



**CITY OF JONESVILLE
COUNCIL AGENDA
JANUARY 17, 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. Recognition of Service – Mike Kyser
- B. Keith O’Neil, Executive Director – Reading Emergency Unit

5. PUBLIC HEARING AND SUBSEQUENT COUNCIL ACTION

- A. None

6. REPORTS AND RECOMMENDATIONS

- A. Department of Public Works Staffing [Action Item]
- B. Resolution 2024-01 – City of Jonesville 2024-2028 Recreation Plan [ROLL CALL][Action Item]
- C. Resolution 2024-02 – Board of Review Meeting Dates [ROLL CALL][Action Item]
- D. Resolution 2024-03 – Poverty Exemption Guidelines [ROLL CALL][Action Item]
- E. Fiscal Year 2023-24 Second Quarter Budget Amendments [Action Item]
- F. Planning Commission Annual Report and Work Plan [Action Item]
- G. City Purchasing Policy [Information Item]

7. COUNCIL MINUTES

- A. December 20, 2023 Regular Meeting [Action Item]

8. ACCOUNTS PAYABLE

- A. Accounts Payable for January 2024 totalling \$99,341.36 [Action Item]

9. BOARD AND COMMISSION MINUTES

- A. Hillsdale Economic Development Partnership – November 9, 2023 (Gray) [Action Item]
- B. Region 2 Planning Commission – November 9 and December 6, 2023 (Penrose)

10. DEPARTMENT REPORTS

- A. Public Safety – Director Lance
- B. Water/Wastewater Treatment Plant – Superintendent Hughes
- C. Department of Public Works/2023 Zoning Report – 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: January 12, 2024
Re: Manager Report and Recommendations – January 17, 2024 Council Meeting

4. A. Recognition of Service – Mike Kyser

Mike Kyser has announced that he will retire as Department of Public Works Superintendent on February 1st. This agenda item is reserved for recognition of his more than 40 years of exemplary service to the citizens of Jonesville. And please be sure to join us for an open house in his honor on Wednesday from 5:00 p.m. until the start of the Council meeting.

4. B. Keith O’Neil, Executive Director – Reading Emergency Unit

Mr. O’Neil will be in attendance to provide an update. *Please refer to the attached service report.*

6. A. Department of Public Works Staffing

[Action Item]

Candidates for the Department of Public Works Superintendent were recently interviewed by a panel that included current Superintendent Kyser, Council Member Bowman, and the City Manager. By ordinance and policy, Department Heads are appointed by the City Council, upon recommendation by the City Manager. This agenda item is reserved for the City Manager’s recommendation for the next Department of Public Works Superintendent. In addition, I will present recommendations regarding changes to job responsibilities for some of the current staff.

6. B. Resolution 2024-01 – City of Jonesville 2024-2028 Recreation Plan [ROLL CALL][Action Item]

The Planning Commission has been working on an update to the Recreation Plan for the last 18 months. Along with being an important instrument for long term planning of our parks facilities and recreation programming, the plan will assure that the City remains eligible for grant funding through the Michigan Department of Natural Resources (MDNR). The State requires that such plans be updated every 5 years.

In the interest of file size, the Plan is not attached, but may be viewed at the following link:

<https://bit.ly/JV-RecreationPlan-2024>. If Council members prefer a paper copy of the plan, please contact City staff.

The Planning Commission will hold a public hearing at the close of the 30-day comment period on the plan at their meeting on January 16th; I anticipate an action to recommend approval following the hearing. Any changes that result from comments at the public hearing will be reported at the Council meeting. If you are taking a few moments to scan the plan, you might want to focus on Section 5 that provides the primary goals for implementation of the plan over the next 5 years and Section 6 that provides an action plan for accomplishing these goals. Section 4 summarizes public input received at a park open house and subsequent recreation survey. Anticipating Planning Commission action, I recommend approval of the attached Resolution to include any changes recommended by the Planning Commission at the public hearing. A roll call vote is required. *Please refer to Resolution 2024-01, and draft Recreation Plan.*

6. C. Resolution 2024-02 – Board of Review Meeting Dates

[ROLL CALL][Action Item]

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

place on Monday, March 18th, as stated. I recommend approval of the resolution. A roll call vote is required to approve a resolution. *Please refer to the attached Resolution 2024-02.*

6. D. Resolution 2024-03 – Poverty Exemption Guidelines [ROLL CALL][Action Item]

The State of Michigan has passed legislation (PA 253 of 2020) that establishes firm criteria for the granting partial exemptions, based on an applicant's assets. Finance Director Spahr has provided the attached Resolution 2024-03 that would rescind the previous guidelines and adopt revised standards that are consistent with the legislation. The income and asset standards would update annually, in accordance with Federal poverty standards. I recommend approval of the resolution. A roll call vote is necessary to act on a resolution. *Please refer to the attached Resolution 2024-03.*

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

Finance Director Spahr has prepared the attached budget amendments for activities through the second quarter that ended on December 31st. Significant amendments include the grant proceeds and expenses associated with demolition of 148 Jermaine Street, and deferral of the streetscape and parking lot work Downtown to coincide with the MDOT resurfacing project. In addition, Maumee Street grant revenues and expenditures budgeted in the prior fiscal year have been carried over to reflect construction that continued into the current year. Additional detail can be provided at the meeting, as necessary. A motion is necessary to approve the budget amendments. *Please refer to the attached second quarter budget amendments.*

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

At their January 16th meeting, I anticipate that the Planning Commission will approve their 2023 Annual Report and adopted a Work Plan for 2024. These documents are provided to the City Council for informational purposes. I recommend a motion to accept the documents, with any changes made by the Planning Commission. These documents will be posted on the City website and available through City Hall. *Please refer to the attached Planning Commission 2023 Annual Report and 2024 Work Plan.*

6. G. City Purchasing Policy [Information Item]

Council Member Bowman has requested, and Mayor Arno has approved, inclusion of an informational item explaining the City's Procurement and Purchasing Policy in the Council agenda. The Policy was last amended in July of 2022 to add standards consistent with the Code of Federal Regulations for purchases that utilize Federal funds (generally State and Federal grant and loan programs). A brief memorandum is attached that explains purchasing procedures. The request is timely, as we have several new Department Heads that can also benefit from the informational piece. No action is required on the informational item. *Please refer to the attached staff memorandum.*

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 on the agenda. 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:

- The Sauk re: AACT NewPlayFest
- Jonesville District Library Newsletter
- Continuing Education Certificate – Ed Hughes

Custom v Jan 1, 2023 - Dec 31, 2023 v

09:22

MM:SS
Average Rolling Response Time

13:00

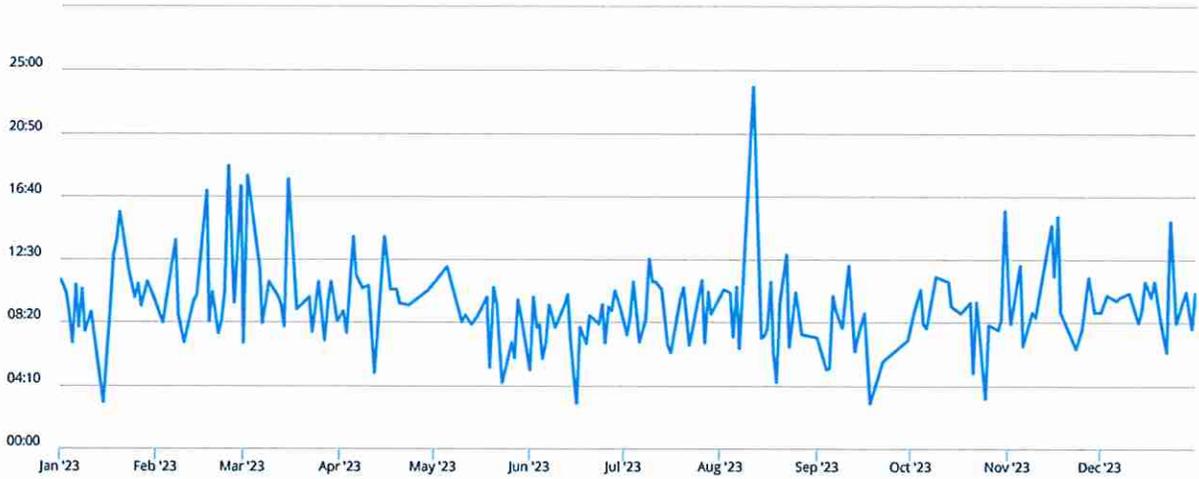
MM:SS
90th Percentile Rolling Response Time

365

DAYS
In Selected Time Slice

310

UNIT RESPONSES
In Selected Time Slice



Counts % Rows % Columns % All

	Jan '23	Feb '23	Mar '23	Apr '23	May '23	Jun '23	Jul '23	Aug '23	Sep '23	Oct '23	Nov '23	Dec '23	Jan '24	Total
00:00 - 04:59	2		1	1	2	3	1	1	4	1		1		17
05:00 - 07:59	5	3	8	5	5	12	11	9	11	5	4	2		80
07:00 - 08:59	2	5	1		8	6	4	3	1	6	5	5		46
09:00 - 09:59	5	5	2	5	3	6	2	4	1	3	4	6		46
10:00 - 11:59	11	5	7	5	3	7	7	5	3	7	3	9		72
12:00 - 14:59	6	2	2	2	1	2	5	5	2		3			30
15:00 - 16:59		2	1	1		1			1	1	1	1		9
17:00 - 17:59	1		1	1										3
18:00 - 19:59	1	2	1											4
20:00 - 29:59				1				1			1			3
30:00 - 1:29:59														
Total	33	24	24	21	22	37	30	28	23	23	21	24		310
Exceptions														16



Information for Hillsdale County Board of Commissioners
 January 1, 2023 – December 31, 2023

- Average Emergency Response Times
 - ✓ REU’s Service Area – 11:26
 - ✓ Outside REU’s Service Area (Hillsdale County) – 12:31
 - ✓ Out of County – 15:04

- REU Staffing Levels (Current)
 - ✓ Full-time Paramedics: 6 (1 EMT in Paramedic Sponsorship)
 - ✓ Casual Staffing Paramedic: 2
 - ✓ Full-time EMTs / AEMT: 8
 - ✓ Casual Staffing EMTs: 6

- Call Volume Comparison, Yearly 2022 & 2023

✓ <u>Emergency Calls</u> – 3,203	(Year 2022 – 3,198)	Up 5 Calls
✓ <u>Transfers</u> – 552	(Year 2022 – 496)	Up 56 Calls
✓ <u>Wheelchair Van</u> – 617	(Year 2022 - 551)	Up 66 Calls
✓ <u>Hillsdale Hospital Transfers</u> – 508	(Year 2022 – 463)	Up 45 Calls
✓ <u>Hospital STAT Transfers</u> – 46	(Year 2022 – 52)	Down 6 Calls
✓ <u>Unable to Handle</u> – 126	(Year 2022 – 178)	Down 52 Calls
✓ <u>Response for Mutual Aid</u> – 107	(Year 2022 – 93)	Up 14 Calls

- American Heart Training Center (BLS & Heart Saver Courses)
 - ✓ Classes Taught – 174 (Year 2022 - 174)
 - ✓ eCard Distribution – 1,348 (Year 2022 – 1,013) Up 335 eCards

- Paramedic Recruitment
 - ✓ Social Media
 - ✓ Zip recruiter
 - ✓ INDEED
 - ✓ Just hired a Paramedic from the Lansing area, and will be interviewing another Paramedic, Jan. 11th.

- We are staffing 2 – 3 stations routinely, and on occasion we operate with 3-ambulances and a Paramedic Echo Unit.

Respectfully, 

Keith O’Neil, Executive Director

2024-01

CITY OF JONESVILLE
COUNTY OF HILLSDALE
STATE OF MICHIGAN

RESOLUTION – CITY OF JONESVILLE 2024-2028 RECREATION PLAN

At a Regular Meeting of the City Council of the City of Jonesville, County of Hillsdale, State of Michigan, held in the City Hall in said City on the 17th day of January 2024, at 6:30 p.m.

PRESENT:

ABSENT:

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

WHEREAS, the City of Jonesville has undertaken an update of its five-year recreation plan, which describes the community’s physical and social characteristics, existing parks and recreation facilities, and the desired actions to be taken to improve parks and recreation facilities during the period from 2024 through 2028; and

WHEREAS, the City of Jonesville Planning Commission reviewed the Recreation Plan during the course of several public meetings; and

WHEREAS, the goals and objectives stated in the Recreation Plan were developed in response to needs and deficiencies identified by public input from a park open house and a recreation survey; and

WHEREAS, the Recreation Plan has been made available for public review in the manner required by law and all comments from the public have been considered by the City of Jonesville Planning Commission; and

WHEREAS, the Recreation Plan has been developed for the benefit of the entire community and a public hearing was held by the Jonesville Planning Commission on January 16, 2024 to provide another opportunity for citizens to express opinions, ask questions, and discuss all aspects of the Recreation Plan; and

WHEREAS, following the public hearing, the City of Jonesville Planning Commission recommended City Council adoption of the Recreation Plan.

NOW THEREFORE, IT IS RESOLVED that the Jonesville City Council hereby adopts the City of Jonesville 2024-2028 Recreation Plan.

AYES: Members:

NAYS: Members:

ABSENT: 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 17th day of January, 2024, 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

2024-02

CITY OF JONESVILLE
COUNTY OF HILLSDALE
STATE OF MICHIGAN

RESOLUTION – MEETINGS OF THE BOARD OF REVIEW

At a Regular Meeting of the City Council of the City of Jonesville, County of Hillsdale, State of Michigan, held in City Hall in said City on the 17th day of January, 2024, at 6:30 p.m.

PRESENT:

ABSENT:

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

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

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

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

First Session: commencing on Monday, March 4th at 5:00 p.m., and continuing as much longer as may be necessary for the purpose of considering and correcting the roll.

Second Session: Monday, March 18th, from 9:00 a.m. to 9:00 p.m., and continuing as long as may be necessary for the purpose of hearing appeals of property assessments. Appeals may be made in advance of the meeting via letter, email or telephone.

