



**CITY OF JONESVILLE
COUNCIL AGENDA
APRIL 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. None

5. PUBLIC HEARING AND SUBSEQUENT COUNCIL ACTION

A. None

6. REPORTS AND RECOMMENDATIONS

A. Interim Industrial Discharge Service Agreement

[Action Item]

B. Resolution 2024-10 – Authorizing Issuance of Bonds

[ROLL CALL][Action Item]

C. Fire Department Position Responsibilities and Compensation

[Action Item]

D. Domestic Harmony Contract for Services

[Discussion Item]

7. COUNCIL MINUTES

A. March 20, 2024 Regular Meeting

[Action Item]

B. April 3, 2024 Special Meeting

[Action Item]

8. ACCOUNTS PAYABLE

A. Accounts Payable for April 2024 totalling \$66,054.73

[Action Item]

9. BOARD AND COMMISSION MINUTES

[Action Item]

A. Planning Commission – March 13, 2024 (Guyse)

B. Citizenship Committee – April 4, 2024 (Bowman, Guyse, Penrose)

10. DEPARTMENT REPORTS

A. Public Safety

1. Police – Public Safety Director Lance

2. Fire – Deputy Chief Riggs

B. Water/Wastewater Treatment Plant – Superintendent Hughes

C. Department of Public Works – Superintendent Crouch

D. Cash Report – Finance Director Spahr

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: April 11, 2024
Re: Manager Report and Recommendations – April 17, 2024 Council Meeting

6. A. Interim Industrial Discharge Service Agreement [Action Item]

Council will recall that City staff began detecting elevated levels of nickel in the biosolids at the Wastewater Treatment Plant several months ago. After the source of the metal was determined to be the paint line at Martinrea, the company assisted by ceasing discharge of the paint line effluent to the City's collection system. They have utilized environmental services to contain and dispose of the effluent while also implementing a system for pretreatment to reduce the discharge of nickel and other byproducts of the paint process. These efforts are appreciated, as they have permitted City staff time to reduce the concentration of nickel at the plant, allowing for safe land application.

Sampling has confirmed that the pretreated discharge from the paint line meets currently acceptable levels. However, the operation of the paint line requires the City to develop and adopt a State-approved Industrial Pretreatment Program (IPP). The City is under contract with Fleis and Vandenbrink for the development of the IPP, which will take several more months. Regulators from the Michigan Department of Environment, Great Lakes, and Energy (EGLE) have granted permission for the City to enter into an interim agreement with Martinrea to allow discharge to the City's wastewater collection system while the IPP is developed.

The attached interim agreement has been prepared by the City's engineer and legal counsel, and has been reviewed and approved by EGLE and Martinrea. As indicated in the attached correspondence between staff and the company, upon approval of the agreement by Council and payment of costs in the amount of \$4,642.46 by the company, discharge could resume, subject to the internal and external monitoring conditions described in the agreement.

Staff is grateful for the assistance of Martinrea General Manager, Angelica Losey-Shetenhelm and her staff in cooperatively addressing this situation. I recommend that Council consider a motion to approve the Interim Industrial Discharge Service Agreement between the City and Martinrea Jonesville and authorize the Manager and Deputy Clerk to execute the same. *Please refer to the Interim Agreement and email correspondence.*

6. B. Resolution 2024-10 – Authorizing Issuance of Bonds [ROLL CALL][Action Item]

The attached resolution has been prepared by the City's Bond Counsel for the issuance of bonds for the West and Adrian Street reconstruction, as well as refinancing the City's outstanding sewer debt. The resolution calls for the borrowing of up to \$1.5 million for the street reconstruction; the actual borrow is anticipated to be in the range of \$800,000 to \$1 million. As part of the process, the City has been evaluated for a bond rating, which improved from an A to an A+. The rating report is also attached for reference. A motion and roll call vote are necessary to adopt the resolution. *Please refer to Resolution 2024-10 and the Bond Rating Report.*

6. C. Fire Department Position Responsibilities and Compensation [Action Item]

As recommended by Director of Public Safety Lance, I recommend that Council consider a motion to approve the position descriptions for Deputy Chief, Assistant Chief, Captain, Lieutenant, and Firefighter,

as well as the proposed Compensation Schedule for the Fire Department. The descriptions and proposed compensation have been developed and recommended by Deputy Fire Chief Riggs.

