental (not enough budgeted)	\$ 4,500	\$ 6,500	\$ (2,000)
900 ADMINISTRATION			
965 Miscellaneous (Leave and benefits - too much budgeted)	\$ 5,472	\$ 3,472	\$ 2,000
ST HWY CHANGE IN ESTIMATED YEAR END FUND BALANCE			\$ -

2023 - 2024 BUDGET AMENDMENTS

June 30, 2024

	CURRENT BUDGET	AMENDED BUDGET	+ OR (-) CHANGE
<u>DOWNTOWN DEVELOPMENT AUTHORITY</u>			
<u>REVENUE</u>			
539 Grant Funds(Road Diet/Streetscape - carryover to FY25)	\$ 608,000	\$ -	\$ (608,000)
<u>EXPENSE</u>			
443 SIDEWALKS			
702 Salaries & Wages (Not enough budgeted)	\$ 600	\$ 1,100	\$ (500)
729 DEVELOPMENT ACTIVITIES			
965.200 Contrib to Gen Fund (under-budgeted)	\$ 4,734	\$ 5,100	\$ (366)
895 PROMOTIONS			
702 Salaries & Wages (Not enough budgeted)	\$ 4,300	\$ 5,800	\$ (1,500)
DDA CHANGE IN ESTIMATED YEAR END FUND BALANCE			\$ (610,366)
<u>SEWER FUND</u>			
<u>EXPENSE</u>			
527 SEWAGE DISPOSAL			
702 Salaries & Wages (over-budgeted)	\$ 140,000	\$ 128,000	\$ 12,000
863 Car/Truck Maintenance (over-budgeted)	\$ 20,000	\$ 10,000	\$ 10,000
977 Equipment (under-budgeted)	\$ 8,000	\$ 20,000	\$ (12,000)
529 INDUSTRIAL PRETREATMENT PROGRAM			
801 Professional Services (IPP development costs)	\$ -	\$ 10,000	\$ (10,000)
SEWER CHANGE IN ESTIMATED YEAR END FUND BALANCE			\$ -
<u>WATER FUND</u>			
<u>EXPENSE</u>			
537 WATER SUPPLY SYSTEM FUND			
975 Additions & Improvements (over-budgeted)	\$ 112,000	\$ 110,800	\$ 1,200
977 Additions & Improvements - New Meters (under-budgeted)	\$ 4,000	\$ 5,200	\$ (1,200)
WATER CHANGE IN ESTIMATED YEAR END FUND BALANCE			\$ -

CITY OF JONESVILLE
2023/24 ESTIMATED YEAR END FUND BALANCES

	GEN FD	MAJOR	LOCAL	STATE	L.D.F.A.	D.D.A.	DEBT SVC	SEWER	WATER	M.V.P.
Actual 22/23 EOY Fund Balance	\$1,971,775	\$713,383	\$747,149	\$19,013	\$3,248,596	\$84,538	\$0	\$1,451,211	\$844,849	\$904,113
Budgeted 23/24 Revenue	\$2,708,934	\$275,639	\$852,048	\$37,170	\$418,600	\$1,383,000	\$119,710	\$827,498	\$535,947	\$151,000
Budgeted 23/24 Expenditures	(\$2,670,486)	(\$124,897)	(\$1,084,821)	(\$37,169)	(\$294,331)	(\$1,384,558)	(\$119,710)	(\$1,516,662)	(\$691,879)	(\$180,782)
	\$2,010,223	\$864,125	\$514,376	\$19,014	\$3,372,865	\$82,980	\$0	\$762,047	\$688,917	\$874,331
Plus Depreciation								\$277,000	\$168,000	\$75,000
Amendments										
12/31/23	\$420	(\$151,398)	\$0	\$0	\$0	\$627,000	\$0	\$0	\$0	(\$2,001)
06/30/24	\$0	(\$80,439)	\$0	\$0	\$0	(\$610,366)	\$0	\$0	\$0	\$0
Fund Bal Before Res	\$2,010,643	\$632,288	\$514,376	\$19,014	\$3,372,865	\$99,614	\$0	\$1,039,047	\$856,917	\$947,330
Park Reserve	(\$54,700)									
Expansion Reserve (thru FY2023)					(\$450,000)					
Special Projects Reserve (thru FY2023)					(\$360,000)					
Infrastructure Impr. Reserve (thru FY2023)					(\$390,000)					
Est 23/24 EOY Fund Balance	\$1,955,943	\$632,288	\$514,376	\$19,014	\$2,172,865	\$99,614	\$0	\$1,039,047	\$856,917	\$947,330

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

**JONESVILLE CITY COUNCIL
Minutes of July 17, 2024**

A meeting of the Jonesville City Council was held on Wednesday, July 17, 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: Tim Bowman, Chris Grider, Brenda Guyse, George Humphries Jr., Delesha Padula and Andy Penrose.

Also present: Manager Gray, Public Safety Director Lance, Deputy Fire Chief Riggs, Attorney Lovinger, Finance Director Spahr, DPW Superintendent Crouch, WWTP Superintendent Hughes, Scott Lucas, Thomas Whitaker, Joe Ruden, Lisa Adair, Dave Betz, Nicole and Chad Benson, Robert Eichler and Ken Koopmans

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

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

Joe Ruden spoke to Council regarding a Downtown Social District and food trucks.