July Session: Friday, July 12th, commencing at 1:00 p.m., and continuing for as long as may be necessary, for the purpose of correcting clerical errors, and considering poverty, veterans, and elderly or disabled exemption requests.

December Session: Friday, December 20th, commencing at 1:00 p.m., and continuing for as long as necessary, for the purpose of correcting clerical errors, and considering poverty, veterans, and elderly or disabled exemption requests.

AYES: Council Members:

NAYS: Council Members:

ABSENT: Council Members:

Cynthia D. Means, Clerk

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Jonesville, County of Hillsdale, Michigan at a Regular Meeting held on the 17th day of January, 2024, 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

2024-03

CITY OF JONESVILLE
COUNTY OF HILLSDALE
STATE OF MICHIGAN

RESOLUTION – POVERTY EXEMPTION GUIDELINES

At a Regular Meeting of the City Council of the City of Jonesville, County of Hillsdale, State of Michigan, held in the City Hall in said City on the 17th of January, 2024, at 6:30 p.m.

PRESENT:

ABSENT:

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

WHEREAS, the adoption of guidelines to be eligible for poverty exemptions is required of the City Council; and

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

WHEREAS, pursuant to PA 253 of 2020, the City of Jonesville adopts the following guidelines to be eligible for a poverty exemption for 2024 and subsequent years:

1. A full exemption equal to a 100% reduction in taxable value for the year in which the exemption is granted; or
2. A partial exemption equal to a 75% reduction in taxable value for the year in which the exemption is granted if between \$1.00 and \$2,500 over Income/Asset Test; or
3. A partial exemption equal to a 50% reduction in taxable value for the year in which the exemption is granted if between \$2,501 and \$3,200 over Income/Asset Test; or
4. A partial exemption equal to a 25% reduction in taxable value for the year in which the exemption is granted if between \$3,201 and \$4,500 over Income/Asset Test

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

- 1) Own and occupy the property as a principal residence.
- 2) Provide federal and state income tax returns for the current or immediately preceding year, including any property tax credits, for all persons **residing in the principal residence**. Federal and state income tax returns are not required for a person residing in the principal residence if that person was not required to file a federal or state income tax return. Instead, Form 4988, *Poverty Exemption Affidavit* may be filed for all persons residing in the residence who were not required to file federal or state income tax returns in the current or immediately preceding year.
- 3) Produce a valid driver's license or other form of identification, if requested.
- 4) Produce a deed, land contract, or other evidence of ownership of the property, if requested.
- 5) Meet the federal poverty guidelines published in the prior calendar year in the Federal Register by the United States Department of Health and Human Services **or** alternative guidelines adopted by the local assessing unit. The alternative guidelines cannot provide income eligibility requirements less than the federal guidelines.
- 6) Meet the asset level test adopted by the local assessing unit.

NOW, THEREFORE BE IT HEREBY RESOLVED, that the Assessor and Board of Review shall follow the above standards in granting or denying an exemption; and

BE IT FURTHER RESOLVED, that all previously adopted standards are hereby rescinded; and

FURTHERMORE, the City of Jonesville shall follow the Federal (and/or State) Guidelines as established annually, and shall remain in effect until otherwise amended or rescinded. The 2024 Federal Poverty Exemption Guidelines are shown in Exhibit A.

AYES:

NAYS:

ABSENT:

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 17th day of January, 2024, 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

CITY OF JONESVILLE
2024 POVERTY EXEMPTION GUIDELINES

EXHIBIT A

The City of Jonesville has adopted the following standards for the 2024 year, for a household to be eligible for a poverty exemption. Below are the maximum household income and asset standards for size of family.

<u>Size of Family</u>	<u>Poverty Guidelines</u>
1	\$ 14,580
2	\$ 19,720
3	\$ 24,860
4	\$ 30,000
5	\$ 35,140
6	\$ 40,280
7	\$ 45,420
8	\$ 50,560
any add'l persons	\$ 5,140

The asset threshold for the City is \$25,000 for one person living in the household and \$35,000 for two or more people living in the household.

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

- * A second home, land (larger than the "footprint" for the home), vehicles
- * Recreational vehicles such as campers, motor-homes, boats, and ATVs
- * Buildings other than residence
- * Jewelry, artwork, antiques
- * Equipment, other personal property of value
- * Bank accounts (over \$5,000), stocks
- * Money received from the sale of property, stocks, bonds, cars, or houses
- * Gifts, loans, lump-sum inheritances and one-time insurance payments
- * Food or housing received in lieu of wages and the value of food and fuel produced and consumed on farms
- * Federal non-cash benefits programs such as Medicare, Medicaid, food stamps and school lunches

CITY OF JONESVILLE
2023 - 2024 BUDGET AMENDMENTS
December 31, 2023

	CURRENT BUDGET	AMENDED BUDGET	+ OR (-) CHANGE
GENERAL FUND			
<u>REVENUE</u>			
566 State Grant (Blight Elimination - 148 Jermaine)	\$ -	\$ 25,000	\$ 25,000
676.303 Contrib from DDA - Pkg Lot M & R (carryover to FY25)	\$ 212,490	\$ 17,490	\$ (195,000)
676.304 Contrib from DDA - Purch/Impr (streetscape/carryover to FY25)	\$ 455,000	\$ 1,000	\$ (454,000)
<u>EXPENSE</u>			
101 COUNCIL			
801 Professional Services (Blight Elimination - 148 Jermaine)	\$ 3,000	\$ 25,250	\$ (22,250)
257 ASSESSOR			
818 Contractual (New contract)	\$ 21,600	\$ 22,680	\$ (1,080)
301 POLICE DEPARTMENT			
975 Additions & Improvements (chip and seal parking lot)	\$ 9,000	\$ 10,250	\$ (1,250)
442 PARKING LOTS			
975 Additions & Improvements (South pkg lot/carryover to FY25)	\$ 195,000	\$ -	\$ 195,000
443 SIDEWALKS			
801 Professional Services (Streetscape design engineering)	\$ -	\$ 1,000	\$ (1,000)
975 Additions & Improvements (Streetscape/carryover to FY25)	\$ 455,000	\$ -	\$ 455,000
GENERAL FUND CHANGE IN ESTIMATED YEAR END FUND BALANCE			\$ 420
MAJOR STREETS			
<u>REVENUE</u>			
566 State Grant (Maumee St Construction)	\$ -	\$ 415,602	\$ 415,602
<u>EXPENSE</u>			
451 STREET CONSTRUCTION			
975.100 Add & Improvements - Maumee (Not budgeted)	\$ -	\$ 567,000	\$ (567,000)
MAJOR ST CHANGE IN ESTIMATED YEAR END FUND BALANCE			\$ (151,398)
STATE HWY			
<u>REVENUE</u>			
566 State Highway Contract Reimbursement (New budget year)	\$ 37,169	\$ 37,588	\$ 419
900 ADMINISTRATION			
956 Miscellaneous (Leave and benefits - new budget year)	\$ 5,053	\$ 5,472	\$ (419)
ST HWY CHANGE IN ESTIMATED YEAR END FUND BALANCE			\$ -
DOWNTOWN DEVELOPMENT AUTHORITY			
<u>REVENUE</u>			
698 Bond Proceeds (S. pkg lot/Streetscape - carryover to FY25)	\$ 600,000	\$ -	\$ (600,000)
<u>EXPENSE</u>			
442 PARKING LOTS			
965.100 Contrib to Gen Fund - Pkg Lot M & R (carryover to FY25)	\$ 212,490	\$ 17,490	\$ 195,000
729 DEVELOPMENT ACTIVITIES			
965.101 Contrib to Gen Fund - Purch/Impr (Streetscape/carryover to FY25)	\$ 1,033,000	\$ 1,000	\$ 1,032,000
LOCAL ST CHANGE IN ESTIMATED YEAR END FUND BALANCE			\$ 627,000

2023 - 2024 BUDGET AMENDMENTS

December 31, 2023

	CURRENT BUDGET	AMENDED BUDGET	+ OR (-) CHANGE
<u>MOTOR VEHICLE POOL</u>			
<u>EXPENSE</u>			
896 MOTOR VEHICLE POOL			
977 Equipment (Leaf vac repairs)	\$ -	\$ 2,001	\$ (2,001)
MVP CHANGE IN ESTIMATED YEAR END FUND BALANCE			\$ (2,001)

**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)
Fund Bal Before Res	\$2,010,643	\$712,727	\$514,376	\$19,014	\$3,372,865	\$709,980	\$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	\$712,727	\$514,376	\$19,014	\$2,172,865	\$709,980	\$0	\$1,039,047	\$856,917	\$947,330



City of Jonesville Planning Commission 2023 Annual Report

This report is provided in accordance with the Michigan Planning Enabling Act (MPEA), Public Act 33 of 2008. It reports the Commission's operations during the 2023 calendar year and the status of planning activities.

Development Activities

The following development applications were reviewed by the Planning Commission in 2023:

- The Planning Commission recommended a rezoning for a Planned Unit Development proposed by Key Opportunities, Inc. The project would provide housing and support services to persons with disabilities, senior citizens, and veterans. It includes 57 dwelling units, comprised of single-family, two-family, and fourplex units. The City Council subsequently acted to approve the Planned Unit Development.
- The Planning Commission reviewed the concept plan submitted by DH Roberts Construction for the potential redevelopment of the former Klein Tool building for the Riverview Flats project. The site would include retail space and a multi-story market-rate apartment building. The Downtown Development Authority and City Council have subsequently approved entering into a development and purchase agreement with the company to proceed with the project. The company is working with State agencies regarding financial incentives to assist with the costs associated with development of the brownfield site.

Ordinance Amendments

The Planning Commission has appointed a standing **Ordinance Subcommittee** for the review and recommendation for potential amendments on an as-needed basis. There were no amendments considered in 2022.

Recreation Plan

Following a public input session and recreation survey in late 2022, the Planning Commission focused considerable effort on an update to the Recreation Master Plan, to be incorporated into the development Master Plan. With the assistance of Region 2 Planning Commission, a draft plan has been developed to address future improvements to both Carl Fast Park and Wright Street Park. In addition, opportunities for improvement to the sidewalk and trail network have been identified.

The draft plan was released for a 30-day public comment period following the December 12, 2023 meeting. A public hearing on adoption of the plan is scheduled for the January 16, 2024 meeting, with action by City Council tentatively scheduled for January 17th. If approved, the Plan will be forwarded to the Michigan Department of Natural Resources, so that the City may be eligible to apply for MDNR recreation grants.

Master Plan

The Planning Commission approved the revised development Master Plan at their meeting on January 9, 2019. The City Council subsequently approved the Plan by resolution on January 16, 2019. Per the

MPEA, at least every 5 years after adoption of a Master Plan, a Planning Commission shall review the plan and determine whether to commence the procedure to amend or adopt a new plan.

Chapter 5 of the Master Plan includes an implementation plan and identifies priorities to be completed by various City boards and committees. The following highlights several accomplishments to date:

- The Downtown Development Authority (DDA) and City Council have finalized a development and sale agreement for **the former Klein Tool Building**. This project was the top community priority in the Master Plan. If the project is successful, the site will be developed for mixed-uses, including retail near Chicago Street and a multi-story market rate apartment building.
- The DDA is collaborating with the Michigan Department of Transportation (MDOT) on **future capital projects**, including streetscape improvements and a potential “road-diet” for Chicago Street through Downtown. Public meetings were held in late 2023 and this project is currently in engineering design and tentatively will be in MDOT’s construction plans in 2026.
- **Maumee Street** was resurfaced from Chicago Street to Adrian Street, with a left-turn lane added south of Adrian Street near the school facilities. Sidewalk ramp improvements and water service upgrades were also completed with the project. This project was funded in large part through a State Small Urban Grant.

Additional information regarding the updated Master Plan can be found on the City’s website at <http://jonesville.org/Boards/PlanningCommission/MasterPlanandEconomicDevelopment.aspx>.

Redevelopment Ready Communities

The Michigan Economic Development Corporation (MEDC) **Redevelopment Ready Communities (RRC) program** is designed to promote effective redevelopment strategies through a set of best practices. In order to engage in the program, interested communities must complete training, a self-evaluation of current practices, and pass a resolution expressing intent to participate in RRC. The City engaged in the program in 2018 and has been updating practices toward certification.

Our RRC Planner reports that the City has accomplished 70% of the objectives to meet RRC Essentials expectations. Completion of additional Essentials expectations will be a future goal.

Capital Improvement Planning

The Planning Commission completed a review of near- and long-term infrastructure projects, through the review of the 2023-24 through 2028-29 **Capital Improvement Program (CIP)**. The review included a discussion of the interface of this planning document with the annual budget, including the budget allocations for priorities identified in the Master Plan.

Review of the CIP by the Planning Commission is important to assure that budget objectives are consistent with the long-range plan of the community.



City of Jonesville Planning Commission 2024 Work Plan

The Planning Commission annually develops a proposed work plan to identify its upcoming priorities. The approved plan will be submitted to City Council. The proposed plan, below, is provided in accordance with the Michigan Planning Enabling Act, Public Act 33 of 2008.

The Planning Commission focus in 2023 has been on the development of the Recreation Master Plan, supporting efforts to redevelop the former Klein Tool building, and assisting in the evaluation of the long-term use of underutilized space in City Hall. Outside of the Planning Commission, staff time has been focused on DDA infrastructure projects, coordination of State incentives for the Riverview Flats development, and recruitment and retention of City staff. As a result, action on Zoning Ordinance amendments was delayed and has been carried over into the new year.