The Compensation Schedule overhauls the compensation for officers, moving away from increased officer pay per call, to a weekend on-call system that includes in station responsibilities for the four officers on a rotating basis. The on-call system would be implemented for a trial period. The schedule also includes increases in the annual stipend paid to the Captain and Lieutenant.

Firefighters will be compensated a single rate for all manner of runs, and increased compensation for runs, training, and events that last several hours. Reimbursement is proposed for new hires who obtain certifications to become Firefighters, to assist with recruiting of new members.

I want to express my gratitude to Deputy Chief Riggs for his efforts to define expectations and to increase accountability in the Department. I would respectfully request that Council consider making the compensation changes retroactive to the start of the current quarter, which began on March 11, 2024. *Please refer to the memorandum from Director Lance, position descriptions, Compensation Schedule, and officer weekend responsibilities.*

6. D. Domestic Harmony Contract for Services **[Discussion Item]**

Domestic Harmony is requesting that the City Council consider budgeting for a contract for services during the 2024-25 Fiscal Year. Council approved an agreement in the amount of \$1,000 for the current fiscal year. Unless there is objection or another course of action desired by Council, the request will be referred to the Budget Committee for consideration and development of a recommendation for the upcoming budget. *Please refer to the request from Domestic Harmony.*

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:

- Water Fluoridation Quality Award

INTERIM INDUSTRIAL DISCHARGE SERVICE AGREEMENT

THIS INTERIM INDUSTRIAL SERVICE AGREEMENT (the “Agreement”) is entered into as of _____, 2024, between MARTINREA JONESVILLE LLC., a Michigan limited liability corporation, whose address is 260 Gaige Street, Jonesville, Michigan 49250 (“Owner”), and the CITY OF JONESVILLE, located in the County of Hillsdale, Michigan, and whose address is 265 E. Chicago Street, Michigan 49250 (the “City”).

RECITALS:

WHEREAS, the City owns, operates, and maintains a public sanitary sewer collection, transportation, and treatment system (the “Sewer System”) to serve properties located within the City; and

WHEREAS, Owner’s facilities located at 260 Gaige Street are currently receiving, and have received prior to the date of this Agreement, sanitary sewer services from the City Sewer System; and

WHEREAS, the City has recently become aware that certain processes involved in the Owner’s E-coat paint line constitute a categorical industrial wastewater regulated by 440 CFR Part 433 – Metal Finishing Point Source Category; specifically 440 CFR Section 433.17 “Pretreatment Standards for New Sources”; and

WHEREAS, the City is currently in the process of developing an industrial pretreatment program for approval by the Michigan Department of Environment, Great Lakes, and Energy (EGLE), to fulfill all technical, legal, and financial requirements to accept categorical discharge(s); and

WHEREAS, the Owner desires to discontinue offsite disposal of the categorical industrial wastewater and discharge the pretreated categorical industrial wastewater to the City Sewer System, and has installed pretreatment facilities, a sampling manhole, and provided analytical data to demonstrate the pretreatment system is capable of complying with the limits currently specified in the City Code of Ordinances Book (Section 34-195); and

WHEREAS, Owner shall be temporarily permitted to discharge pretreated categorical industrial wastewater to the City Sewer System subject to the terms and conditions this Agreement until such time as the City’s Industrial Pretreatment Program (which may include new or revised limits) is approved by EGLE and implemented and an Industrial Discharge Permit is issued to the Owner, at which time the Owner shall be subject to all terms, restrictions, and regulations of the City’s Industrial Pretreatment Program.