Robert Eichler, candidate for Hillsdale County Road Commission, spoke briefly to the City Council.

Director of Public Safety, Mike Lance, presented an informational session regarding the millage request that will appear on the August Primary Ballot for the Hillsdale County Public Safety Communications Bond Proposition. Thomas Whitaker, Director of Central Dispatch, was in attendance for the presentation as well. An Open House will be held at the Jonesville Police Department on Wednesday, July 24, 2024 from 2:30 p.m. to 6:30 p.m. to provide information to the public. Representatives from Motorola will be on hand as well to answer any questions or concerns regarding the new radios.

A motion was made by Andy Penrose and supported by Chris Grider to refer the matter of the sale of real property located at 148 Jermaine Street to the Budget Committee to discuss and recommend development of a sale procedure for presentation at a future Council meeting. All in favor. Motion carried.

Brenda Guyse made a motion and was supported by Chris Grider to accept Director Lance's recommendation to create a Police Officer Recruit Position, with a pay of \$18.00 per hour and reimbursement of academy travel and tuition costs. All in favor. Motion carried.

A motion was made by Tim Bowman and supported by Brenda Guyse to make the following appointments to various boards listed below:

Board of Review - Michael Duffey to fill the balance of an unexpired term through November 2024 and a three-year term through November 2027.

Downtown Development Authority - Rick Jenkins to fill the balance of an unexpired term through November 2024.

Planning Commission - Ken Koopmans to fill the balance of an unexpired term through November 2026.

All in favor. Motion carried.

Chris Grider made a motion and was supported by Delesha Padula to approve the Professional Services Agreement with Fleis and Vandenbrink for the Wright Street Park Concept Plan at a cost of \$13,000. All in favor. Motion carried.

A motion was made by Andy Penrose and supported by Tim Bowman to authorize payment in the amount of \$1,000 for the Domestic Harmony Contract for Services. All in favor. Motion carried.

Chris Grider made a motion and was supported by Brenda Guyse to waive ordinance requirements for community events regulating yard and garage sales for US-12 Garage Sale weekend Friday, August 9, 2024 through Sunday, August 11, 2024. All in favor. Motion carried.

A motion was made by Brenda Guyse and supported by Delesha Padula to cast a vote for the three trustees to the Michigan Municipal League Workers Compensation Fund Trustee Ballot. All in favor. Motion carried.

Brenda Guyse made a motion and was supported by George Humphries Jr. to approve the minutes of June 19, 2024. All in favor. Motion carried.

A motion was made by Andy Penrose and supported by Delesha Padula to approve the Accounts Payable for July 2024 in the amount of \$152,031.10. All in favor. Motion carried.

Delesha Padula made a motion and was supported by Tim Bowman to receive and place on file the Board and Commission minutes consisting of Region 2 Planning Commission (R2PC) – May 9, 2024; Economic Development Partnership (EDP) – May 9, 2024; and Local Development Finance Authority (LDFA) – June 19, 2024. All in favor. Motion carried.

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

At 7:35 p.m. a motion was made by Delesha Padula and supported by Brenda Guyse to move into closed session in accordance with the Michigan Open Meetings Act Section 8a, to consider the evaluation of Manager Gray, per his request. Roll Call Vote: Ayes: Delesha Padula, Tim Bowman, Chris Grider, Brenda Guyse, George Humphries Jr., Andy Penrose and Gerry Arno. Nays: None. Motion carried.

The meeting returned to open session at 8:01 p.m.

The Personnel Committee recommended recognizing Manager Gray with “Outstanding Performance”, and recommended the following retroactive to July 1, 2024:

- Provide a 3% cost-of-living increase to the annual base salary from \$97,215 to \$100,132.

Andy Penrose made a motion and was supported by Brenda Guyse to approve the above recommendation of the Personnel Committee. All in favor. Motion carried.

Mayor Arno adjourned the meeting at 8:03 p.m.

Submitted by:

Cynthia D. Means
Clerk

Gerald E. Arno
Mayor

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
AMERICAN COPPER & BRASS, LLC	LAWN METER BACKFLOW PREVENTERS	43.01
	CITY HALL REPAIRS	93.71
		136.72
APPLIED INNOVATION	CITY HALL COPIER MAINTENANCE	36.94
ARNO, VICKY L.	08/06/24 ELECTION MILEAGE	8.98
ASSOC OF PUB TREAS OF US & CASPAHR - MEMBERSHIP RENVEWAL		159.00
AT&T	LOCAL/LONG DISTANCE	869.41
	LOCAL/LONG DISTANCE	881.15
		1,750.56
AUTO-OWNERS INSURANCE	MEANS - NOTARY BOND	45.00
AXON ENTERPRISE, INC	JPD - 2 TASERS	1,333.44
BAKER, VICKI/B & B CLEANING,	CITY HALL/JPD/JFD CLEANING SERVICES	635.00
BARRETT, JILL ANN	08/06/24 ELECTION MILEAGE	34.84
BECKER & SCRIVENS, INC.	NORTH PARKING LOT/STAIN	100.00
BIOLOGICAL RESEARCH SOLUTIONS	WATER - TESTING	300.00
BRINER OIL CO., INC.	JFD - GASOLINE	20.90
	JFD - GASOLINE	20.99
	JFD - GASOLINE	24.01
	JPD/DPW/WWTP GASOLINE	437.58
	JFD - GASOLINE	63.01
	MVP - BULK TANK	159.24
	MVP - SUPPLIES	27.20
	MVP/JPD/WWTP - GASOLINE	388.10
	MVP - BULK TANK	95.14
	JPD/DPW/WWTP GASOLINE	340.31
	JFD - GASOLINE	163.40
		1,739.88
BS&A SOFTWARE	ANNUAL SOFTWARE SUPPORT FEES	3,322.00
BSN SPORTS, INC	REC - SUPPLIES	440.00
BURGER, DENNIS & JANDA	WATER SERVICE CONNECTION REFUND	325.00
BUTTERS EXCAVATING & LAWN CARC	CEMETERY MAINT/SEXTON SERVICES	3,691.67
CAPITAL ONE	WALMART - SUPPLIES/REPAIRS	609.02
	WALMART - JFD/REC/PARKS/WWTP SUPPLIES/DPW REPAIRS	1,708.77
		2,317.79
CEM SUPPLY, INC.	WWTP - MOTOR REPAIR	538.98
CINDY'S MECHANIC SERVICE, LLC	MVP - TRUCK 8 REPAIRS	184.80
CMP DISTRIBUTORS, INC.	JFD - BULLETPROOF VEST	990.00
CONSUMERS ENERGY	IRON REMOVAL PLANT ELECTRICITY	1,317.95
	JFD - EMERGENCY SIREN ELECTRICITY	45.64
	DDA - UNMETERED PARKING LOT LIGHT ELECTRICITY	36.70
	JFD - EMERGENCY SIREN ELECTRICITY	45.59
	CEMETERY ELECTRICITY	37.94
	CITY-WIDE LED LIGHT ELECTRICITY	25.53
	DDA - UNMETERED PARKING LOT LIGHT ELECTRICITY	73.15
	WWTP ELECTRICITY	10,864.40
	DPW BUILDING ELECTRICITY	226.41
	CITY HALL ELECTRICITY	521.76
	RADIO TOWER ELECTRICITY	75.38
	JFD ELECTRICITY	434.71
	JPD ELECTRICITY	502.44
	CITY HALL SECOND FLOOR ELECTRICITY	58.29
	FAST PARK ELECTRICITY	84.11
	FREEDOM MEMORIAL ELECTRICITY	90.23
	500 IND PKWY SPRINKLER METER ELECTRICITY	62.20
	100 DEAL PKWY SPRINKLER METER ELECTRICITY	65.62
	WATER TOWER ELECTRICITY	189.10
	598 IND PKWY SPRINKLER METER ELECTRICITY	58.96
	DOWNTOWN/STREETSCAPE LIGHT ELECTRICITY	267.93
	WRIGHT ST PARK ELECTRICITY	38.11
		15,122.15
COUNTRYSIDE TROPHIES	BOARD MEMBER NAME PLATES	27.00
CSZ SERVICES, LLC	ASSESSING SERVICES	5,670.00
CURRENT OFFICE SOLUTIONS	JPD COPIER MAINTENANCE	9.24

08/22/2024

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
DEPENDABLE FIRE APPARATUS, LIJFD	TRUCK 539 SERVICE	281.25
	JFD - TRUCK 535 SERVICE	907.86
	JFD - TRUCK 539 REPAIRS	168.75
		1,357.86
DINGES FIRE COMPANY	JFD - OPERATING SUPPLIES	249.35
	JFD - OPERATING SUPPLIES	129.64
	JFD - FIRE GLOVES	822.19
		1,201.18
DOMESTIC HARMONY	SERVICE CONTRACT	1,000.00
DRAB 2 FAB	UB refund for account: 000595-24	192.79
DUNLAP, MILEY R	CONCESSION STAND ASSISTANT	25.00
FIRST NATIONAL BANK OMAHA	ZOOM MEMBERSHIP/SUPPLIES	38.67
	MEANS - NOTARY RENEWAL	10.17
	CITY HALL EQUIPMENT/ZOOM/WWTP ADS/ETC	2,087.67
	REC - CONCESSION STAND SUPPLIES	1,596.04
		3,732.55
FLEIS & VANDENBRINK ENG, INC.	WWTP - IPP DEVELOPMENT	600.00
	WATER - TMF GRANT	1,607.50
		2,207.50
FOOTE TERESA S	UB refund for account: 000637-00	5.96
GALLS	JPD - UNIFORMS	250.92
	JPD - UNIFORMS	8.57
	JPD - UNIFORMS	233.70
		493.19
GREENMARK EQUIPMENT	MVP - CHAINSAW	404.99
HAVENS, MARY JANE	08/06/24 ELECTION MILEAGE	3.22
HENRY FORD ALLEGIANCE	PRE-EMPLOYMENT PHYSICAL	214.00
HENRY, JACLYN D	CONCESSION STAND ASSISTANT	25.00
HYDROCORP, INC	WATER CROSS CONNECTION PROGRAM	568.00
IDEXX DISTRIBUTION CORP.	WATER - SUPPLIES	2,100.73
INTERDYNE, INC.	UB refund for account: 016000-00	259.27
JACKSON KEY WORKS	IRP/WATER TOWER/WWTP - RE-KEY LOCKS	3,042.32
JONESVILLE HARDWARE	SUPPLIES/REPAIRS	498.33
JONESVILLE LUMBER	SUPPLIES/REPAIRS	230.93
JONESVILLE, CITY OF	L DFA - IND PARK LOT 1 PROP TAXES	423.74
	L DFA - IND PARK LOT 2 PROP TAXES	305.42
	L DFA - IND PARK LOT 4 PROP TAXES	376.96
	L DFA - IND PARK LOT 5 PROP TAXES	338.44
	L DFA - IND PARK LOT 7 PROP TAXES	357.70
	L DFA - IND PARK LOT 15 PROP TAXES	393.47
	L DFA - IND PARK LOT 16 PROP TAXES	288.91
	CITY HALL WATER/SEWER	52.95
	DDA - DRINKING FOUNTAIN	42.64
	JFD - WATER/SEWER	78.72
	JPD - WATER/SEWER	52.95
	DPW BUILDING WATER/SEWER	52.95
	WWTP WATER/SEWER	177.55
	WRIGHT ST PARK WATER/SEWER	54.61
		2,997.01
KELLER, CAMERON	UMPIRE SERVICES	175.00
KNAGGS, DAVID & CARLA	WATER SERVICE CONNECTION REFUND	325.00
LAPEW SANITATION	PORTABLE RESTROOM/WRIGHT ST PARK	165.00
LISKA, MICHELLE L, MSW, LMSW,	JPD - PRE-EMPLOYMENT SCREENING	400.00
LOVINGER & THOMPSON, P.C.	LEGAL FEES	138.75
LRS, LLC	CITY HALL/DPW/WWTP TRASH SERVICE	87.00
	JPD/JFD - TRASH/CITY RECYCLING	130.00
	SPRING CLEAN UP	7,655.58
		7,872.58
MACQUEEN EMERGENCY	JFD - OPERATING SUPPLIES	147.81
MAGDA, MARY	WATER SERVICE CONNECTION REFUND	400.00
MCNAIR, TOM	WATER SERVICE CONNECTION REFUND	300.00
MEANS, AMELIA R	CONCESSION STAND ASSISTANT	25.00
MERIT LABORATORIES	WWTP - TESTING	402.00