Priority Goals

- ❖ Complete the Update of the Recreation Master Plan
 - Public hearing to be held in January
 - Final steps to incorporate into the development Master Plan in the first quarter of the year
- ❖ Redevelopment Ready Sites
 - Provide timely reviews for the Riverview Flats development and Key Opportunities site
 - Work with willing property owners to identify and market additional priority sites
- ❖ Ordinance Review and Amendment (as needed)
 - Evaluate small HC (Highway Commercial) zoned properties for amendment to assure long-term viability

As Time Allows Goal

- ❖ Redevelopment Ready Communities Objectives
 - Formalize the Public Participation Plan utilized by the Planning Commission
 - Align City goals with program goals to progress with certification

Ongoing Activities

- ❖ Timely Development Reviews
- ❖ Economic Development Strategy
 - Annually review the Strategy with other development boards and committees
- ❖ Infrastructure Planning and Development
 - Conduct annual review of Capital Improvements Program for consistency with community development objectives



MEMORANDUM

TO: City Council

FROM: Jeffrey M. Gray, City Manager 

DATE: January 11, 2024

SUBJECT: Procurement and Purchasing Policy

Like other policies, the City's Purchasing Policy (formally called the Procurement and Purchasing Policy) is adopted by resolution of the City Council. The Policy was last amended by Council in July of 2022 by Resolution 2022-08. The amendment incorporated rules that apply to purchases involving Federal funds; this would typically apply to State or Federal grants or loans involving Federal dollars.

Resolution 2022-08 is attached, including the Federal rules. For purposes of this memorandum, I will be focusing on Purchases that utilize City funds, which are the more common purchases that Council approves on a monthly basis.

Purchasing Thresholds:

By City policy, there are three different thresholds of spending and a separate spending authority for each threshold.

1. Purchases of goods and services with a value up to \$500 – Department Heads are authorized to approve these purchases.
2. Purchases in excess of \$500, but less than \$10,000 – The City Manager is authorized to approve these purchases.
3. Purchases of \$10,000 or more – These purchases require City Council approval.

It should go without saying, but all purchases must be budgeted. Unanticipated and/or emergency purchases may occur, but only with Council approval to amend the budget.

Procurement Methods:

The following procedures are incorporated into the Policy and utilized to assure that the City is obtaining the best value for the taxpayers' dollars.

1. Comparative quotations – for purchases between \$500 and \$10,000, the City obtains comparative quotes. This involves contacting multiple vendors and asking that they provide a written quote for the good or service. The Manager is authorized to approve

these purchases; operationally, the Department Head or their delegate will obtain the quotes and present them to the Manager with a recommendation. A minimum of three quotes is preferred, when possible.

There are instances where the requirement for multiple quotes is waived. This includes purchases of parts which are only available from a sole-source; this is common with branded equipment or uniquely manufactured equipment (most water and sewer equipment and components, for example). It also includes public utilities and emergency repairs. Also exempt from competitive quotes are professional services. This might include engineering services, where we have a professional relationship with a firm and there are economies in assuring that new water projects, for example, are designed and managed by the same individual or group that designed previous projects.

2. Sealed bids – all purchases of \$10,000 or more require submittal of sealed bids. Sealed bids are distinguished from comparative quotes in that they are submitted in sealed envelopes that remain closed and are not viewed individually until a designated date and time. All sealed bids are then opened at once and recorded. The bid opening takes place in a previously advertised location; any member of the public may attend the bid opening. The opened bids are then read aloud so that all in attendance may hear the results and examine the bids. Those purchases are presented to the City Council for action with a staff recommendation.

The same exceptions to the requirement to obtain competitive quotations apply to sealed bids. In addition, sealed bids are not required for the purchase of liability or health insurance. With purchases up to \$20,000, the City Council can determine that competitive bids are not required and vote to set another purchasing procedure.

It is more common, however, that the City Manager determines that some purchases under \$10,000 will be made by sealed bid. A common reason for this includes purchases like a multi-function copier where we have specifications that a machine might need to meet, but are not looking for any particular model. It can be advantageous to ask multiple vendors to submit sealed bids for various models that will meet the specifications for the most competitive price. In other cases, staff might not be certain whether a purchase will be more or less than \$10,000 and will pre-emptively request sealed bids to shorten the time to procure the item.

Considerations in Selecting a Bidder:

When using taxpayer funds, cost is always a consideration. However, it is not the only consideration. The Policy states that we consider contracts with the lowest *responsible* bidder. With regard to that, the Policy says:

- ❖ In determining the lowest responsible bidder, in addition to price, the City Council may consider;
 - a. The ability, capacity, and skill of the bidder to perform as contracted.

- b. Whether the bidder can perform in a timely manner consistent with City requirements.
- c. The character, integrity, reputation, judgment, experience and efficiency of the bidder.
- d. The performance of previous contracts.
- e. The ability of the bidder to provide future maintenance and service.
- f. Other pertinent considerations as may be determined by the City Council.

Staff will often add certain qualifications to a request for bids, so that we are able to verify that a bidder is able to fulfill a contract. This can include such things as experience, references, proper insurance and licenses, etc. Issues with past performance have also been reasons to reject a bid that comes in lower than others.

Joint Competitive Purchasing:

Legislation allows member local units of government and schools to take advantage of equipment, vehicle, and service purchases through the MiDEAL program. The City participates in this program, where the State of Michigan periodically competitively bids commonly purchased goods and services. Examples include police patrol vehicles, public safety radios, public works vehicle chassis, winter road salt, etc.

The advantages of the program include reduced purchasing time because the State has completed the sealed bid process; as well as very competitive rates because vendors are bidding anticipating a high volume of sales to units of government all over the State.

Disadvantages can be that smaller, local vendors are not always able to compete with the MiDEAL rates. However, we have taken steps in the past to level the field. For instance, a couple of times the City has entertained a sale price from a local dealership close to the MiDEAL rate on a patrol vehicle. Council has approved a variation of around 1% above the MiDEAL price to make the purchase locally, recognizing the economies associated with travel for delivery and established relationships for future service.

Conclusion:

I trust that this helps to provide some additional clarity and understanding regarding procurement and purchasing procedures. Please do not hesitate to contact me with any questions or if I can provide any additional information.

Attachment:

- Resolution 2022-08 – Procurement and Purchasing Policy

2022-08

CITY OF JONESVILLE
COUNTY OF HILLSDALE
STATE OF MICHIGAN

RESOLUTION – ADOPT A PROCUREMENT AND PURCHASING POLICY

At a Regular Meeting of the City Council of the City of Jonesville, County of Hillsdale, and State of Michigan, held in the Jonesville Police Department in said City on the 20th day of July, 2022, at 6:30 in the p.m.

PRESENT: Tim Bowman, Jerry Drake, Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose and Gerry Arno.

ABSENT: None.

The following preamble and resolution were offered by Councilperson Brenda Guyse and supported by Councilperson Tim Bowman.

WHEREAS, the City of Jonesville has had a Purchasing Policy for the competitive purchase of goods and services for many years; and

WHEREAS, the City of Jonesville desires to undertake the necessary actions to ensure that its policy is in full compliance with State of Michigan Public Acts and with Title 2 of the Code of Federal Regulations (CFR) for purchases utilizing federal funds.

NOW, THEREFORE, BE IT RESOLVED, that the City of Jonesville hereby adopts the following Purchasing Policy and it shall be given immediate effect.

BE IT FURTHER RESOLVED, that any Resolution or Policy that is in conflict with these provisions, and all prior adopted procurement and purchasing policies are hereby rescinded.

PURCHASING POLICY

- A. The City Manager shall have authority to approve the purchase of any product or service provided that:
1. Sufficient funds have been budgeted within the activity;
 2. Comparative price quotations shall be obtained for purchases and contracts in excess of \$500.00 but less than \$10,000.00. Sealed competitive bidding, requests for proposals or requests for qualifications may be used in lieu of comparative price quotations. This requirement may be waived by the City Manager when the criteria in paragraph B.1. are met or when determined by the City Manager to be in the best interest of the City.

3. In the absence of the City Manager, the City Mayor shall approve or deny purchases that exceed the authority delegated by the Manager to Department Heads and staff. In the absence of the Manager and the Mayor, the City Mayor Pro-Tem shall approve or deny said purchases.
- B. Sealed competitive bidding shall be required for any contract of \$10,000.00 or more.
1. Exceptions:
 - a. Professional Services
 - b. Emergency Repairs
 - c. The City Council may waive the competitive bid requirements for contracts of \$10,000.00 up to \$20,000.00 by a majority vote and determine the purchasing procedure it deems appropriate.
 - d. The City Council may waive the competitive bid requirement for contracts for services of \$20,000.00 or more by a majority vote and determine the Purchasing Procedure it deems appropriate. Such contracts may include, but are not limited to, the following;
 1. Liability Insurance
 2. Health Insurance
 3. A needed product or service is available from only one supplier (sole-source).
 - a. The purchase of equipment for which there is no comparable competitive product.
 - b. The purchase of public utility services which are natural or regulated monopolies.
 - c. The purchase of a component or replacement parts for which there is no commercially available substitute.
 - d. The purchase of an item where compatibility is the overriding consideration.
 - e. The purchase of a used item.
 - e. Transactions between governmental units.
- C. Award of Contract and Rejection of Bids
1. The City Council shall have the authority to reject any or all bids when it determines that the public interest will be served thereby.
 2. The City Council shall have the authority to waive any formalities in the bidding process when it determines that the public interest will be served.
 3. In determining the lowest responsible bidder, in addition to price, the City Council may consider;
 - a. The ability, capacity, and skill of the bidder to perform as contracted.
 - b. Whether the bidder can perform in a timely manner consistent with City requirements.
 - c. The character, integrity, reputation, judgment, experience and efficiency of the bidder.
 - d. The performance of previous contracts.
 - e. The ability of the bidder to provide future maintenance and service.
 - f. Other pertinent considerations as may be determined by the City Council.
- D. Purchases Utilizing Federal Funds

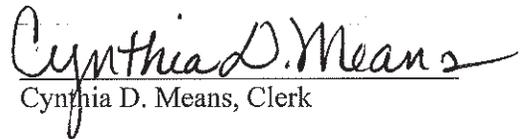
1. Any purchases that utilize federal funds shall be made in compliance with the Code of Federal Regulations (CFR) Title 2 Parts 200.318 to 200.326, as may be amended from time to time, and this Purchasing Policy. CFR Title 2 Parts 200.318 to 200.326 in effect at the time of the adoption of this Policy are included as Attachment 1.

AYES: Members: Tim Bowman, Jerry Drake, Brenda Guyse, George Humphries Jr.,
Delesha Padula, Andy Penrose and Gerry Arno.

NAYS: Members: None.

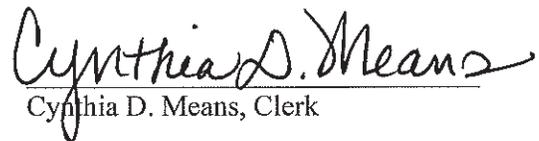
ABSENT: Members: None.

RESOLUTION DECLARED ADOPTED.


Cynthia D. Means, Clerk

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Jonesville, County of Hillsdale and State of Michigan at a regular meeting held on the 20th day of July, 2022, and that public notice was given pursuant to Act 267, Public Acts of Michigan, 1976, as amended, including in the case of a special or rescheduled meeting notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.




Cynthia D. Means, Clerk

Attachment 1

§ 200.318 General procurement standards.

(a) The non-Federal entity must have and use documented procurement procedures, consistent with State, local, and tribal laws and regulations and the standards of this section, for the acquisition of property or services required under a Federal award or subaward. The non-Federal entity's documented procurement procedures must conform to the procurement standards identified in [§§ 200.317](#) through [200.327](#).

(b) Non-Federal entities must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.

(c)

(1) The non-Federal entity must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-Federal entities may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity.

(2) If the non-Federal entity has a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian tribe, the non-Federal entity must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, the non-Federal entity is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization.

(d) The non-Federal entity's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.

(e) To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the Federal Government, the non-Federal entity is encouraged to enter into state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services. Competition requirements will be met with documented procurement actions using strategic sourcing, shared services, and other similar procurement arrangements.

(f) The non-Federal entity is encouraged to use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.

(g) The non-Federal entity is encouraged to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.

(h) The non-Federal entity must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. See also [§ 200.214](#).

(i) The non-Federal entity must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to, the following: Rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.

(j)

(1) The non-Federal entity may use a time-and-materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time-and-materials type contract means a contract whose cost to a non-Federal entity is the sum of:

(i) The actual cost of materials; and

(ii) Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

(2) Since this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the non-Federal entity awarding such a contract must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

(k) The non-Federal entity alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the non-Federal entity of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgment for that of the non-Federal entity unless the matter is primarily a Federal concern. Violations of law will be referred to the local, state, or Federal authority having proper jurisdiction.

[[85 FR 49543](#), Aug. 13, 2020, as amended at [86 FR 10440](#), Feb. 22, 2021]

§ 200.319 Competition.

(a) All procurement transactions for the acquisition of property or services required under a Federal award must be conducted in a manner providing full and open competition consistent with the standards of this section and [§ 200.320](#).

(b) In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include but are not limited to:

(1) Placing unreasonable requirements on firms in order for them to qualify to do business;

(2) Requiring unnecessary experience and excessive bonding;

(3) Noncompetitive pricing practices between firms or between affiliated companies;

(4) Noncompetitive contracts to consultants that are on retainer contracts;

(5) Organizational conflicts of interest;

(6) Specifying only a “brand name” product instead of allowing “an equal” product to be offered and describing the performance or other relevant requirements of the procurement; and

(7) Any arbitrary action in the procurement process.

(c) The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local, or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.

(d) The non-Federal entity must have written procedures for procurement transactions. These procedures must ensure that all solicitations:

(1) Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a “brand name or equivalent” description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and

(2) Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.

(e) The non-Federal entity must ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, the non-Federal entity must not preclude potential bidders from qualifying during the solicitation period.

(f) Noncompetitive procurements can only be awarded in accordance with [§ 200.320\(c\)](#).

[§ 200.320 Methods of procurement to be followed.](#)

The non-Federal entity must have and use documented procurement procedures, consistent with the standards of this section and [§§ 200.317](#), [200.318](#), and [200.319](#) for any of the following methods of procurement used for the acquisition of property or services required under a Federal award or sub-award.