IT IS THEREFORE AGREED by and between the parties hereto, and in consideration of their respective undertakings and faith herein, as follows:

1. Use of Sewer System.

- a. All discharges to the Sewer System shall be in accordance with this Agreement, State and Federal pretreatment standards, the City’s Code of Ordinances, and any rules and regulations promulgated by the City.
- b. Owner shall be permitted to discharge pretreated categorical industrial wastewater from the E-coat paint line to the Sewer System for treatment at the City’s wastewater treatment plant (the “WWTP”), in accordance with 40 CFR 433.17 and the City’s current local limits (City Code, Chapter 34, Sec 34-195), Exhibit A.
- c. Owner shall acquire and install a flow meter on the pretreated categorical industrial discharge so that daily flows can be recorded.
- d. Owner shall conduct grab-type or 24-hour flow-proportional composite sampling of pretreated categorical industrial wastewater that is discharged to the City Sewer System at the frequency required by the City to ensure compliance with Sec 34-195. Laboratory analysis methods shall comply with 40 CFR 136. The sampling frequency and sample type are as follows:

Parameter	Sample Type	Frequency
Flow	Meter	Daily
pH	Grab	Daily
Nickel	Composite	2x monthly
Total Phosphorus	Composite	2x monthly
Copper	Composite	Monthly
Lead	Composite	Monthly
Zinc	Composite	Monthly
TSS	Composite	Monthly
Arsenic	Composite	Semi-Annually
Cadmium	Composite	Semi-Annually
Total Chromium	Composite	Semi-Annually
Total Cyanide	Grab	Semi-Annually
Mercury	Grab	Semi-Annually
Silver	Composite	Semi-Annually
Fats, Oils, and Grease	Grab	Semi-Annually
Total Toxic Organics (TTO) per 40 CFR 433	Grab	Annually

Semi-Annual samples shall be collected in June and December. Annual samples shall be collected in December.

If the Owner monitors any pollutant more frequently than required by this Agreement, using test procedures prescribed in 40 CFR Part 136 or amendments thereto, otherwise approved by EPA or as specified in this Agreement, the results of such monitoring shall be included in any calculations of actual daily maximum or monthly average pollutant discharge and results shall be reported in the monthly report submitted to the City of Jonesville. Such increased monitoring frequency shall also be indicated in the monthly report.

e. Automatic Re-sampling:

If the results of the permittee's wastewater analysis indicates that a violation of federal pretreatment standards or the City of Jonesville Code Sec. 34-195 has occurred, the Owner must:

1. Inform the Jonesville WWTP of the violation within 24 hours; and
2. Repeat the sampling and pollutant analysis and submit, in writing, the results of this second analysis within 30 days of the first violation.

f. Owner shall submit compliance monitoring reports with analytical data to City each month, on the 15th day of the month for the previous month. All reports shall be submitted (hardcopy) to the City of Jonesville WWTP at the following address:

Ed Hughes, Superintendent
City of Jonesville Wastewater Treatment Plant
150 Ecology Drive
Jonesville, MI 49250

g. All submitted reports shall be signed by a duly authorized corporate officer or other designated individual as such persons are identified and defined in applicable federal and state regulations. Owner shall provide written verification of the authorization of the individual signing and verifying all submitted reports. All reports shall contain a certification that the contents of the report are true and accurate. The Certification shall contain the following language:

I certify under penalty of law that this document and all attachments were under my direction or supervision in accordance with the system designed to assure qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted, is to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting falsified information, including the possibility of a fine and the imprisonment for knowing violations.

2. General Conditions of Agreement

- a. The provisions of this Agreement are severable, and if any provision of this Agreement, or the application of any provision of this Agreement to any circumstance, is held invalid, the application of such provision to other circumstances, and the remainder of this Agreement, shall not be affected thereby.
- b. The Owner must comply with all conditions of this Agreement. Failure to comply with the requirements of this Agreement may be grounds for administrative action, or enforcement proceedings including civil or criminal penalties, injunctive relief, and summary abatements, as provided in the City's Ordinance Code (Sec. 34-198).
- c. The Owner shall take all reasonable steps to minimize or correct any adverse impact to the City WWTP or the environment resulting from noncompliance with this Agreement, including such accelerated or additional monitoring as necessary to determine the nature and impact of the noncomplying discharge.
- d. Dilution prohibited. Except where expressly authorized to do so by an applicable pretreatment standard or requirement, no Industrial User shall ever increase the use of process water, or in any other way attempt to dilute a discharge as a partial or complete substitute for adequate treatment to achieve compliance with a federal or local standard or limitation.
- e. Compliance with this Agreement does not relieve the Owner from its obligations regarding compliance with any and all applicable local, State and Federal pretreatment standards and requirements including any such standards or requirements that may become effective during the term of this Agreement.
 - a) The discharge from OWNER is categorical and subject to limitations in 40 CFR 433.17, Exhibit B.
 - b) The Jonesville Local Limits (Exhibit A) are more stringent than the federal pretreatment limits in 40 CFR 433.17 for all categorical parameters except for silver and Total Toxic Organics (TTO).
- f. The Owner shall at all times properly operate and maintain all facilities and systems of treatment and control (and related appurtenances) which are installed or used by the permittee to achieve compliance with the conditions of this Agreement. Proper operation and maintenance includes: effective performance, adequate funding, adequate operator staffing and training, and adequate laboratory and process controls, including appropriate quality assurance procedures. This provision requires the operation of back-up or auxiliary facilities or similar systems only when necessary to achieve compliance with the conditions of this Agreement.
- g. Upon reduction of efficiency of operation, or loss or failure of all or part of the treatment facility, the Owner shall, to the extent necessary to maintain compliance with its Agreement, control its production or discharges (or both) until operation of the treatment facility is restored or an alternative method of treatment is provided.