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
MICHIGAN GAS UTILITIES	IRON REMOVAL PLANT GAS SERVICE	59.55
	JPD GAS SERVICE	43.20
	JFD GAS SERVICE	39.86
	WWTP GAS SERVICE	345.79
	GAS LIGHT SERVICE	56.76
	CITY HALL GAS SERVICE	38.12
	DPW BUILDING GAS SERVICE	38.12
		621.40
MICHIGAN LAWN & LANDSCAPE	MOWING/WEED SERVICES	2,777.03
MORRISON, ALAN & SCOTT	WATER SERVICE CONNECTION REFUND	300.00
MUNICIPAL SUPPLY CO.	WATER/WWTP - MISS DIG PAINT/FLAGS	196.00
NEWELL, THOMAS & KELLEY	WATER SERVICE CONNECTION REFUND	375.00
NORM'S AUTO-JONESVILLE	JPD - TIRE REPLACEMENT/21 FORD	600.00
	JFD - TIRE REPAIR/19 FORD	25.00
		625.00
NORTH EAST FABRICATION CO,	INMVP - TEREX BACKHOE BUCKET REPAIR	825.00
	DPW/WWTP SIGN REPLACEMENT	19.19
		844.19
PAGE, BRITTANY	ASSISTANT REC DIRECTOR	200.00
	08/06/24 ELECTION MILEAGE	8.84
		208.84
PENROSE, ANDY	R2PC MEETING MILEAGE	38.86
POSTMASTER	POSTAGE - WATER/SEWER BILLS	363.23
PRICE, JULIA LYNN	WATER SERVICE CONNECTION REFUND	350.00
PRIORITY ONE EMERGENCY, INC	JPD - UNIFORMS	712.92
	JPD - UNIFORMS	81.17
		794.09
ROSE, ADAM	WATER SERVICE CONNECTION REFUND	375.00
ROSE, SARAH	JPD - ACADEMY MILEAGE	413.07
SAM'S CLUB/SYNCHRONY BANK	REC - CONCESSION STAND SUPPLIES	169.14
SCHAERER REAL ESTATE HOLDINGS	WATER SERVICE CONNECTION REFUND	300.00
SCHARP, JO ANN	08/06/24 ELECTION MILEAGE	20.10
SHERWIN-WILLIAMS	TRAFFIC PAINT	526.45
SHIRT SHACK, LLC	REC - UNIFORMS	8,288.75
SMITH, DAVID & RANDI	WATER SERVICE CONNECTION REFUND	325.00
SMITH, MICHAEL & MARY JO	WATER SERVICE CONNECTION REFUND	400.00
SPECTRUM PRINTERS, INC	ELECTION SUPPLIES	100.00
SPEIGEL, JAMES & AMY	WATER SERVICE CONNECTION REFUND	450.00
STATE OF MICHIGAN	MAUMEE ST RECONSTRUCTION	107,520.27
	WATER - TESTING	193.00
		107,713.27
STOCKHOUSE CORPORATION	DOOR HANGERS - WEST ST CONSTRUCTION	40.00
TRACTOR SUPPLY CREDIT PLAN	SUPPLIES/REPAIRS	148.90
TREMAINE, GERALD/DBA GLT CONCEAST/SOUTH/JERMAINE	SIDEWALK REPLACEMENT	1,932.00
TRI-COUNTY INTERNATIONAL TRUC	MVP - TRUCK 8 REPAIRS	140.07
TROMBLEY, SEAN	WATER SERVICE CONNECTION REFUND	400.00
UNIFIRST CORPORATION	MVP - SHOP TOWELS	25.25
	WWTP - UNIFORM RENTAL	52.00
	WWTP - UNIFORM RENTAL	52.00
	MVP - SHOP TOWELS	25.25
	WWTP - UNIFORM RENTAL	52.00
	WWTP - UNIFORM RENTAL	35.75
	CITY HALL/JPD - FLOOR MATS	32.25
	MVP - SHOP TOWELS	17.25
	WWTP - UNIFORM RENTAL	32.13
		323.88
US BANK	WWTP - BOND AGENT FEES	500.00
USA BLUEBOOK	WATER/WWTP - SUPPLIES	1,715.63
USALCO LLC	WWTP - SUPPLIES	5,567.82
UTILITY SERVICE CO, INC	WATER TOWER SERVICE CONTRACT	9,155.96
VC3, INC.	CLOUD PROTECTION - AUG 2024	48.00
	EXCHANGE ONLINE - AUG 2024	100.00
		148.00