(a) ***Informal procurement methods.*** When the value of the procurement for property or services under a Federal award does not exceed the *simplified acquisition threshold (SAT)*, as defined in [§ 200.1](#), or a lower threshold established by a non-Federal entity, formal procurement methods are not required. The non-Federal entity may use informal procurement methods to expedite the completion of its transactions and minimize the associated administrative burden and cost. The informal methods used for procurement of property or services at or below the SAT include:

(1) ***Micro-purchases*** -

(i) ***Distribution.*** The acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (See the definition of *micro-purchase* in [§ 200.1](#)). To the maximum extent practicable, the non-Federal entity should distribute micro-purchases equitably among qualified suppliers.

(ii) **Micro-purchase awards.** Micro-purchases may be awarded without soliciting competitive price or rate quotations if the non-Federal entity considers the price to be reasonable based on research, experience, purchase history or other information and documents it files accordingly. Purchase cards can be used for micro-purchases if procedures are documented and approved by the non-Federal entity.

(iii) **Micro-purchase thresholds.** The non-Federal entity is responsible for determining and documenting an appropriate micro-purchase threshold based on internal controls, an evaluation of risk, and its documented procurement procedures. The micro-purchase threshold used by the non-Federal entity must be authorized or not prohibited under State, local, or tribal laws or regulations. Non-Federal entities may establish a threshold higher than the Federal threshold established in the Federal Acquisition Regulations (FAR) in accordance with [paragraphs \(a\)\(1\)\(iv\)](#) and [\(v\)](#) of this section.

(iv) **Non-Federal entity increase to the micro-purchase threshold up to \$50,000.** Non-Federal entities may establish a threshold higher than the micro-purchase threshold identified in the FAR in accordance with the requirements of this section. The non-Federal entity may self-certify a threshold up to \$50,000 on an annual basis and must maintain documentation to be made available to the Federal awarding agency and auditors in accordance with [§ 200.334](#). The self-certification must include a justification, clear identification of the threshold, and supporting documentation of any of the following:

(A) A qualification as a low-risk auditee, in accordance with the criteria in [§ 200.520](#) for the most recent audit;

(B) An annual internal institutional risk assessment to identify, mitigate, and manage financial risks; or,

(C) For public institutions, a higher threshold consistent with State law.

(v) **Non-Federal entity increase to the micro-purchase threshold over \$50,000.** Micro-purchase thresholds higher than \$50,000 must be approved by the cognizant agency for indirect costs. The non-federal entity must submit a request with the requirements included in [paragraph \(a\)\(1\)\(iv\)](#) of this section. The increased threshold is valid until there is a change in status in which the justification was approved.

(2) **Small purchases -**

(i) **Small purchase procedures.** The acquisition of property or services, the aggregate dollar amount of which is higher than the micro-purchase threshold but does not exceed the simplified acquisition threshold. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources as determined appropriate by the non-Federal entity.

(ii) **Simplified acquisition thresholds.** The non-Federal entity is responsible for determining an appropriate simplified acquisition threshold based on internal controls, an evaluation of risk and its documented procurement procedures which must not exceed the threshold established in the FAR. When applicable, a lower simplified acquisition threshold used by the non-Federal entity must be authorized or not prohibited under State, local, or tribal laws or regulations.

(b) **Formal procurement methods.** When the value of the procurement for property or services under a Federal financial assistance award exceeds the SAT, or a lower threshold established by a non-Federal entity, formal procurement methods are required. Formal procurement methods require following documented procedures. Formal procurement methods also require public advertising unless a non-competitive procurement can be used in accordance with [§ 200.319](#) or [paragraph \(c\)](#) of this section. The following formal methods of procurement are used for procurement of property or services above the

simplified acquisition threshold or a value below the simplified acquisition threshold the non-Federal entity determines to be appropriate:

(1) **Sealed bids.** A procurement method in which bids are publicly solicited and a firm fixed-price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bids method is the preferred method for procuring construction, if the conditions.

(i) In order for sealed bidding to be feasible, the following conditions should be present:

(A) A complete, adequate, and realistic specification or purchase description is available;

(B) Two or more responsible bidders are willing and able to compete effectively for the business; and

(C) The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

(ii) If sealed bids are used, the following requirements apply:

(A) Bids must be solicited from an adequate number of qualified sources, providing them sufficient response time prior to the date set for opening the bids, for local, and tribal governments, the invitation for bids must be publicly advertised;

(B) The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;

(C) All bids will be opened at the time and place prescribed in the invitation for bids, and for local and tribal governments, the bids must be opened publicly;

(D) A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and

(E) Any or all bids may be rejected if there is a sound documented reason.

(2) **Proposals.** A procurement method in which either a fixed price or cost-reimbursement type contract is awarded. Proposals are generally used when conditions are not appropriate for the use of sealed bids. They are awarded in accordance with the following requirements:

(i) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Proposals must be solicited from an adequate number of qualified offerors. Any response to publicized requests for proposals must be considered to the maximum extent practical;

(ii) The non-Federal entity must have a written method for conducting technical evaluations of the proposals received and making selections;

(iii) Contracts must be awarded to the responsible offeror whose proposal is most advantageous to the non-Federal entity, with price and other factors considered; and

(iv) The non-Federal entity may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby offeror's qualifications are evaluated and the most qualified offeror is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms that are a potential source to perform the proposed effort.

(c) ***Noncompetitive procurement.*** There are specific circumstances in which noncompetitive procurement can be used. Noncompetitive procurement can only be awarded if one or more of the following circumstances apply:

- (1) The acquisition of property or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (see [paragraph \(a\)\(1\)](#) of this section);
- (2) The item is available only from a single source;
- (3) The public exigency or emergency for the requirement will not permit a delay resulting from publicizing a competitive solicitation;
- (4) The Federal awarding agency or pass-through entity expressly authorizes a noncompetitive procurement in response to a written request from the non-Federal entity; or
- (5) After solicitation of a number of sources, competition is determined inadequate.

§ 200.321 Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.

(a) The non-Federal entity must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

(b) Affirmative steps must include:

- (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
- (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
- (6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in [paragraphs \(b\)\(1\)](#) through [\(5\)](#) of this section.

§ 200.322 Domestic preferences for procurements.

(a) As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.

(b) For purposes of this section:

- (1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.

(2) “Manufactured products” means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

§ 200.323 Procurement of recovered materials.

A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at [40 CFR part 247](#) that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

§ 200.324 Contract cost and price.

(a) The non-Federal entity must perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the non-Federal entity must make independent estimates before receiving bids or proposals.

(b) The non-Federal entity must negotiate profit as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.

(c) Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that costs incurred or cost estimates included in negotiated prices would be allowable for the non-Federal entity under [subpart E of this part](#). The non-Federal entity may reference its own cost principles that comply with the Federal cost principles.

(d) The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used.

§ 200.325 Federal awarding agency or pass-through entity review.

(a) The non-Federal entity must make available, upon request of the Federal awarding agency or pass-through entity, technical specifications on proposed procurements where the Federal awarding agency or pass-through entity believes such review is needed to ensure that the item or service specified is the one being proposed for acquisition. This review generally will take place prior to the time the specification is incorporated into a solicitation document. However, if the non-Federal entity desires to have the review accomplished after a solicitation has been developed, the Federal awarding agency or pass-through entity may still review the specifications, with such review usually limited to the technical aspects of the proposed purchase.

(b) The non-Federal entity must make available upon request, for the Federal awarding agency or pass-through entity pre-procurement review, procurement documents, such as requests for proposals or invitations for bids, or independent cost estimates, when:

(1) The non-Federal entity's procurement procedures or operation fails to comply with the procurement standards in this part;

(2) The procurement is expected to exceed the Simplified Acquisition Threshold and is to be awarded without competition or only one bid or offer is received in response to a solicitation;

(3) The procurement, which is expected to exceed the Simplified Acquisition Threshold, specifies a “brand name” product;

(4) The proposed contract is more than the Simplified Acquisition Threshold and is to be awarded to other than the apparent low bidder under a sealed bid procurement; or

(5) A proposed contract modification changes the scope of a contract or increases the contract amount by more than the Simplified Acquisition Threshold.

(c) The non-Federal entity is exempt from the pre-procurement review in [paragraph \(b\)](#) of this section if the Federal awarding agency or pass-through entity determines that its procurement systems comply with the standards of this part.

(1) The non-Federal entity may request that its procurement system be reviewed by the Federal awarding agency or pass-through entity to determine whether its system meets these standards in order for its system to be certified. Generally, these reviews must occur where there is continuous high-dollar funding, and third-party contracts are awarded on a regular basis;

(2) The non-Federal entity may self-certify its procurement system. Such self-certification must not limit the Federal awarding agency's right to survey the system. Under a self-certification procedure, the Federal awarding agency may rely on written assurances from the non-Federal entity that it is complying with these standards. The non-Federal entity must cite specific policies, procedures, regulations, or standards as being in compliance with these requirements and have its system available for review.

§ 200.326 Bonding requirements.

For construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold, the Federal awarding agency or pass-through entity may accept the bonding policy and requirements of the non-Federal entity provided that the Federal awarding agency or pass-through entity has made a determination that the Federal interest is adequately protected. If such a determination has not been made, the minimum requirements must be as follows:

(a) A bid guarantee from each bidder equivalent to five percent of the bid price. The “bid guarantee” must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.

(b) A performance bond on the part of the contractor for 100 percent of the contract price. A “performance bond” is one executed in connection with a contract to secure fulfillment of all the contractor's requirements under such contract.

(c) A payment bond on the part of the contractor for 100 percent of the contract price. A “payment bond” is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

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

**JONESVILLE CITY COUNCIL
Minutes of December 20, 2023**

A meeting of the Jonesville City Council was held on Wednesday, December 20, 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, Chris Grider, Brenda Guyse, George Humphries Jr., and Andy Penrose. Absent: Delesha Padula.

Also present: Manager Gray, Treasurer Spahr, WWTP Supt. Hughes, DPW Supt. Kyser, Public Safety Director Lance, Attorney Lovinger, Dana Kyser, Logan Church, Joe Luna, Rick Riggs, Steve Lanius, Scott Lucas, Lisa Adair, Icelyn Trumble, Carrie Spradlin, Ava Barber, Jenna Hadley, Kaylin Reaume, Brandon DeSantos, Bryce Loveland, Jayden Duque, Reagan Kast, Haley Steveson and Mark Nichols.

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

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

An update was presented by Steve Lanius on behalf of the Hillsdale County Commissioners.

Andy Penrose made a motion and was supported by Brenda Guyse to confirm the appointment of Fire Department officers as follows: Fire Chief, Mike Lance; Deputy Fire Chief, Rick Riggs; Assistant Fire Chief, Scott Lucas; Fire Captain, Nate Baker; and Fire Lieutenant, Joe Luna. All in favor. Absent: Delesha Padula. Motion carried.

A motion was made by Brenda Guyse and supported by Tim Bowman to award the sealed bid for the Fire Department Generator to Crouch Electric, LLC in the amount of \$12,551.00 All in favor. Absent: Delesha Padula. Motion carried.

Brenda Guyse made a motion and was supported by George Humphries Jr. to adopt Resolution 2023-14 – Employee Identification Badge Policy for immediate effect. Roll Call Vote: Ayes: Tim Bowman, Chris Grider, Brenda Guyse, George Humphries Jr., Andy Penrose and Gerry Arno. Nays: None. Absent: Delesha Padula. Motion carried.

A motion was made by Tim Bowman and supported by Andy Penrose to adopt Resolution 2023-15 – Obligate American Rescue Plan Act Funding. Roll Call Vote: Ayes: Tim Bowman, Chris Grider, Brenda Guyse, George Humphries Jr., Andy Penrose and Gerry Arno. Nays: None. Absent: Delesha Padula. Motion carried.

Andy Penrose made a motion and was supported by George Humphries Jr. to approve distribution of the Recreation Plan for incorporation in the City's Master Plan, pursuant to Section 41 of PA 33 of 2008, the Michigan Planning Enabling Act. All in favor. Absent: Delesha Padula. Motion carried.

A motion was made by Brenda Guyse and supported by Tim Bowman to receive the annual LDFA and DDA reports and place them on file. All in favor. Absent: Delesha Padula. Motion carried.

Brenda Guyse made a motion and was supported by Chris Grider to approve the 2024 Council meeting calendar. All in favor. Absent: Delesha Padula. Motion carried.

A motion was made by Brenda Guyse and supported by Chris Grider to approve the minutes of November 15, 2023 with noted corrections. All in favor. Absent: Delesha Padula. Motion carried.

Andy Penrose made a motion and was supported by Tim Bowman to approve the Accounts Payable for December 2023 in the amount of \$89,937.43. All in favor. Absent: Delesha Padula. Motion carried.

A motion was made by Brenda Guyse and supported by George Humphries Jr. to receive and place the minutes of Downtown Development Authority (DDA) – September 12, 2023 and Planning Commission – December 12, 2023 on file. All in favor. Absent: Delesha Padula. Motion carried.

Updates were given by Department Heads and Manager Gray.

Updates were given by Council.

Mayor Arno adjourned the meeting at 7:07 p.m.