This requirement applies, for example, when the primary source of power of the treatment facility fails or is reduced. It shall not be a defense for the Owner in an enforcement action that it would have been necessary to halt or reduce the discharge in order to maintain compliance with the conditions of this permit.

h. Bypass of Treatment Facilities:

a) Bypass is prohibited unless it is unavoidable to prevent loss of life, personal injury, or severe property damage or no feasible alternatives exist.

b) The Owner may allow bypass to occur which does not cause effluent limitations to be exceeded, but only if it is also for essential maintenance to assure efficient operation.

c) Notification of bypass:

1. Anticipated bypass. If the Owner knows in advance of the need for a bypass, it shall submit prior written notice, at least ten days before the date of the bypass, to the City of Jonesville Wastewater Treatment Plant.

2. Unanticipated bypass. The Owner shall immediately notify the City of Jonesville Wastewater Treatment Plant and submit a written notice to the WWTP within 5 days. This report shall specify:

- a. A description of the bypass, and its cause, including its duration;
- b. Whether the bypass has been corrected; and
- c. The steps being taken to reduce, eliminate and prevent a reoccurrence of the bypass.

i. Solids, sludges, filter backwash, or other pollutants removed in the course of treatment or control of wastewater shall be disposed of in accordance with section 405 of the Clean Water Act and Subtitles C and D of the Resource Conservation and recovery Act.

j. Owner shall develop a Slug Control and Spill Prevention Plan with detailed procedures that will prevent slug discharges (defined in 40 CFR 403(2)(vi)) and accidental spills. The Plan must identify the location of stored chemicals, procedures for notifying the City of a spill, accidental discharge, or slug discharge, and procedures to prevent accidental spills and discharge of slugs to the WWTP.

k. Owner must provide and maintain at the Owner's expense secondary spill containment structures (including diking, curbing or other appropriate structures) adequate to protect all floor drains from accidental spills and discharges to the WWTP of any pollutants or discharges regulated by City Ordinance, Chapter 34, Section 34-195. Owner shall submit written reports to City regarding the implementation of all secondary spill containment measures and any incidents involving secondary spills or incidents.

1. Operating Upsets: If the Owner experiences an upset in operations that places the discharge in a temporary state of noncompliance with the provisions of either this Agreement or with Ordinance Sec. 34-195, the Owner shall inform the City of Jonesville Wastewater Treatment Plant within 24 hours of becoming aware of the upset.

A written follow-up report of the upset shall be filed by the Owner with the City of Jonesville Wastewater Treatment Plant within five days. The report shall specify:

- a) Description of the upset, the cause(s) thereof and the upset's impact on the Owner's compliance status;
- b) Duration of noncompliance, including exact dates and times of noncompliance, and if not corrected, the anticipated time the noncompliance is expected to continue; and
- c) All steps taken to reduce, eliminate and prevent recurrence of such an upset.

The report must also demonstrate that the treatment facility was being operated in a prudent and workmanlike manner. A documented and verified operating upset shall be an affirmative defense to any enforcement action brought against the permittee for violations attributable to the upset event.