08/16/2024
User: LSPAHR
DB: Jonesville

CITY OF JONESVILLE
INVOICE APPROVAL LIST
08/22/2024

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<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
VERIZON WIRELESS	JPD/WWTP/DPW-CELL PHONES/RADIO TOWER/JPD/JFD-MODEM:	334.68
WALDRON, ERIC	WATER SERVICE CONNECTION REFUND	325.00
WILSON, ERIC	WATER SERVICE CONNECTION REFUND	350.00
WOLVERINE ENG & SURVEYORS INC	WEST ST CONSTRUCTION OBSERVATION	7,205.00
YOUNG, CARSON	UMPIRE SERVICES	50.00
YOUNG, DARIN & EMILY	WATER SERVICE CONNECTION REFUND	300.00
	Total:	225,041.32

**Jonesville Downtown Development Authority
Regular Meeting
Minutes of July 9, 2024**

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

Absent: Chris Fast and one vacancy

Also Present: Larry Hummel, Fleis and Vandenbrink and Manager Jeff Gray

Chairman Don Toffolo called the meeting to order at 8:30 a.m.

Joe Ruden made a motion and was supported by Anthony Smith to approve the agenda as presented. All in favor. Absent: Chris Fast. Motion carried.

Gerry Arno made a motion and was supported by Joe Ruden to approve the minutes of the May 14, 2024 regular meeting. All in favor. Absent: Chris Fast. Motion carried.

Anthony Smith made a motion and was supported by Mary Ellen Sattler to accept the May 31, 2024 financial reports. The reports show assets, liabilities, and fund balance as of May 31, 2024, and revenue and expenditure activity for the month of May and fiscal year-to-date. All in favor. Absent: Chris Fast. Motion carried.

Larry Hummel with Fleis and Vandenbrink presented various tree species, concrete treatments, and seat wall options that can be chosen as part of the Chicago Street pavement resurfacing, road diet, and streetscape improvement project, which will be completed in 2025.

Larry showed certain tree species that MDOT allows in state highway rights of way, explaining that one or several varieties can be chosen. Joe Ruden made a motion and was supported by Abe Graves to choose Musashino Columnar Zelkova and Armstrong Gold Maple. All in favor. Absent: Chris Fast. Motion carried.

Larry presented various concrete treatments that can be used to replace the existing stamped concrete and brickwork. Penny Sarles made a motion and was supported by Abe Graves to choose a contrasting color concrete with no stamping. All in favor. Absent: Chris Fast. Motion carried.

Larry presented various seat walls that can be chosen as part of the project. Mary Ellen Sattler made a motion and was supported by Anthony Smith to purchase portable benches instead of having seat walls. All in favor. Absent: Chris Fast. Motion carried.

Discussion also included planting low-maintenance and hardy perennials in the landscape areas, ensuring that we have electricity in the tree wells, and incorporating irrigation for the flower pots.

Larry said that he will be available for the August 6th special meeting with updated plans. He also stated that they will submit 70 – 75% complete plans to MDOT by August 22nd, another preliminary submittal by October 30th, and that final submittal is due by December 6th.

Abe Graves made a motion and was supported by Anthony Smith to set a special DDA meeting for August 6th at 8:30 a.m. in the Jonesville Police Department Conference Room. Downtown business owners will be invited for input. All in favor. Absent: Chris Fast. Motion carried.

Penny Sarles made a motion and was supported by Abe Graves to schedule the South Parking Lot Improvement Project for Summer 2026, since the Streetscape Project will occur in 2025. All in favor. Absent: Chris Fast. Motion carried.

Penny Sarles made a motion and was supported by Joe Ruden to recommend appointing Rick Jenkins with Stoll Construction to fill the DDA vacancy. All in favor. Absent: Chris Fast. Motion carried.

Manager Gray provided updates regarding the progress of the Tag Line design, the former Klein Tools building, and downtown blight enforcement.

Don Toffolo thanked Cindy for another successful Recreation season. He stated that he coached two teams, and that he thought everyone enjoyed themselves.

The next scheduled special meeting is Tuesday, August 6, 2024 at 8:30 a.m., in the Jonesville Police Department Conference Room.