Submitted by:

Cynthia D. Means
Clerk

Gerald E. Arno
Mayor

01/18/2024

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
AT&T	LOCAL/LONG DISTANCE	735.82
BAKER, VICKI/B & B CLEANING,	CITY HALL/JPD/JFD CLEANING SERVICES	550.00
BRINER OIL CO., INC.	MVP - BULK TANK	138.58
	JPD/WWTP/MVP - GASOLINE	223.54
	JFD - GASOLINE/CUSTOMER #7779	151.03
	JFD - GASOLINE/ACCT 7779	45.51
	JPD/MVP - GASOLINE	350.67
	MVP - BULK TANK	340.15
	MVP - BULK TANK	158.75
	MVP - OIL	998.37
		2,406.60
BUTTERS EXCAVATING & LAWN CARCEMETERY MAINT/SEXTON SERVICES		3,741.67
CAPITAL ONE	WALMART - SUPPLIES/REPAIRS	511.21
CHALLENGER 2.0, LLC	JFD INTERNET REPAIR	125.00
COLOSSUS, INC/DBA INTERACT PUJPD	- SOFTWARE MAINTENANCE	3,545.89
CONSUMERS ENERGY	JFD - EMERGENCY SIREN ELECTRICITY	42.99
	CITY HALL 3RD FLOOR ELECTRICITY	28.79
	IRON REMOVAL PLANT ELECTRICITY	1,452.85
	500 IND PKWY SPRINKLER METER ELECTRICITY	31.83
	100 DEAL PKWY SPRINKLER METER ELECTRICITY	34.00
	598 IND PKWY SPRINKLER METER ELECTRICITY	29.22
	WATER TOWER ELECTRICITY	85.45
	CITY-WIDE STREETLIGHT ELECTRICITY	1,268.60
	DDA - UNMETERED PARKING LOT LIGHT ELECTRICITY	27.68
	CITY HALL SECOND FLOOR ELECTRICITY	29.22
	FAST PARK ELECTRICITY	135.15
	DDA - METERED PARKING LOT LIGHT ELECTRICITY	38.20
	FREEDOM MEMORIAL ELECTRICITY	46.59
	CITY-WIDE LED LIGHT ELECTRICITY	1,364.58
	JPD ELECTRICITY	143.00
	WWTP ELECTRICITY	5,652.18
	DOWNTOWN/STREETSCAPE LIGHT ELECTRICITY	469.48
	RADIO TOWER ELECTRICITY	38.65
	JFD TRAINING ROOM ELECTRICITY	73.42
	JFD TRUCK BAY ELECTRICITY	139.79
	DPW BUILDING ELECTRICITY	118.07
	WRIGHT ST PARK ELECTRICITY	34.58
	CITY HALL ELECTRICITY	163.26
	100 DEAL PKWY SPRINKLER METER ELECTRICITY	35.01
	500 IND PKWY SPRINKLER METER ELECTRICITY	32.84
	598 IND PKWY SPRINKLER METER ELECTRICITY	29.66
	WATER TOWER ELECTRICITY	81.50
	WRIGHT ST PARK ELECTRICITY	35.72
	DPW BUILDING ELECTRICITY	233.91
	CITY HALL ELECTRICITY	175.61
	RADIO TOWER ELECTRICITY	40.80
	JFD TRUCK BAY ELECTRICITY	159.15
	JFD TRAINING ROOM ELECTRICITY	78.46
	CITY HALL SECOND FLOOR ELECTRICITY	29.24
	FAST PARK ELECTRICITY	445.11
	DDA - METERED PARKING LOT LIGHT ELECTRICITY	39.78
	FREEDOM MEMORIAL ELECTRICITY	50.37
	CITY-WIDE LED LIGHT ELECTRICITY	1,386.35
	DOWNTOWN/STREETSCAPE LIGHT ELECTRICITY	547.33
	JPD ELECTRICITY	166.95
	DDA - UNMETERED PARKING LOT LIGHT ELECTRICITY	28.66
	CITY-WIDE STREET LIGHT ELECTRICITY	1,311.75
	WWTP ELECTRICITY	5,090.64
		21,446.42
COUNTRYSIDE TROPHIES	LDFA - NAME PLATE	9.00
CSZ SERVICES, LLC	ASSESSING SERVICES	5,670.00
CURRENT OFFICE SOLUTIONS	JPD - COPIER MAINTENANCE	5.41
	JFD - SUPPLIES	113.85

01/18/2024

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
DEPENDABLE FIRE APPARATUS, LIJFD	TRUCK 535 REPAIRS	262.19
	JFD - SUPPLIES	24.42
		286.61
D-P EQUIPMENT CO.	MVP - VEHICLE REPAIRS	63.54
DR LAB SERVICES, LLC	WATER/WWTP - LAB MAINTENANCE	1,700.00
EAST 2 WEST ENTERPRISES, INC.	CLEAN CITY HALL CONF ROOM CHAIRS	140.00
EDP OF HILLSDALE COUNTY	LDFA - ANNUAL SPONSORSHIP	15,000.00
ELWOOD STAFFING SERVICES, INC	DPW TEMP W/E 12/17/23	810.00
	DPW TEMP W/E 12/24/23	648.00
	DPW TEMP W/E 12/31/23	486.00
	DPW TEMP W/E 01/07/24	648.00
		2,592.00
FERGUSON WATERWORKS #3386	WATER - ANNUAL SOFTWARE FEE	6,201.36
	NEW WATER METERS	2,855.67
		9,057.03
FIRST NATIONAL BANK OMAHA	ZOOM MEMBERSHIP	15.99
	SUPPLIES/REPAIRS/MEMBERSHIPS/CONFERENCES	1,157.67
		1,173.66
FLINT TRUCK SERVICE INC	JFD - TRUCK 532 REPAIRS	2,680.75
	JFD - TRUCK 532 MAINTENANCE	901.34
		3,582.09
GANNETT MICHIGAN LOCALIQ	PUBLIC NOTICES-BOARD OF REVIEW/PLANNING COMMISSION	96.20
GATEHOUSE MEDIA MICH HOLDINGS	SDDA - ROAD DIET MEETING NOTICE	82.20
GREENMARK EQUIPMENT	MVP - TRACTOR 2 REPAIRS	252.64
HYDROCORP, INC	WATER CROSS CONNECTION PROGRAM	568.00
JONESVILLE HARDWARE	SUPPLIES/REPAIRS	251.56
JONESVILLE LUMBER	SUPPLIES/REPAIRS	278.94
JONESVILLE, CITY OF	CITY HALL WATER/SEWER	51.80
	JFD WATER/SEWER	76.93
	JPD WATER/SEWER	51.80
	DPW WATER/SEWER	51.80
	WWTP WATER/SEWER	170.59
	WRIGHT ST PARK WATER/SEWER	38.87
		441.79
KEN STILLWELL FORD-MERCURY, IJFD	TRUCK 575 REPAIRS	383.49
LOVINGER & THOMPSON, P.C.	LEGAL FEES	323.75
	LEGAL FEES	138.75
		462.50
MACQUEEN EMERGENCY	JFD - FIRE BOOTS/HELMENT	1,127.17
MERIT LABORATORIES	WWTP - TESTING	402.00
MICHIGAN GAS UTILITIES	IRON REMOVAL PLANT - GAS SERVICE	188.72
	JPD - GAS/HEAT SERVICE	109.66
	WWTP - GAS/HEAT SERVICE	1,667.01
	JFD - GAS/HEAT SERVICE	298.78
	GAS LIGHT SERVICE	59.93
	CITY HALL - GAS/HEAT SERVICE	124.43
	DPW BUILDING - GAS/HEAT SERVICE	167.54
		2,616.07
MOTOROLA SOLUTIONS, INC	JPD - RADIO EQUIPMENT	215.46
	JPD - RADIO EQUIPMENT	120.73
		336.19
NORTH EAST FABRICATION CO, INMVP	BACKHOE REPAIR	85.00
	JFD - TRUCK 535 REVISIONS	750.00
		835.00
PERFORMANCE AUTOMOTIVE	JPD/JFD/MVP - SUPPLIES/REPAIRS	538.25
PM DOORS, LLC	JFD - OVERHEAD DOOR OPENER ANTENNAS	150.00
POINT RENTAL & SALES	MVP - SUPPLIES	25.80
	JFD - CHAIN SAW REPAIRS	30.00
		55.80
POSTMASTER	POSTAGE - WATER/SEWER BILLS	332.09
POWERS CLOTHING, INC.	JPD - UNIFORM ALTERATIONS	18.50
STATE OF MICHIGAN	JPD - LEIN ACCESS	33.00

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
STATE OF MICHIGAN/DEQ CASHIER	HUGHES - WW B LICENSE EXAM FEE	70.00
THE HARTFORD	JFD - FIREFIGHTER ACCIDENT INSURANCE	1,064.00
TRACTOR SUPPLY CREDIT PLAN	MVP - OPERATING SUPPLIES	91.94
TROJAN TECHNOLOGIES	WWTP - UV TERMINATION BOARD	1,416.72
UNIFIRST CORPORATION	MVP - SHOP TOWELS	33.47
	WWTP - UNIFORM RENTAL	45.97
	WWTP - UNIFORM RENTAL	45.97
	MVP - SHOP TOWELS	33.47
	WWTP - UNIFORM RENTAL	45.97
	WWTP - UNIFORM RENTAL	45.97
		250.82
UNIQUE PAVING MATERIALS CORP	COLD PATCH	235.46
USA BLUEBOOK	WWTP - BOD INCUBATOR	3,528.54
	WWTP - SUPPLIES	119.00
	WWTP - SUPPLIES	793.70
	WWTP - SUPPLIES	828.36
		5,269.60
UTILITY SERVICE CO, INC	WATER TOWER MAINT CONTRACT	8,248.61
VC3, INC.	MS EXCHANGE ONLINE - DEC 2023	100.00
VERIZON WIRELESS	JPD/DPW-CELL PHONES/RADIO TOWER/JPD/JFD-MODEMS	321.36
WITMER PUBLIC SAFETY GROUP,	IJFD - UNIFORM PANTS	351.16
	JFD - UNIFORM PANTS	54.50
		405.66
YOURMEMBERSHIP.COM, INC	AD - DPW SUPERINTENDENT	150.00
	Total:	99,341.36

Economic Development Partnership of Hillsdale County
Minutes of Regular Meeting
November 9, 2023

Board Members Present: John Condon, Rick Schaerer, Don Germann, Jeff Gray, Vicki Morris, David Mackie, Greg Moore, Sally Clark, Ron Griffith, Jeremiah Hodshire, Kelly Hodshire, Wanda White, Doug Ingles

Board Members Absent: Troy Reehl, Tony Samon, Jason Smith, Kelly LoPresto, Kym Blythe, Corey Parker

Staff: Susan Smith, Annette Sands

Public: Ben Wheeler

Call to Order: 8:04 a.m.- Rick Schaerer

- Motion by Jeff Gray to approve agenda,
Support by David Mackie, unanimously approved
- Motion by Kelly Hodshire to approve July 2023 Minutes
Support by Vicki Morris, unanimously approved
- Motion by Doug Ingles to approve Treasurer's Report
Support by Don Germann, unanimously approved
- Motion by Jeremiah Hodshire to approve the Director's Report
Support by John Condon, Unanimously approved

Treasurer's Report: Consisted of an overview of the EDP's current fiscal year 2023-2024, income and expenses. Currently, total Net Assets are \$303,110, with all of this being cash. Finances look very strong, with a current net income of \$83,843, which is higher than previous years. Fiscal Year is off to a good start, due to contract work taken on by EDP.

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

- Manufacturing Day held on October 25th
- College Career Night October 16th
- Sector Grant that EDP is partnered with Lenawee Now and JAMA
- Child Care Network Grant
- Interdyne Building *opportunity pending*
- GAAR MEDC Grant *application request*
- EDP Annual Celebration
- Luxwall Phase 2 update
- Tours with Senator Bellino
- Community engagement
- Discussion of Chris Poling, Owner Raptor Industries, interest to join EDP Board of Directors to represent Manufacturing Industry. Paragon is still on board, they are in survival mode with many changes in leadership. Discussion was in full support and will be on agenda to be voted on at January meeting.

- Thank you gift presentations to Vicki Morris and Rick Schaerer, in appreciation of 25 years of dedication and service to the EDP Board.

Round Table Discussion:

- Welcome to Ben Wheeler, City of Reading Economic Development Representative
- Vicki Morris- will be retiring at the end of year, but will be staying on board to continue Century Bank representation.
- Sally Clark- Cycle 1 Going Pro Grant application cycle is completed, there will be a second round in spring, which if grant approved the training can begin in July. Pleasure to work closely with Mary Carpenter, Hillsdale Hospital, with new hires. MWSE has IWT grants, apprenticeship opportunities/existing or creating with company (Water treatment?) Happy to meet with any company to discuss opportunities.
- Ron Griffith- upcoming Trends event
- Doug Ingles- Update on the courthouse renovations. Copper is completed, integrity and safety of windows is in question. Balance budget has been proposed.
- David Mackie- Meijer's is planning to open in February or March 2024. Will be meeting with Managers in near future, invitation to Sue to attend. Airport has experienced a tremendous amount of business from local businesses not all the college use, selling lots of fuel. New Terminal next March with FAA Grant of \$3 million dollars. Senator Bellino is very active within community, power plant and constituents. Shout out to City of Jonesville for plow truck selling and Hillsdale won bid, very happy with purchase.
- Wanda White- need to hire more people, but finding people with knowledge and willingness to work is difficult.
- John Condon- 100% moved into new location. Set up going great, well laid out, organized, and well lit.
- JJ Hodshire- Great growth at hospital: New Pediatric, Ear Nose and Throat doctors, Vascular. 72% of patients are medicare, need a lot more clients that are company payers. Hillsdale Hospital State of Hospital address. 70 million back to community, urology neurology continuation of care for community, Millions in charity to community, national podcast , rural access to healthcare, wellness Healthcare in community, sustain rural health. Instrumental part of community for over 106 years.
- Kelly Hodshire-Audit season is wrapping up, chance to breath before tax season. Very busy since many companies are backing away from different services. Hired a guy with business degree and have been teaching and training, working out very well.
- Jeff Gray- Road Diet Study of US 12, eliminate two travel lanes, calm traffic, fastest traffic by parked cars, public open house. It is all in the talking phase with council approved to look into-MDOT- 2026 construction. GCT America behind the scenes. This was a cold call to Jonesville with interest in a building, unfortunately nothing in community to meet their needs. Introduced to Sue/EDP all with the view that if a need isn't able to be met in the community, that we try to keep in the county.

- Greg Moore- plenty happening in the energy world. Consumers has been named top employer for veterans. Won Federal Government Grant of 100 million to strengthen Michigan's electric grid. Also reinforced JJ's concern to keep Healthcare local. This is the backbone of a community, which is need for prosperity of an area. Supporting local healthcare is vital.