- m. Right of Entry: The WWTP superintendent and other authorized representatives of the City bearing proper credentials and identification are authorized to Owner's premises to conduct inspection, surveillance and monitoring activities as necessary to determine compliance with this Agreement, and in that regard shall have, without limitation, the following minimum authority:
 - a) Enter into any premises on Owner's property in which a discharge source, treatment system or activity is located or in which records are required to be kept as provided by this Agreement, for the purpose of inspecting, observing, measuring, sampling and testing the wastewater discharge, removing samples of wastewater for analysis, and inspecting and making copies of required records.
 - b) Set up and maintain on the Owner's property such devices as are necessary to conduct sampling, inspection, compliance monitoring and/or metering operations, or to require the discharger to do so, at the Owner's sole expense.
 - c) Randomly sample and analyze the effluent from Owner and conduct surveillance activities to identify occasional and continuing noncompliance with applicable standards and requirements.

- d) Inspect any production, manufacturing, fabrication or storage area where pollutants, subject to regulation under this article, could originate, be stored or be discharged to the WWTP.

City representatives entering Owner's premises for purposes stated herein shall comply with the Owner's plant safety requirements regarding such matters as entry into confined spaces, use of safety glasses, and hearing protection requirements, as requested by the Owner.

3. Agreement Modifications and Amendments.

This Agreement may be modified for good causes including, but not limited to, the following:

- a. To incorporate any new or revised Federal, State, or local pretreatment standards or requirements.
- b. Material or substantial alterations or additions to the user's operations, processes, or discharge volume or character that were not considered in the effective Agreement.
- c. A change in any conditions in either the industrial user or the WWTP that requires either a temporary or permanent reduction or elimination of the authorized discharge to assure compliance with applicable laws, regulations and the WWTP's NPDES permit.
- d. Information indicating that the permitted discharge poses a threat to the Control Authority's collection and treatment systems, WWTP personnel or the receiving waters.
- e. Violation of any terms or conditions of this Agreement.
- f. Misrepresentation or failure to disclose fully all relevant facts in the Agreement request or in any required reporting.
- g. Revision of or grant of variance from applicable categorical standards pursuant to 40 CFR 403.13.
- h. To correct typographical or other errors in the Agreement.
- i. To reflect transfer of the facility ownership and/or operation to a new owner/operator.
- j. Upon request of the permittee, provided such request does not create a violation of any applicable requirements, standards, laws, rules, or regulations.

The filing of a request by the Owner for an Agreement modification, revocation and reissuance, or termination, or a notification of planned changes or anticipated noncompliance, does not stay any permit condition.

4. Agreement Termination

This Agreement may be terminated for the following reasons:

- a. To Falsifying self-monitoring reports.
- b. Tampering with monitoring equipment.
- c. Refusing to allow timely access to the facility premises and records.
- d. Failure to meet effluent limitations.
- e. Failure to pay fines or penalties.
- f. Failure to pay sewer charges.
- g. Failure to pay agreement administration fees.
- h. Failure to meet compliance schedules.
- i. Failure to comply with any term or condition of the Agreement.
- j. Failure to comply with any reporting or notice requirement.
- k. Failure to disclose fully all relevant facts in the Agreement request or during the Agreement issuance process, or misrepresentation of any relevant fact at any time.
- l. The Superintendent determines that the discharge permitted by the Agreement has a reasonable potential to endanger human health or the environment and the threat can be abated only by suspension or revocation of the Agreement.

5. Costs to Owner

The following costs to Owner are associated with this Agreement:

- a. The installation, operation, calibration, maintenance, and repair of the pretreated categorical industrial wastewater discharge flow meter shall be the Owner's sole cost.
- b. Owner sampling and analytical costs are the sole responsibility of the Owner.
- c. Costs incurred by the City to administer this Agreement, including, but not limited to preparation of the Agreement, implementation of Industrial Discharge Service Agreement, inspection and sampling of Owner's facilities, and costs of any independent sampling and analysis by City pursuant to City's rights under

this Agreement shall be reimbursed by Owner. The schedule of administration costs for development and implementation of this Agreement are included in Exhibit C. Payment of administration costs shall be as follows:

- a) Owner shall remit to the City for sampling and analysis costs incurred by the City to date; costs for three (3) quarterly samples for the balance of the 2024 calendar year; and costs for legal fees to prepare this Agreement at the time this Agreement is executed.
- b) Subsequent to the 2025 calendar year and each additional calendar year that this Agreement is in effect, Owner shall remit to the City costs for (4) quarterly samples.
- c) Sampling costs incurred by the City for verification of self-reported data shall be invoiced to the owner on a time and materials basis.
- d. Penalties, including administrative fines and/or civil fines for violation of this Agreement, any federal or state pretreatment standard, or the City's Code of Ordinances (Sec 34-195), as described in Ordinance Sec. 34-198.
- e. Costs identified herein are limited to the development and implementation of this Agreement. These costs do not offset future engineering, legal, administrative and other costs and fees associated with an Industrial Discharge Permit issued pursuant to the City's Industrial Pretreatment Program, which is under development and subject to the review and approval of EGLE at the time of the execution of this Agreement.

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

MARTINREA JONESVILLE LLC, as OWNER

By: _____

CITY OF JONESVILLE

By _____
Jeffrey Gray, Manager

By _____
Cynthia D. Means, Clerk

EXHIBIT A

CITY OF JONESVILLE
CURRENT DISCHARGE LIMITS

JONESVILLE CODE CHAPTER 34 SEC. 34-195
USE OF PUBLIC SEWERS

Arsenic	0.50 mg/l
Cadmium	0.01 mg/l
Copper	0.50 mg/l
Cyanide	1.0 mg/l
Lead	0.10 mg/l
Mercury	0.001 mg/l
Nickel	0.10 mg/l
Total Chromium	0.80 mg/l
Zinc	1.0 mg/l
Total Phenols	0.20 mg/l
5-Day BOD	200 mg/l
COD	500 mg/l
Chlorine Demand	15 mg/l
Suspended Solids	300 mg/l
Phosphate as P	5 mg/l
Total Kjeldahl Nitrogen	10 mg/l
Molybdenum	0.02 mg/l
PCB	0.001 mg/l
Manganese	5.0 mg/l
pH	within 5.5 SU and 9.5 SU
Fats, Oil, and Grease	100 ppm (mg/L)

EXHIBIT B
FEDERAL PRETREATMENT LIMITS

40 CFR 433.17

Pollutant or pollutant property	Maximum for any 1 day	Monthly average shall not exceed
	Values in milligrams per liter (mg/l)	
Cadmium (T)	0.11	0.07
Chromium (T)	2.77	1.71
Copper (T)	3.38	2.07
Lead (T)	0.69	0.43
Nickel (T)	3.98	2.38
Silver (T)	0.43	0.24
Zinc (T)	2.61	1.48
Cyanide (T)	1.20	0.65
TTO	2.13	

Where TTO is defined as the the summation of all quantifiable values greater than 0.01 mg/l for the toxic organics listed in 40 CFR Part 433.11(e)

EXHIBIT C

AGREEMENT ADMINISTRATION COSTS

Sampling and Analysis Costs Incurred to Date: \$1,718.92

Quarterly Sampling (Cost per Quarter): \$481.18

- Quarterly costs for sampling shall increase 3% per year for samples collected in 2025 and in each subsequent year that this Agreement is in effect.

Legal fees for preparation of Agreement: \$1,480.00

Verification of Self-Reported Data: Billed on a time and materials basis

Jeff Gray

From: Angelica Losey-Shetenhelm <angelica.losey-shetenhelm@martinrea.com>
Sent: Tuesday, April 9, 2024 1:19 PM
To: Jeff Gray; Edward Hughes
Cc: Elaine J. Venema; Dave Carlin; wastewater; Chris Hollingsworth; Matt Feldpausch; Joe Mccosh; Marshall Tracy; john@lovingerandthompson.com; Snell, Debora (EGLE)
Subject: RE: [EXTERNAL] discharge interim agreement

Sounds great. Thank you!