Joe Ruden made a motion and was supported by Penny Sarles to adjourn the meeting at 9:42 a.m. All in favor. Absent: Chris Fast. Motion carried.

Submitted by,

Lenore Spahr
Deputy Clerk

**CITY OF JONESVILLE
PLANNING COMMISSION
Minutes of July 10, 2024**

A City of Jonesville Planning Commission meeting was held on Wednesday, July 10, 2024 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: Christine Bowman, Annette Sands, Brenda Guyse, and Jim Ackerson.

Absent: Ryan Scholfield and two vacancies.

Also Present: City Manager Jeff Gray and DPW Superintendent Charles Crouch.

Christine Bowman led the Pledge of Allegiance and the moment of silence.

A motion was made by Brenda Guyse and supported by Annette Sands to approve the agenda as presented. All in favor. Absent: Ryan Scholfield and two vacancies. Motion carried.

Jim Ackerson made a motion and was supported by Annette Sands to approve the minutes from May 8, 2024. All in favor. Absent: Ryan Scholfield and two vacancies. Motion carried.

Brenda Guyse made a motion and was supported by Annette Sands to recommend that the City Council appoint Kenneth Koopmans and David Windle to fill the vacancies on the Planning Commission. All in favor. Absent: Ryan Scholfield and two vacancies. Motion carried.

Manager Gray provided updates regarding implementation of the Recreation Plan, noting that the Wright Street Concept Plan proposal will be presented to the City Council at their meeting on July 17th. The proposal includes costs for preparing a concept plan with engineering estimates, and an application for a Natural Resources Trust Fund Grant to implement the project.

Manager Gray and Superintended Crouch provided updates.

The next meeting is scheduled for Wednesday, August 14, 2024 at 7:00 p.m.

The meeting was adjourned at 7:49 p.m.

Submitted by,

Jeffrey M. Gray
City Manager

Jonesville Police Department

116 West Chicago Road
Jonesville, Michigan. 49250

911 Police Service Administration (517) 849-2101

FAX (517) 849-2520

ACTIVITY SUMMARY FOR JULY 2024

Total reports written: 18
Concealed Weapons Offense: 0
Embezzlement: 1
Break and Enter: 0
Larceny from Building: 0
Theft from Motor Vehicle: 0
Stolen Motor Vehicle: 0
Fraud: 0
Credit Card Fraud: 0
Damage to Property: 0
Larceny- Other: 2
Non-Violent Domestic: 0
Retail Fraud: 1 (Walmart)
Traffic Policing: 1
Obstructing Justice: 3
Public Roadway Accidents: 0
Private Property Accidents: 2
Other Arrests: 3 (warrants, traffic-DWLS/Revoked, etc.)
Civil Matter/Family Disputes: 1
Natural Death: 1
Medical Emergency: 2
Open Door: 2
Trespass: 0
Nuisance Animals: 1
Suspicious Situations: 3
Records Check: 1
General Assistance: 2
Traffic/Moving Violations: 15
Warrants Received from Prosecutor: 6



Runs for July 2024

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

Run	Members	Date	Type of call	Location	City	Fayette	Scipio	Mutual	Training
99	5	7/1/2024	Medical Disregard	4700 Chadham Ln.		X			
100	6	7/2/2024	PI Accident	Olds st & W Chicago st	X				
101	8	7/3/2024	Station Stand By	City of Hillsdale				X	
102	8	7/3/2024	PDC Accident	3611 W Chicago Rd		X			
103	5	7/6/2024	Station Stand By	Station 4 Stand-by				X	
104	4	7/7/2024	Structure Fire	304 Marshall St				X	
105	4	7/9/2024	Meeting	Sta 5	X				
106	4	7/10/2024	Vehicle Fire	118 Walnut St. Apt. 6	X				
107	6	7/10/2024	Trainings	Station 5					X
108	4	7/12/2024	Wires Down	2731 E Ball RD		X			
109	5	7/13/2024	Assist Medical	210 Olds St. Apt. A	X				
110	4	7/13/2024	Trainings	3701 N. Bunn Rd.					X
111	8	7/16/2024	Structure Fire	429 Harley ST	X				
112	4	7/22/2024	Assist Medical	1815 E. Chicago Rd.		X			
113	6	7/22/2024	Grass/Brush Fire	US12/Half Moon Lake RD		X			
114	6	7/23/2024	MVA	Beck rd & Carleton rd		X			
115	6	7/24/2024	Sta 5 Equipment Inspections	station 5	X				
116	4	7/28/2024	Assist Medical	102 Sunset Ct	X				
117	6	7/30/2024	Vehicle Fire	1995 W Moore rd		X			

Year Total Type of Call

City	Fayette	Scipio	Mutual
40	25	16	17
Training			
19			
Total for July		19	
Total for the Year		117	

Monthly Calls

	City	Fayette	Scipio	Mutual	Training	
January	8	7	3	2	3	23
Febuary	2	2	3	1	2	10
March	3	3	1	3	3	13
April	7	2	4	4	3	20
May	7	1	3	2	3	16
June	6	3	2	2	3	16
July	7	7	0	3	2	19
August	0	0	0	0	0	0
September	0	0	0	0	0	0
October	0	0	0	0	0	0
November	0	0	0	0	0	0
December	0	0	0	0	0	0
Totals	40	25	16	17	19	117

MONTHLY OPERATING REPORT

July 2024

SUBMITTED: August 14, 2024

WATER FLOW

MAXIMUM	230,000
MINIMUM	168,000
AVERAGE	184,000
TOTAL	5.719 MG

WASTEWATER FLOW

MAXIMUM	337,200
MINIMUM	239,800
AVERAGE	284,800
TOTAL	8.8302 MG

CALLOUTS: None

OPERATION & MAINTENANCE

The plant was in compliance with the NPDES permit limitations during the month of July 2024.