Adjournment: 9:10 a.m.- Rick Schaerer

Respectfully submitted,
Annette Sands

Region 2 PLANNING COMMISSION

Serving Hillsdale, Jackson & Lenawee Counties

MEETING MINUTES

Hillsdale City Hall - Full Commission
97 N. Broad Street
Hillsdale, MI 49242

Thursday, November 9, 2023

I. **Call to Order** – Chair Jancek called the meeting to order at 2:15 p.m. A quorum was **NOT** present.

Attendance:

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

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

Staff Present: Brett Gatz, Jacob Hurt, Jill Liogghio, Alissa Starling

Others Present: Eric Cline, Michigan Dept. of Treasury; Andrea Strach, MDOT

A quorum was NOT present at the November 9, 2023 Full Commission meeting, therefore, no business was conducted. Formal approval of the Submitted Bills will take place at the December 6, 2023 Executive Committee meeting. Approval of action items from this meeting will be added to the agenda for the

December 6, 2023 Executive Committee meeting.

- II. Approval of Resolution of Financial Commitment Regarding the R2PC CEDS Grant Application Authorizing Executive Director to sign and submit documents related to the R2PC CEDS Grant Application** – Resolutions for financial commitment and application authorization were to be presented for R2PC’s application for the U.S. EDA FY2024 Partnership Planning (CEDS) Grant.
- III. Presentation by Eric Cline, Department Manager, Community Services Division, Michigan Department of Treasury** – Mr. Cline presented an overview of the services offered to local communities by the Michigan Department of Treasury.
- IV. Other Business** – None.
- V. Public Comment / Commissioners’ Comments** – None.
- VI. Adjournment** – There being no further business, Chair Jancek adjourned the meeting at 2:55 p.m.

Alan Beeker
Secretary

Region 2 PLANNING COMMISSION

Serving Hillsdale, Jackson & Lenawee Counties

MEETING MINUTES

Region 2 Planning Commission – Executive Committee
Jackson County Tower Bldg., 5th Floor
120 W. Michigan Ave.
Jackson, MI 49201

Wednesday, December 6, 2023

- I. **Call to Order** – Chair Pete Jancek called the meeting to order at 2:08 PM. A quorum was present.

Attendance:

✓ Bair	Gaede	✓ Overton	✓ Swartzlander
Beeker	✓ Gould	✓ Penrose	✓ Tillotson
✓ Donaldson	✓ Greene	Shotwell	✓ Witt
✓ Duckham	✓ Havican	✓ Sigers	
✓ Elwell	✓ Jancek	Southworth	

Key: ✓ = present

Staff Present: Brett Gatz, Jacob Hurt, Jill Liogghio, Zack Smith

Other Commissioners Present: Jerome Bussell, City of Morenci; Mel Cure, Vil. of Cement City; John Griffin, Summit Twp.; Danielle Gross, Vil. of Blissfield; Dave Herlein, Spring Arbor Twp.; Jeff Mitchell, Springport Twp.; Ray Snell, Jackson Co.; Jim VanDoren, Lenawee County;

Others Present: Charlie Briner, JCDOT; Don Mayle, MDOT; Andy Pickard, FHWA; Andrea Strach, MDOT; Jeff Votzke, Woodstock Twp.

- II. **Approval of the December 6, 2023 Agenda** – The motion was made by Comm. Bair, supported by Comm. Snell, to approve the December 6, 2023 agenda. The motion carried unanimously.
- III. **Public Comment** – No public comment.
- IV. **Approval of the Executive Committee Meeting Minutes for October 12, 2023** – The motion was made by Comm. Penrose, supported by Comm. Swartzlander, to approve the

Executive Committee meeting minutes of October 12, 2023 as submitted. The motion carried unanimously.

- V. **Receipt of Treasurer’s Reports of October 31 and November 30, 2023** – A motion was made by Comm. Snell, supported by Comm. Bair, to receive the October 31 and November 30, 2023 Treasurer’s Reports as presented. The motion carried unanimously.
- VI. **Approval of November 9 and December 6, 2023 Submitted Bills** – A motion was made by Comm. Bair, supported by Comm. Swartzlander, to approve payment of the November 9 and December 6, 2023 submitted bills. The motion carried unanimously.
- VII. **Staff Progress Report for October and November 2023** – The October and November 2023 staff progress reports were included in the agenda packet.
- VIII. **Approval of Amendments to the JACTS FY 2023-2026 Transportation Improvement Program (TIP)** – The following amendments to the JACTS FY 2023-2026 Transportation Improvement Program (TIP) were submitted by the Jackson County Department of Transportation:

Fiscal Year	Job no.	Project Name	Limits	Project Description	Funding	Action
2024	216519	Napoleon Rd.; Reynolds Rd.; Blackman Rd.; Hoyer Rd.	Broad St. to Lee Rd.; Kibby Rd. to McCain Rd.; W. Michigan Ave., to Lora Ln.-5 th St. to Napoleon Rd.; South St. to Flansburg Rd.-Township Line	One Course Overlay	\$782,000 STUL \$195,500 Local Total: \$977,500	Adjust Project Limits
2024	216522	Moscow Rd. & County Farm Rd.	County Line to M-60; Parma Rd. to Blackman Rd.	Spot Paving and Chip Seal	\$1,158,000 STUL \$154,998 State-D \$195,500 Local Total: \$1,447,500	Adjust Project Limits & Description

The following amendments to the JACTS FY 2023-2026 Transportation Improvement Program (TIP) were submitted by MDOT:

Fiscal Year	Job no.	Phase	County	Project Name	Limits	Primary Work Type	Project Description	Federal Budget	Federal Fund Source	State Budget	Local Budget	Total Phase Cost	Amend. Type
2024	213442	ROW	Jackson	I-94BL	Dwight Street to Bender Street	Reconstruction	Reconstruction, Watermain, Storm Sewer, Signals, and Pavement Markings	\$286,475	NH	\$57,967	\$5,588	\$350,000	Add

2024	213442	UTL	Jackson	I-94BL	Dwight Street to Bender Street	Reconstruction	Reconstruction, Watermain, Storm Sewer, Signals, and Pavement Markings	\$40,925	NH	\$27,225	\$794	\$50,000	Add
2024	211147	ROW	Jackson	M-99	South Street North & East to Gibbs Road	Road Rehabilitation	Multi-course HMA mill & re-surface, concrete pavement repairs, drainage improvements	\$122,775	ST	\$27,225	\$0	\$150,000	Add
2024	214082	PE	Jackson, Ingham, Lenawee, Washtenaw	US-127 NW I 94 Ramp	NB US-127 ramp to WP I-94	Traffic Safety	Install High Friction Surface Treatment	\$18,000	HSIP	\$2,000	\$0	\$20,000	Budget
2024	211675	CON	Jackson	M-50	US-127 BR / M-106 over Grand River & I-94 BL / M-50 over Grand River	Bridge Replacement	Bridge Replacement	\$9,935,401	BFP	\$2,010,372	\$192,775	\$13,352,398 \$8,546,444	Budget

Fiscal Year	Job no.	Phase	County	Project Name	Limits	Length	Primary Work Type	Project Description	Federal Budget	Federal Fund Source	State Budget	Local Budget	Total Phase Cost	Amendment Type
2024	218705	PE	Jackson	M-50	700 feet south of Crego Road to 4,026 feet south of Crego Road	0.63	Traffic Safety	Install High Friction Surface Treatment	\$18,000	HSIP	\$2,000	\$0	\$20,000	Add
2024	218705	CON	Jackson	M-50	700 feet south of Crego Road to 4,026 feet south of Crego Road	0.63	Traffic Safety	Install High Friction Surface Treatment	\$397,000	HSIP	\$44199	\$0	\$441,992	Add

The motion was made by Comm. Snell, supported by Comm. Bair to approve the TIP amendments presented by the Jackson County Department of Transportation and MDOT. The motion carried unanimously.

- IX. Election of 2024 Nominating Committee** – The motion was made by Comm. Elwell, supported by Comm. Bair, to keep the current slate of Nominating Committee members, with the exception of Jason Smith, who is no longer a commissioner. Those members are Alan Beeker, Pete Jancek, Mike Overton, and Ralph Tillotson. The motion carried unanimously.
- X. Approval of Resolution of Financial Commitment Regarding the R2PC CEDS Grant Application Authorizing Executive Director to sign and submit documents related to the R2PC CEDS Grant Application** – Resolutions for financial commitment and application authorization were presented for R2PC’s application for the U.S. EDA FY2024 Partnership Planning (CEDS) Grant. Motion was made by Comm. Elwell, supported by Comm. Bair, to approve Resolution of Financial Commitment as well as the Executive Director signing and submitting documents related to the R2PC CEDS Grant Application. The motion carried unanimously.
- XI. Approval of the JACTS 2050 Long Range Transportation Plan** – Brett Gatz presented the final 2050 Long Range Transportation Plan for approval. Motion was made by Comm. Snell, supported by Comm. Penrose, to approve the 2050 Long Range Transportation Plan. The motion carried unanimously.
- XII. Approval of 2024 R2PC Meeting Calendar** – Motion was made by Comm. Bair, supported by Comm. Snell, to approve the 2024 R2PC meeting calendar. The motion carried unanimously.
- IX. Other Business** – Executive Committee vacancies were discussed. The 2024 Executive Committee will be elected at the January 2024 Full Commission meeting.
- X. Public Comment / Commissioners’ Comments** – None.
- XI. Adjournment** – There being no further business, Chair Jancek adjourned the meeting at 2:21 p.m.

Dale Witt
Vice-Chair

Jonesville Police Department

116 West Chicago Road
Jonesville, Michigan. 49250

911 Police Service Administration (517) 849-2101

FAX (517) 849-2520

ACTIVITY SUMMARY FOR DECEMBER 2023

Total reports written: 31
Criminal Sexual Conduct: 1
Break and Enter: 0
Larceny from Building: 0
Theft from Motor Vehicle: 2
Fraud: 1
Missing Person: 1
Larceny- Other: 0
Non-Violent Domestic: 0
Retail Fraud: 2
Natural Death: 0
Operating while Intoxicated: 0
Obstructing Justice: 0
Public Roadway Accidents: 4
Private Property Accidents: 6
Other Arrests: 4 (warrants, traffic-DWLS/Revoked, etc.)
Civil Matter/Family Disputes: 6
Medical Emergency: 2
Open Door: 1
Ordinance Violation: 1
Juvenile Trouble: 2
Suspicious Situations: 3
Lost and Found Property: 0
General Assistance: 3
Traffic/Moving Violations: 6
Juvenile Petitions: 1
Warrants Received from Prosecutor: 4



114 W. Chicago St.

Jonesville, MI 49250

(517) 849-2101

(517) 849-2520 Fax

Runs for December

Run	Members	Date	Type of call	Location	City	Fayette	Scipio	Mutual	Training
211	8	12/1/2023	Trainings	Carl Fast Park					X
212	6	12/2/2023	PI Accident	Ball Rd and Hillsdale Rd		X			
213	9	12/2/2023	Trainings	Walmart					X
214	5	12/3/2023	Medical Disregard	419 Parkwood Dr.	X				
215	4	12/10/2023	Trainings	Walmart					X
216	9	12/11/2023	Vehicle Fire	517 oak st		X			
217	5	12/12/2023	PI Accident	concord rd & litchfield rd			X		
218	6	12/13/2023	Controlled Burn	4480 N. Lake Wilson		X			
219	7	12/13/2023	Trainings	Station 5					X
220	4	12/14/2023	Structure Fire	320 Willow ST	X				
221	8	12/14/2023	Structure Fire	413 Baker St	X				
222	5	12/15/2023	PI Accident	N. Adams rd and White rd		X			
223	9	12/16/2023	Wires Down	495 Salem Dr	X				
224	7	12/18/2023	Structure Fire	417 W fayette st				X	
225	8	12/22/2023	Assist Medical	659 Craig St.	X				
226	6	12/26/2023	Assist Medical	4500 Wise Rd		X			
227	8	12/27/2023	Sta 5 Equipment Inspe	Sta 5					X
228	7	12/27/2023	Fire Disregard	Rakers Acres 10371 Rainey Rd				X	
229	4	12/30/2023	Trainings	Sta 3					X

Year Total Type of Call

City	Fayette	Scipio	Mutual
85	52	19	40
Training			
33			

Total for December 19
 Total for the Year 229

Monthly Calls

	City	Fayette	Scipio	Mutual	Training
January	2	3	1	12	3
Febuary	18	4	4	8	2
March	3	2	1	2	2
April	8	10	2	1	2
May	8	2	1	3	4
June	12	9	2	2	1
July	12	2	2	3	1
August	10	5	0	1	1
September	1	5	3	3	2
October	2	1	1	0	6
November	4	4	1	3	3
December	5	5	1	2	6

MONTHLY OPERATING REPORT

December 2023

SUBMITTED: **January 8,2024**

WATER FLOW

MAXIMUM	215,000
MINIMUM	107,000
AVERAGE	157,000
TOTAL	4.861 MG

WASTEWATER FLOW

MAXIMUM	287,500
MINIMUM	214,000
AVERAGE	264,100
TOTAL	7.3955 MG

CALLOUTS: **No Call Outs**

OPERATION & MAINTENANCE

The plant was in compliance with the NPDES permit limitations during the month of December 2023. Starting in May and lasting through September the discharge limits on compatible pollutants imposed by Michigan EGLE are stricter because of possible bodily contact and differing aquatic conditions in the receiving stream. In December 2023 the Wastewater Plant met the summer limits for discharge.

The Wastewater Plant Laboratory processed 115 Bacteria tests, 20 Nitrate tests and 8 Nitrite tests in September. The annual totals through December 2023 are as follows:

- Total Coliform Bacteria-----1481
- Nitrates-----267
- Nitrites-----126

DR Labs was on site to calibrate lab equipment for compliance with EGLE. The B.O.D. (biological oxygen demand) incubator was replaced, the old was 30 years Old. Plant Staff did final round of lagoons for North Adams, Merry Lake, Lake Diane.

5-Day Biochemical Oxygen Demand

NPDES Permit 30 Day Average Limit is 20 mg/l

NPDES Permit Daily Maximum is 30 mg/l

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

Jonesville Monthly Average—3.3 mg/l

Average Percent Removal from the Raw Wastewater—98.1 %

Daily Maximum—5.1 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—3.2 mg/l

Average Percent Removal from the Raw Wastewater—95.4%

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—0.70 mg/l

Average Percent Removal from the Raw Wastewater—90.1%

Ammonia Nitrogen

Monthly Average Limit is Report Only

Daily Maximum Limit is 7.0 mg/l

Ammonia Nitrogen is the result of bacterial decomposition of organic nitrogen. Examples Of organic nitrogen include animal and plant protein, amino acids and urea from urine.