Angelica Losey-Shetenhelm

General Manager
517.231.3218

CONFIDENTIAL

From: Jeff Gray <JGray@jonesville.org>
Sent: Tuesday, April 9, 2024 1:18 PM
To: Angelica Losey-Shetenhelm <angelica.losey-shetenhelm@martinrea.com>; Edward Hughes <ehughes@jonesville.org>
Cc: Elaine J. Venema <evenema@fveng.com>; Dave Carlin <dave.carlin@martinrea.com>; wastewater <wastewater@jonesville.org>; Chris Hollingsworth <chris.hollingsworth@martinrea.com>; Matt Feldpausch <Matt.Feldpausch@martinrea.com>; Joe Mccosh <joe.mccosh@martinrea.com>; Marshall Tracy <marshall.tracy@martinrea.com>; john@lovingerandthompson.com; Snell, Debora (EGLE) <SNELLD@michigan.gov>
Subject: Re: [EXTERNAL] discharge interim agreement

[CAUTION: This Email is from outside the Organization. Do not click links or open attachments unless you trust the sender.]

Thank you, Angelica. You are welcome to attend the City Council meeting; it is open to the public. It will be held at 6:30 pm. We'll place the agreement as the first business item. You are welcome to stay for the whole meeting, but we won't be offended if you choose to leave after the Council action.

I will make sure you get a meeting agenda once it's distributed to Council.

Jeff

Jeff Gray
Jonesville City Manager
265 E. Chicago St.
Jonesville, MI 49250
(517) 849-2104

CONFIDENTIAL

From: Angelica Losey-Shetenhelm <angelica.losey-shetenhelm@martinrea.com>
Sent: Tuesday, April 9, 2024 1:06:25 PM
To: Jeff Gray <JGray@jonesville.org>; Edward Hughes <ehughes@jonesville.org>
Cc: Elaine J. Venema <evenema@fveng.com>; Dave Carlin <dave.carlin@martinrea.com>; wastewater <wastewater@jonesville.org>; Chris Hollingsworth <chris.hollingsworth@martinrea.com>; Matt Feldpausch <Matt.Feldpausch@martinrea.com>; Joe Mccosh <joe.mccosh@martinrea.com>; Marshall Tracy <marshall.tracy@martinrea.com>; john@lovingerandthompson.com <john@lovingerandthompson.com>; Snell, Debora (EGLE) <SNELLD@michigan.gov>
Subject: RE: [EXTERNAL] discharge interim agreement

Jeff, thanks for the quick response. Attached is the signed interim agreement.

Are we able to attend the City Council meeting?

Angelica Losey-Shetenhelm

General Manager
517.231.3218

CONFIDENTIAL

From: Jeff Gray <JGray@jonesville.org>
Sent: Monday, April 8, 2024 3:48 PM
To: Angelica Losey-Shetenhelm <angelica.losey-shetenhelm@martinrea.com>; Edward Hughes <ehughes@jonesville.org>
Cc: Elaine J. Venema <evenema@fveng.com>; Dave Carlin <dave.carlin@martinrea.com>; wastewater <wastewater@jonesville.org>; Chris Hollingsworth <chris.hollingsworth@martinrea.com>; Matt Feldpausch <Matt.Feldpausch@martinrea.com>; Joe Mccosh <joe.mccosh@martinrea.com>; Marshall Tracy <marshall.tracy@martinrea.com>; john@lovingerandthompson.com; Snell, Debora (EGLE) <SNELLD@michigan.gov>
Subject: RE: [EXTERNAL] discharge interim agreement

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Angelica,

Ed is out of the office for training, and I can answer for costs in his absence.

The cost to Martinrea at the time of implementation of the Interim Agreement would be as follows:

Costs incurred to date:	\$1,718.92
Legal fees for preparation:	\$1,480.00
Three quarters of sampling (\$481.18 x 3):	<u>\$1,443.54</u>
TOTAL:	\$4,642.46

Any verification of self-reported data that the City determines necessary would be invoiced at actual cost. If development of the IPP extends into 2025, quarterly sampling costs would apply as well.

As to future costs, the total costs of the development of the IPP program are not fully known at this time. The City's contract for engineering services is \$26,600. The required sampling is subject to review and approval by the State of Michigan as part of the development of the IPP, so the extent is not fully known but estimated in the vicinity of \$20,000. Legal fees will be based on actual cost at the time the program is ready for review.

Cost recovery will be addressed by Council as part of the development of the program; I would anticipate they will expect permittees to bear costs. At this time, Martinrea is the only known regulated user in the system, unless sampling and subsequent investigation shows otherwise.