The Wastewater Plant Laboratory processed 138 Bacteria tests, 25 Nitrate tests and 15 Nitrite tests in July 2024. The annual totals to date are 1001 Coliform Bacteria, 180 Nitrates, and 89 Nitrites.

Drinking water invoices for the second quarter 2024 were completed and submitted to City Hall. The total for the quarter was \$2,560.00. Several of the larger users request to be billed on a monthly basis. The total for these users was \$2,220.00.

Total Trihalomethanes, Haloacetic Acids, and Uranium drinking water samples were sent to the State Laboratory for analysis.

The backwash storage tank was drained and cleaned utilizing the Vactor. This is an annual event.

The number 2 split case filter feed pump was removed for rebuild. Kennedy Industries removed the pump and took it to their facility for the project. The timeline is six to eight weeks. This pump has been in alternated weekly since 2004.

The sludge circulation pump motor was removed from service and rebuilt by CEM supply in Coldwater. The motor is currently back in service and operating properly.

Plant Staff started some minor painting projects around the plant.

5-Day Biochemical Oxygen Demand

NPDES Permit 30 Day Average Limit is 4 mg/l

NPDES Permit Daily Maximum-10 mg/l

The BOD-5 test tells us how much of the oxygen in the water is being used up or demanded by the waste in the water. High oxygen demand will deplete the oxygen in the receiving water. This will have adverse effects on the quality of life (fish) in the Receiving stream.

Jonesville Monthly Average—2.2 mg/l

Average Percent Removal from the Raw Wastewater—8.38 %

Daily Maximum—3 mg/l

Total Suspended Solids

NPDES Permit Limit is 20 mg/l

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

Jonesville Monthly Average—1.6 mg/l

Average Percent Removal from the Raw Wastewater—98.9%

Total Phosphorus

NPDES Permit Limit 1 mg/l Year Round

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

Jonesville Monthly Average—0.30 mg/l

Average Percent Removal from the Raw Wastewater—94.9%

Ammonia Nitrogen

Monthly Average Limit is 0.5 mg/l

Daily Maximum Limit is 2.0 mg/l

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

Jonesville Monthly Average—0.125 mg/l

Average Percent Removal from the Raw Wastewater—99.97%

Jonesville Daily Maximum—0.520 mg/l

Rick Mahoney

Jonesville Dept of Public Works

Jul-24

Monthly Report

	Maintenance	Salt	Chloride	Gravel	COLD MIX
STATE HIGHWAYS	0 HR DT 0 HR OT	0 Ton	0 Bag	0 Yd	0 Ton
MAJOR STREETS	0 HR DT 0 HR OT	0 Ton	0 Bag	0 Yd	.0 Ton
LOCAL STREETS	0 HR DT 0 HR OT	0 Ton	0 Bag	0 Yd	0 Ton
PARKING LOTS	0 HR DT 0 HR OT	0 Ton	0 Bag		0 Ton
POLICE STATION	0 HR OT	0 Ton	0 Bag		
FIRE DEPARTMENT	0 HR OT	0 Tons	0 Bag		
DDA SIDEWALKS	0 HR OT				
LDFA	0 HR OT				0 Ton
WATER	0 HR OT 0 HR OT			0 Yd	0 Ton
PARKS	0 HR OT			0 Yds	

Staff pressure washed the DPW building and painted bump posts and exterior doors.

I attended the West St. pre construction meeting and met with Wolverine staff and CD Hughes staff for the upcoming project slated to start August 19th

Staff continues mowing road edges and ditches for State, Local, and Major streets.

Employee Charlie Smith officially resigned.

Staff responded to an emergency call of a fallen tree limb on Liberty Street across road damaging power poles and causing power outages.

Staff has been cleaning downtown sidewalks and curbed streets.

Major and Local storm drains were cleaned.

I was temporarily put in charge of the WWTP after a staff member resigned.

Staff has begun entering data into our EGLE LCR database.

I have been working on all zoning permits and applications.

Staff continues to collect brush from residents on our weekly rout.

Staff finished replacement of DPW/WWTP road sign on Ecology Dr.

Staff has been working flawlessly to handle all Miss Dig Tickets.

Staff has worked on a fallen tree limb North of City Hall that also damaged a small section of fence.

Staff continues efforts to maintain our city's land waste area by consolidating all incoming brush and debris.

Staff trimmed trees at our Industrial Park.

I coordinated the re-lock/ re-key of the entire water, sewer and WWTP facilities due to the resignation of an employee.

Staff repaired Dump truck #8 DEF ascending unit.

Staff also pressure washed JPD and City Hall.

Staff painted the lower decorative sections under the windows at City Hall.