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

Jonesville Monthly Average—1.49 mg/l

Average Percent Removal from the Raw Wastewater—83.2%

Jonesville Daily Maximum—3.53 mg/l

Ed Hughes

Jonesville Dept of Public Works

December 2023

Monthly Report

	Maintenance	Salt	Chloride	Top Dirt	COLD MIX
STATE HIGHWAYS	0 HR DT 0 HR OT	1 Ton	0 Bag	0 Yd	.375 Ton
MAJOR STREETS	0 HR DT 0 HR OT	1 Ton	0 Bag	0 Yd	0 Ton
LOCAL STREETS	0 HR DT 0 HR OT	1.50 Tons	0 Bag	0 Yd	.045 Ton
PARKING LOTS	0 HR DT 0 HR OT	.25 Ton	0 Bag		0 Ton
POLICE STATION	0 HR OT	0 Ton	0 Bag		
FIRE DEPARTMENT	0 HR OT	.25 Ton	0 Bag		
DDA SIDEWALKS	0 HR OT				
LDFA	0 HR OT				0 Ton
WATER	0 HR DT 0 HR OT			0 Yd	0 Ton
State Police	0 HR OT	0 Ton	0 Bag		

There were no call outs.

State Highway and Local Streets were cold patched.

State, Major, Local Streets and Parking Lots were salted once this month.

We have been doing maintenance on the equipment.

We finish picking up leaves & the leaf vac & truck were cleaned and serviced & put away.

The sidewalks downtown and parking lots were blown off and the leaves picked up for DDA.

The generator at the tower and Police Department were serviced.

Drains were cleaned on State, Major and Local Streets.

Mike Kyser

ZONING PERMIT REPORT

2023

<u>NAME</u>	<u>ADDRESS</u>	<u>APPROVED/DENIED</u>	<u>USE</u>	<u>DATE</u>
Grider Mechanical	126 W Chicago St	Approved	Temporary Banner	1/31/2023
Travis Nash	137 Walnut St	Approved	Addition to Garage	2/15/2023
Jonesville Smokers Outlet	749 Olds St	Approved	Sign/Wall	3/3/2023
Danny & Helen Ringman	518 Evans St	Approved	Construct New Building/House & Garage	3/3/2023
Dominic Padula	414 DeWitt St	Approved	Storage Building	3/27/2023
Kaylee Bordner	463 E Chicago St	Approved	Storage Building	4/3/2023
Kenneth Mann/Skippy's	110 West St	Approved	Sign/Wall	5/2/2023
Steve Marovich	419 Evans St	Approved	Residential Garage	5/8/2023
Edward Riopelle	505 Evans St	Approved	Solar Roof Panels	5/3/2023
Karen McFarland	208 Evans St	Approved	Storage Building	5/15/2023
John Payne	112 Drayton St	Approved	Handicap Ramp	5/15/2023
Brett Randolph	117 Maumee St	Approved	Fence/Privacy	5/17/2023
Earline Carothers	426 Evans St	Approved	Demolition/Residence	5/30/2023
Crystal Magic	253 E Chicago St Ste 2	Approved	Sign/Wall	6/14/2023
John Truax	647 Craig St	Approved	Fence/Privacy	6/29/2023
Freebies Fireworks	122 W Chicago St	Approved	Temporary Fireworks Sales	6/29/2023
Scott Campbell	414 Liberty St	Approved	Storage Building	7/11/2023
Keith Wasnich	136 Walnut St	Approved	New Building/House	7/13/2023
Reese Rusk	318 Evans St	Approved	Fence/Chain Link	7/14/2023
Danny Ringman	518 Evans St	Approved	Storage Building	8/2/2023

<u>NAME</u>	<u>ADDRESS</u>	<u>APPROVED/DENIED</u>	<u>USE</u>	<u>DATE</u>
Norm's Tire	410 Beck St	Approved	Sign/Wall	7/27/2023
Angela Wooten	510 Fayette St	Approved	Fence/Steel & Wood/5'	7/28/2023
John Breeding	214 Locust Ct	Approved	Residential Garage	8/1/2023
Chris Venturini	202 Maumee St	Approved	Storage Building	8/2/2023
Paula Fish	507 Crest Ln	Approved	Fence/Chain Link	8/8/2023
Omni Source	751 Beck St	Approved	Signs/Ground & Freestanding	8/8/2023
Fred Prasser	404 Maumee St	Approved	Driveway	8/10/2023
Howard Houchen	341 Murphy St	Approved	House/Driveway	8/14/2023
Dallas Hawkins	107 Olds St	Approved	Signs/Wall (6) & Freestanding	9/5/2023
Olivia Imhoff	414 Austin Dr	Approved	Fence/Vinyl/4'	9/13/2023
Anthony Peters	408 East St	Approved	Fence/Privacy	9/15/2023
Carolyn Petrie	327 Grant St	Approved	Driveway	9/25/2023
City of Jonesville	148 Jermaine St	Approved	Demolition/Residence	9/22/2023
Danny Ringman	518 Evans St	Approved	Driveway	9/28/2023
Clarence Butcher	400 Parkwood Dr	Approved	Storage Building	9/29/2023
Jacob Brown	452 Evans St	Approved	Deck w/out Roof	10/25/2023
Bonnie Blanchard	447 Evans St	Approved	Storage Building	10/19/2023
Kurtis Bulloch	620 Wright St	Approved	Storage Building	11/14/2023

**CITY OF JONESVILLE
CASH BALANCES**

	December-2023	BANK BALANCE
GENERAL FUND:		
General Fund Now Checking	101-000-001	0.00
General Fund ICS	101-000-002	300,658.84
General Fund CLASS Acct	101-000-007	2,043,039.38
General Fund Cemetery CLASS Acct	101-000-007.100	99,744.88
General Fund Alloc of Assets CLASS	101-000-007.200	443,106.09
MAJOR STREETS:		
Major Streets Now Checking	202-000-001	1,567.31
Major Streets CLASS Acct	202-000-007	587,634.73
LOCAL STREETS:		
Local Streets Now Checking	203-000-001	157.46
Local Streets CLASS Acct	203-000-007	988,509.00
STATE HIGHWAY:		
State Highway Now Checking	211-000-001	19,229.24
L.D.F.A.:		
LDFA Operating Now Checking	247-000-001	10,888.16
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	3,031,844.93
D.D.A.:		
DDA Now Checking	248-000-001	2,206.30
DDA Operating CLASS Acct	248-000-007	67,576.74
SEWER FUND:		
Sewer Receiving Now Checking	590-000-001	51,654.81
Sewer Bond & Interest Checking	590-000-001.300	10.00
Sewer Receiving CLASS Acct	590-000-007	183,576.80
Sewer Plant Improv. CLASS Acct	590-000-007.200	1,386,126.99
WATER FUND:		
Water Receiving Now Checking	591-000-001	49,200.42
Water Receiving CLASS Acct	591-000-007	320,786.23
Water Plant Improvement CLASS Acct	591-000-007.100	412,366.33
Water Bond Reserve CLASS	591-000-007.200	51,832.50
Water RR&I Reserve CLASS	591-000-007.250	43,547.60
Water Tower Maint CLASS Acct	591-000-007.300	55,905.79
Water Maint CLASS Acct	591-000-007.400	85,376.38
MOTOR VEHICLE POOL:		
Motor Vehicle Pool Now Checking	661-000-001	21,709.89
Equip. Replace CLASS - Police Car	661-000-007.301	43,506.40
Equip. Replace CLASS - Fire Truck	661-000-007.336	30,167.04
Equip. Replace CLASS - DPW Equip	661-000-007.463	-755.94
Equip. Replace CLASS - WWTP/Vactor	661-000-007.590	56,076.94
CURRENT TAX:		
Current Tax Checking	703-000-001	368,291.23
Current Tax Savings Account	703-000-002	113,560.88
PAYROLL FUND CHECKING:		
	750-000-001	3,213.67
GRAND TOTAL		11,372,317.02

RECEIVED
JAN 08 2024

BY: _____

The SAUK

Hillsdale County's Community Theatre

WWW.THESAUK.ORG

Monday, January 8, 2024

Dear City Manager Gray and the Jonesville City Council,

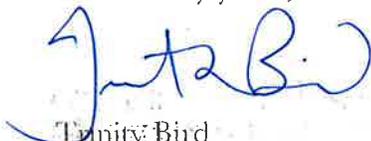
I am writing to invite you to a very special event taking place at the Sauk Theatre in Jonesville on Friday, February 2, 2024. The Sauk was one of only six community theatres in the United States selected to be a producing theatre for the American Association of Community Theatre (AACT) NewPlayFest. AACT NewPlayFest addresses the critical need for new, high-quality plays for community theatre audiences around the globe. This AACT playwriting competition is unique with the guarantee that an established theatre will produce each play as a world premiere, and that Dramatic Publishing Company will publish the script in an anthology of winning plays. We were also a producing theatre for the 2020 NewPlayFest (producing *On Pine Knoll Street*).

The Sauk will present the world premiere of *Criminal Mischief* by William Cameron on Friday, February 2 at 8 p.m. A special opening night reception with the playwright, national representatives from AACT and Dramatic Publishing, as well as local and state officials will take place following the performance at El Cerritos Restaurant in Hillsdale. We would love to have you attend. If you are interested, we will provide complimentary seats for the performance. Simply call 517-849-9100. The Sauk is located at 240 E Chicago Street, Jonesville, Michigan.

About the Play: Freddy's in love with Angie and she's in love with him. The problem? Angie's married to Spencer, Freddy's older brother. This sets off a series of comical yet criminal misadventures, putting the whole family in the sights of Detective Lieutenant Alice Ford, who's got issues of her own. *Criminal Mischief* takes a humorous look at love and sex, family and forgiveness, crime and punishment. Please take note that this production does contain some minor adult language.

Please let me know if you have any questions. We would love to have you help us to celebrate the arts, our opening night and the City of Jonesville.

Theatrically yours,



Trinity Bird

Executive Director, The Sauk

www.thesauk.org

240 E. Chicago St., P.O. Box 24, Jonesville, MI 49250

517.849.9100

Jonesville District Library



JAN - FEB - MAR 2024

Library Winter Hours

(Oct 1 - Apt 30)

Mon. 10-6
Tue. 10-6
Wed. 10-6
Thu. 10-6
Fri. 10-6
Sat. 10-2
Closed Sun.

We will fail when we fail to try.
-Rosa Parks

If you want to lift yourself up, lift up someone else.
-Booker T. Washington

Be a Dragon

Here we are in 2024 already. It seems like last year flew by so fast. I don't know about you, but the holiday season (for me) stirs up a mix of both reflection and anticipation. I look back and reflect on how the previous year played out - some things were good, some things were not so good. But, I also start looking forward in the New Year with anticipation - what will it look like; what can I do to make it a better year?

This year, we will get an extra day in February. The Chinese New Year will usher in the Year of the Dragon. We will also experience the Summer Olympics. We will all go through another potentially volatile Presidential Election. Personally, I will be watching my

youngest son graduate from college and begin his life outside of my home. I will continue to work on my own health issues, while unable to help my three mother figures as they progress in their own age-related issues. I'll also be doing everything I can to help my senior dog enjoy her days as comfortably as possible. 2024 has the potential of being a tough year - but then again, maybe

not. I think we all have a say in how this year goes. We may not be able to change some of the things that happen, but we can use positivity to make every moment a little better. We don't have to be a mouse. We all have it in us to be a dragon.

Let's all roar (and maybe breath a little fire at times)!

-Laura Orłowski, director

Jonesville District Library

Contact Info:

Phone 517-849-9701 Fax 517-849-0009

Email: jonesville@monroe.lib.mi.us

www.jonesvilledistrictlibrary.michlibrary.org

Find us on Facebook @jonesvillelib

Curbside Service Available During All Open Hours

150 Years and Beyond

In 2024, the Jonesville District Library will be celebrating 150 years of service to the Jonesville Community. Our library began in 1874 when 21 local ladies created the "Ladies Library Association". These women also donated 50 books to start the collection. The library did not have a permanent home until 25 years later. In 1897, J.J. Deal donated land to build a library building, which was completed in 1899. The Jonesville District Library has been at 310 Church Street ever since. Additions have been added to the building twice, and many changes have been made

in the 125 years since our building opened. We will continue to improve and update to provide service to our community.

The Jonesville District Library has been a staple in our community. But the true success comes from the people who have supported the idea of a public library - a free and safe place to read and learn. As we celebrate our 150th birthday in 2024, we are also continuing to pave the pathway for future generations to enjoy the intellectual freedoms that the vision of 21 ladies with 50 books began a century and a half ago.



Jonesville Library
Circa 1919



Jonesville District Library
Circa 2014

February Book Sale

The people who are crazy enough to think they can change the world are the ones who do.
-Steve Jobs

If you have been inside the Jonesville District Library recently, you may have noticed boxes being stacked in various areas. Our staff has been working since October weeding our collection.

Weeding is a process of removing books from our collection. It is a necessary task to allow us room to bring in new titles. Some of the reasons why books are weeded:

- No checkouts
- Condition of the book

- Outdated information
 - Duplicate copies
- Many of these books still have good life left in them, so we will be holding a week-long Book Sale in February 2024. We will set up tables in our History Room filled with sale books at the low, low price of \$1.00 per bag. This sale will run from

Monday, Feb. 19 through Saturday, Feb. 24 during regular library hours. Be sure to mark your calendars - you won't want to miss this sale!

Book Sale
Feb. 19-24, 2024

During regular
Library hours

All sale books:
\$1.00 per bag



The most difficult thing is the decision to act; the rest is merely tenacity.
-Amelia Earhart

Digitizing Newspapers

In 2023, the Jonesville District Library received a memorial donation that specified the money be used to begin a digitization project. Though we have discussed the idea of starting a digitizing project in the future, we didn't feel quite ready to begin yet.