Charles Crouch
DPW Superintendent

**CITY OF JONESVILLE
CASH BALANCES**

	July-2024	BANK BALANCE
GENERAL FUND:		
General Fund Now Checking	101-000-001	0.00
General Fund ICS	101-000-002	14,119.28
General Fund CLASS Acct	101-000-007	1,891,325.74
General Fund Cemetery CLASS Acct	101-000-007.100	102,973.67
General Fund Alloc of Assets CLASS	101-000-007.200	457,449.56
MAJOR STREETS:		
Major Streets Now Checking	202-000-001	17,963.35
Major Streets CLASS Acct	202-000-007	736,641.19
LOCAL STREETS:		
Local Streets Now Checking	203-000-001	20,965.63
Local Streets CLASS Acct	203-000-007	1,903,724.94
STATE HIGHWAY:		
State Highway Now Checking	211-000-001	17,779.77
L.D.F.A.:		
LDFA Operating Now Checking	247-000-001	9,303.32
LDFA CD - Flagstar Bank	247-000-003.200	250,000.00
LDFA CD - So MI Bank & Trust	247-000-003.300	250,000.00
LDFA Operating CLASS Acct	247-000-007	3,189,464.11
D.D.A.:		
DDA Now Checking	248-000-001	9,141.54
DDA Operating CLASS Acct	248-000-007	115,004.22
SEWER FUND:		
Sewer Receiving Now Checking	590-000-001	70,126.09
Sewer Bond & Interest Checking	590-000-001.300	10.00
Sewer Receiving CLASS Acct	590-000-007	365,320.54
Sewer Plant Improv. CLASS Acct	590-000-007.200	1,429,976.04
WATER FUND:		
Water Receiving Now Checking	591-000-001	44,414.77
Water Receiving CLASS Acct	591-000-007	338,515.47
Water Plant Improvement CLASS Acct	591-000-007.100	425,535.25
Water Bond Reserve CLASS	591-000-007.200	65,796.43
Water RR&I Reserve CLASS	591-000-007.250	55,279.40
Water Tower Maint CLASS Acct	591-000-007.300	57,691.24
Water Maint CLASS Acct	591-000-007.400	97,825.04
MOTOR VEHICLE POOL:		
Motor Vehicle Pool Now Checking	661-000-001	2,464.20
Equip. Replace CLASS - Police Car	661-000-007.301	59,973.32
Equip. Replace CLASS - Fire Truck	661-000-007.336	58,316.37
Equip. Replace CLASS - DPW Equip	661-000-007.463	45.45
Equip. Replace CLASS - WWTP/Vactor	661-000-007.590	65,877.44
CURRENT TAX:		
Current Tax Checking	703-000-001	308,129.03
Current Tax Savings Account	703-000-002	129,935.42
PAYROLL FUND CHECKING:		
	750-000-001	3,329.29
GRAND TOTAL		12,564,417.11



**SUNSET VIEW CEMETERY ACTIVITY REPORT
JULY 2024**

	Lot Sales*	Interments				Foundations Purchased	Burial Rights Transfers	Disinterments
		Adult	Child	Infant	Cremation			
January	0	0	0	0	0	0	0	0
February	1	1	0	0	0	0	0	0
March	0	1	0	0	0	3	0	0
April	1	2	0	0	2	0	0	0
May	4	2	0	0	1	0	0	0
June	0	0	0	0	3	1	0	0
July	1	1	0	0	0	1	0	0
2024 Totals	7	7	0	0	6	5	0	0

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

June/July Focus:

- Summer Maintenance
- Tree Maintenance and Removal

August/September Focus:

- Summer Maintenance
- Monument Repair



205 N. Michigan Ave.
28th Floor
Chicago, IL 60601-5927
United States

Certificate of Completion

This certificate is presented to: [Lenore Spahr](#)

for successful completion of: [Implementing new accounting standards: GASB 100 and GASB 101](#)

Number of CPE Credits:	Fields of Study	Credits
	Accounting (Governmental)	1.0

Delivery Method: Group internet based

Completion Date: [7/17/2024](#)

Program Location: [Hosted via Webinar](#)

In accordance with the standards of the National Registry of CPE Sponsors, CPE credits have been granted based on a 50-minute hour.

Heather Eggers

**Senior Manager, Learning
Baker Tilly Advisory Group, LP**

NASBA Registry Sponsor Number: 115791
Texas Sponsor Number: 10527



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CERTIFICATE *of Attendance*

2024 Single Audit Update

COMPLETION DATE: 7/24/2024

PARTICIPANT: Lenore Spahr

COMPLETION OF THE FOLLOWING CREDITS/FIELD OF STUDY:

2.0 – Auditing (Governmental)

DELIVERY METHOD: Group internet based

All credits have been granted based on a 50-minute hour



ALICIA FREEMAN, CPE & QC Coordinator

Note: Rehmann is not registered with NASBA's National Registry of CPE Sponsors as a provider of CPE. CPE credits should not be claimed for this program in states where the licensing authority requires all CPE credits claimed to be provided by CPE providers registered with the National Registry of CPE sponsors.



RECEIVED
AUG 02 2024

BY: _____

July 31, 2024

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

RE: Programming Advisory

Dear City Manager:

As part of our ongoing commitment to keep you and our customers informed about changes to Xfinity TV services, we wanted to update you that Comcast has just completed negotiations on a new contract that allows us to restore content from Bally Sports, but requires it be relocated from the Digital Starter (Popular TV) service tier to the Digital Preferred (Ultimate TV) service tier effective August 1, 2024. We have also notified customers of this change.

Sincerely,

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