As we move into 2024, we are making initial plans for this project to get started. The first step is to decide what needs to be digitized. In 2020, we inherited print

copies of the Jonesville Independent newspaper. Some of these papers are in beautiful condition, but some are not. We also own many reels of microfilm that contain the Jonesville Independent newspaper, but we don't know if any issues are missing or what is the condition of the microfilm. It makes sense to us that our first project should involve these historic newspapers.

The next step is to take an

inventory of all print and microfilmed copies of the newspaper - we need to know what we have and what we need. Once that is determined, we can then proceed with the digitization project. Working with the Library of Michigan and other library sources, we will use this memorial donation to get digitized copies of the Jonesville Independent that will be available for use in the library.

Opportunity is missed by most people because it is dressed in overalls and looks like work.
-Thomas Edison

Winter Read Program

When the weather is cold and snowy, there is nothing better than to get cozy under a warm blanket and read a good book. Unless you get cozy under a warm blanket to read a good book **AND** earn prizes, too! Our Winter Read Program runs from January 2 - February 29, 2024. We kept this reading program very simple - read 10

books of your choice to earn a prize and be entered into our grand prize drawings that will take place on March 1, 2024. Reading logs are available at the Jonesville District Library's circulation desk. All ages can participate. Pre-readers can be read to, and Early Readers can get more practice reading. Elementary age, Teens, & Adults are included, too.

There are no set titles to read - read whatever you like. Audiobooks count, too! All reading logs must be turned in by closing on February 29, 2024 (6:00 PM) to be eligible for the grand prize drawings. **Stop in today to get started on our Winter Read Program!**

Elevator Ups & Downs

Many of our patrons have been wondering what's going on with our elevator. Why isn't it in operation? When will it be usable again? These are great questions, and the staff and board at the Jonesville District Library are asking the same questions.

In April 2023, our elevator maintenance provider conducted a routine service check on our elevator and discovered a small oil leak in the hydraulic system. While

this leak did not stop the elevator from operating, it did need to be corrected. The elevator was scheduled for repairs to this hydraulic leak in August 2023.

Unfortunately, when the repairmen disassembled the leaking part, the hydraulic cylinder was damaged and cannot be repaired. Replacement is the only option to correct this issue. The elevator

cannot operate until this issue is resolved.

However, the estimate for the replacement is over \$50,000. This cost is not within our budget, so the JDL board is working on other solutions. Until then, our elevator is not able to be used.

We will continue to keep you informed with any updates. Hopefully a solution can be found soon.

New Year, New Hobby

Did you make some New Year's Resolutions? Do you want to try something new? The Jonesville District Library may be able to help.

Each month, we offer a variety of programs for all ages. Almost all programs at JDL are free, but some may require a sign-up to attend.

If you have a little one aged 0-6 years old, we offer a Preschool story time every Tuesday at 10 AM.

Participants enjoy stories, crafts, music, and activities

with a weekly theme. No sign up required.

Every month, we offer a LEGO build event for all ages and abilities. Join us for a time of building. No sign up required.

Family Bingo is open to all ages and abilities. Everyone can join us for an evening of free fun and prizes. No sign up required.

Want to expand your horizons? We offer 2 monthly programs for adults. Jilly Books is our monthly book club that meets at Jilly Beans Too in the mornings

and at the Library in the evenings - 1 great book, 2 discussion times to choose.

We also offer a paint class each month for teens and adults. This free class does require a sign up due to space limits. All materials are supplied by the Library.

For dates and times of all our programs, stop in at the Library to pick up your monthly calendar or visit our website calendar.

Start your New Year off with the Jonesville District Library!

Homeschool Help

The Jonesville Community has a sizeable Homeschooling population, especially since the pandemic. The Jonesville District Library would like to partner with homeschool families. If your family has chosen this educational path, we want to hear from you. What resources could you use to improve your at-home

educational experiences? Would an organized homeschool group or program benefit your family? How can the Jonesville District Library help you meet your educational needs? As we start our new year, we would like to develop programs and add items to our collection that help your family with their schooling needs.

Watch for a homeschool survey that will be coming out later in January. Once we receive input from homeschool families, we will plan a meeting day to talk about how we can move forward to help make your schooling choices more successful. We look forward to this new partnership.

Shoot for the moon, even if you miss, you'll land among the stars.

-Norman Vincent Peale

Go confidently in the direction of your dreams.

Live the life you have imagined.

-Henry David Thoreau

All dreams are within reach. All you have to do is keep moving towards them.

-Viola Davis

Be Our Friend

Happiness often sneaks in through a door you didn't know you left open.
-John Barrymore

In 2023, the Jonesville District Library began a Friends of the Library group. This volunteer group is open to anyone who wants to help our library. Though our group is new, we already have some great ideas for projects that will help the Jonesville District Library serve our community better.

What is a Friends Group?

A Friends Group is an independent gathering of people who want to help the library. Often a Friends Group volunteers with projects and programs at the library, helps

with fundraising efforts for specific needs, and lends their support through positive voice and action. A Library Friends Group helps a public library in a similar way to how a PTO helps a community school.

Many Friends Groups choose to organize formally with the state/federal government to become a full non-profit organization. Our Friends Groups is not ready to take these steps. Our group (for now) is choosing to stay an informal group with no membership fees. At some point in their future, they may

choose to set up by-laws, file paperwork, and become a non-profit of their own.

The JDL Friends Group is open to anyone who wants to help the library. We meet every month on the third Tuesday at 6:00 PM here at the Library.

Current projects:

- Helping with Sauk Theatre Dessert receptions
- Creating a delivery system for our One Comet Library

Won't you join us?

It is often the small steps, not the giant leaps, that bring about the most lasting change.
-Queen Elizabeth II

Art & Animals at JDL

The Jonesville District Library has been a community partner for many years. We have worked with Jonesville Community Schools, the Sauk Theatre, the Jonesville Lions, the Jonesville Rotary, and many others to provide better opportunities to the Jonesville area. Recently, we added 2 more partnerships to our list. We are now partnering

with the Greater Hillsdale Humane Society. We are an official drop-off site for item donations. If you would like to donate food or supplies to the Humane Society, we have a donation box inside the library to collect items. We also have a board set up to showcase selected cats and dogs that are available for adoption at the Humane Society. Since we began this board in late November, we have showcased 6 animals and 2

have been adopted.

Another new partnership is with the North Country Artist Alliance. Each month, we are hosting a display with artists in the alliance. All of the displayed art is available for purchase from the artist. This partnership started in October, and we have had 4 individual pieces showcased as well as 2 collections.

We look forward to more partnerships in the future.

Attitude is the "little" thing that makes a big difference.
-Winston Churchill

The Adventure Begins

It's never too early to start thinking about Summer Reading at the Jonesville District Library. This year's theme is:

The Adventure Begins at the Library!

We will begin our Summer Reading Program on May 28

(day after Memorial Day) with special programming starting once school gets out. Summer Reading will end on July 31.

Summer Reading at the Jonesville District Library is open to all ages - from baby to senior citizen. Reading to Pre-readers and Early Readers is a great way to help them in their reading journey. We also

allow audiobooks, magazines, and downloads in addition to traditional books.

Plans are in the works for programs with an adventure theme. We do not have any set plans yet, but watch for details coming in the Spring. Though, I can report that we will have live animals in the library again this summer!

JDL Seed Library

The Jonesville District Library's Free Seed Library is heading into its 4th year. In March 2024, we will be reopening the Seed Library for the new growing season. No JDL library card is required to use our seed library. All are welcome to use this service.

We began our seed library in the spring of 2021 and have been blessed with seed and monetary donations to keep it going strong.

The JDL seed library is housed in an old card catalog unit. Seeds are packaged and labeled with as much information as possible. Seed categories include herbs, vegetables and flowers. The public is welcome to come choose seeds from the seed library at no cost.

One of the purposes of a seed library is to encourage home gardening. Gardening can be a

great family learning project with tasty results. With the rising prices at the grocery store, our seed library can help stretch your budget.

We do request that if you have leftover seeds or are able to harvest seeds from your garden, please consider donating them back to the JDL Seed Library. This will ensure future years for this service.

**Champions
keep playing
until they get it
right.
-Billie Jean
King**

Comet Community Read

The Jonesville District Library and the Jonesville Community Schools are partnering to host our first Community Read program in March & April 2024.

We are calling this program:

One Comet Conversation: Lincoln

This special program includes several free events for both the school and our community. We are featuring the book "The President and the Freedom Fighter" by Brian Kilmeade, and will be hosting 2 community book discussions on March 25. We will also be offering a book discussion on the book "Eliza's Freedom Road: an Underground Railroad Diary" by Jerdine Nolan on March 21. This book is a younger level book designed for elementary/middle school reading level. The Jonesville

Community Schools will also be hosting in-school reading events centered around the chosen books. All reading event participants may receive a free copy of the books.

We will also be hosting Mr. Lincoln (Kevin Wood, Lincoln Impersonator). Mr. Lincoln will be joining us at the Sauk Theatre for 2 free events. Each of these performances will be followed by a dessert reception at the Jonesville District Library. Mr. Lincoln will also be visiting with all three schools for special assemblies.

See the below article about our special Jonesville Underground event.

Watch for Details coming soon.

One Comet Conversation: Lincoln

Dates to remember

Lincoln's Lost Speech at the Sauk

Thur. March 14 @ 7PM

Eliza's Freedom Diary Book Discussion at the Jonesville District Library

Thurs. March 21 @ 4PM

The President and the Freedom Fighter Book Discussion

Mon, March 25 @ 10 AM & 6 PM

Jonesville Underground

Thurs. April 4 from 4-6 PM

Lincoln's Gettysburg Address at the Sauk - Thurs. April 11 @ 7 PM

**A person who
never made a
mistake never
tried anything
new.**

-Albert Einstein

Jonesville Underground

On Thurs. April 4th from 4-6 PM, as part of the **One Comet Conversation: Lincoln**, the Jonesville District Library and the Jonesville Community Schools will be presenting the **Jonesville Underground**. This special event is an inter-active visit with historical figures from the Jonesville and surrounding areas who played a significant part in the real Underground Railroad of the 1800s.

Participants will pick up their "train" ticket and travel to each station (local businesses). At each station, they will hear the story of a person who played a part in the Underground Railroad. The journey will be complete with the final stop at Jilly Beans, Too where travelers will enjoy a cup of hot cocoa. This program will highlight some of our local historical buildings as

well as spotlight some people from Jonesville's history.

This special free event is part of our first Comet Community Read program. For more details about all the programs planned for the **One Comet Conversation: Lincoln**, see the above article.

Full details on all these events will be coming soon.

**Always work
hard and have
fun in what you
do because I
think that's
when you're
successful.
You have to
choose it.
-Simone Biles**

2023 Memorials

The Jonesville District Library would like to Thank those who chose to honor a loved one through a Memorial Contribution.

In Memory of:

Given by:

Betty Hale
Adele Dau

Jonesville Red Hats
Tim & Amy Galloway
David & Laura Bartz
Friends and Family of Adele
Dave & Mary Cleveland
Janice Malaznik
Gayle Weidner

Roger Denning

The Leibold Family
Sherri Denning
Maggie Roberts
Richard & Martha Godfrey
Carolyn Petrie

Janice Covey Smith

Carolyn Petrie, Barb Dean,
Janet Wilkins, Martha Godfrey,
Sandra Russ, and Nancy Johnson

Alice Raber

Sue Buck
Gaylen and Emma Gilcher & family
GPM 4664
Carol Adkins
Ronald and Vicki McClain

Hort and Esther Spencer

Chris Spencer Declaration of Trust

Alyce Fuller

Jonesville Red Hats



Sometimes you will never know the value of a moment, until it becomes a memory.
-Dr. Seuss

The legacy of heroes is the memory of a great name and the inheritance of a great example.
-Benjamin Disraeli

Without memory, there is no healing.
Without forgiveness, there is no future.
-Desmond Tutu

2023 Donations

The Jonesville District Library would like to Thank those who chose to donate books, materials, or monetary gifts to the Library.

Monetary Gifts:

Molly Briner
Hayen Enterprises, Inc.
Claudia Center
Keith Dau
Carolyn Spencer
Hide & Seek Child Study
Mary and Howard Houchen
Colleen Armey
Karmen Irvin
Jim and Sara Van Camp
Tiffany Davison

Material Donations:

John Clarahan
Cliff Schultz
Hillsdale Garden Club
Carol Betts
Lugbill's Supply Center
The Caldwell Family

*Special Thanks to All who
have supported our Carpet
Replacement project.
In 15 months, broken into 3 phases,
your support helped us raise:
\$9937.00*

The greatest
legacy we can
leave our children
is happy
memories.
-Og Mandino

You cannot do a
kindness too
soon because
you never know
how soon it will
be too late.
-Ralph Waldo
Emerson

I am hopelessly in
love with a
memory; an echo
from another
time, another
place.
-Michel Foucault

Snapshots of 2023

Over 18700
items checked
out in 2023

28612 items
In Library
Collection

960
JDL Card
Holders
1275
One Comet
Students

144 Programs & 46
Story Times
provided
Winter Read:
24 completed
Summer Read: 119
completed



310 Church St.
Jonesville, MI 49250



Address Service Requested

Jonesville District Library

Weather Closures

If the Jonesville District Library needs to close or alter services due to severe weather, you can stay informed in 3 ways:

WCSR Radio Hillsdale

JDL website:

www.jonesvilledistrictlibrary.michlibrary.org

Facebook page:
@jonesvillelib

Curbside service is available by contacting the Jonesville District Library at 517-849-9701

Curbside Service is available at the Jonesville District Library.

Call us at 517-849-9701 to schedule a drop off/ pickup time. This free service is available during all open library hours.

Health & Safety Reminders

The Jonesville District Library continues to follow all Local, State, and Federal rules and regulations concerning public health safety.

In cooperation with the MDHHS, Covid test kits are available at the Jonesville District Library. Contact the library for details.

For the protection of Library staff and other patrons, if you are experiencing any symptoms of any illness please do not come to the library.

We appreciate your consideration and understanding.

Education is the most powerful weapon which you can use to change the world.

-Nelson Mandela

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