I trust that provides the requested information. If not, or if you have any additional questions, please don't hesitate to reach out.

If you can confirm that, based on the explanation of cost, Martinrea is comfortable with proceeding with the Interim Agreement, we will place it on the Council Agenda for their April 17th meeting for action.

Respectfully,
Jeff

Jeffrey M. Gray· City Manager
City of Jonesville
265 E. Chicago Street· Jonesville, MI 49250
(517) 849-2104



CONFIDENTIAL

From: Angelica Losey-Shetenhelm <angelica.losey-shetenhelm@martinrea.com>
Sent: Monday, April 8, 2024 8:44 AM
To: Edward Hughes <ehughes@jonesville.org>
Cc: Jeff Gray <JGray@jonesville.org>; Elaine J. Venema <evenema@fveng.com>; Dave Carlin <dave.carlin@martinrea.com>; wastewater <wastewater@jonesville.org>; Chris Hollingsworth <chris.hollingsworth@martinrea.com>; Matt Feldpausch <Matt.Feldpausch@martinrea.com>; Joe Mccosh <joe.mccosh@martinrea.com>; Marshall Tracy <marshall.tracy@martinrea.com>; john@lovingerandthompson.com;
Snell, Debora (EGLE) <SNELLD@michigan.gov>
Subject: RE: [EXTERNAL] discharge interim agreement

Good morning Ed,

We have reviewed the agreement with our legal team and are prepared to sign. I would like confirmation of the costs, however. On the last page it refers to "costs incurred to date" and "legal fees for prep...". Are the legal fees included in the costs incurred to date? Also, the cover letter references costs for long term permit. Do you have any indication on what those costs might be (ballpark)?

EXHIBIT C

AGREEMENT ADMINISTRATION COSTS

Sampling and Analysis Costs Incurred to Date: \$1,718.92

Quarterly Sampling (Cost per Quarter): \$481.18

- Quarterly costs for sampling shall increase 3% per year for samples collected in 2025 and in each subsequent year that this Agreement is in effect.

Legal fees for preparation of Agreement: \$1,480.00

Verification of Self-Reported Data: Billed on a time and materials basis

Angelica Losey-Shetenhelm

General Manager
517.231.3218

CONFIDENTIAL

From: Edward Hughes <ehughes@jonesville.org>

Sent: Tuesday, March 26, 2024 6:54 AM

To: Angelica Losey-Shetenhelm <angelica.losey-shetenhelm@martinrea.com>

Cc: Jeff Gray <JGray@jonesville.org>; Elaine J. Venema <evenema@fveng.com>; Dave Carlin <dave.carlin@martinrea.com>; wastewater <wastewater@jonesville.org>; Chris Hollingsworth <chris.hollingsworth@martinrea.com>; Matt Feldpausch <Matt.Feldpausch@martinrea.com>; Joe Mccosh <joe.mccosh@martinrea.com>; Marshall Tracy <marshall.tracy@martinrea.com>; john@lovingerandthompson.com; Snell, Debora (EGLE) <SNELLD@michigan.gov>

Subject: [EXTERNAL] discharge interim agreement

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RESOLUTION AUTHORIZING ISSUANCE OF
2024 CAPITAL IMPROVEMENT AND REFUNDING BONDS
(LIMITED TAX GENERAL OBLIGATION)

CITY OF JONESVILLE
County of Hillsdale, State of Michigan

Minutes of a regular meeting of the City Council of the City of Jonesville, County of Hillsdale, State of Michigan, held on the 17th day of April, 2024, at 6:30 p.m., prevailing Eastern Time.

PRESENT: Members _____

ABSENT: Members _____

The following preamble and resolution were offered by Member _____ and supported by Member _____.

WHEREAS, the City of Jonesville, County of Hillsdale, State of Michigan (the “City”) has determined that it is necessary to acquire, construct and equip improvements to the City, including reconstructing various streets in the City and replacing water mains and service lines in various locations in the City, together with all necessary interests in land, rights-of-way, appurtenances and attachments thereto (the “Project”); and

WHEREAS, to finance the costs of the Project, the City deems it necessary to borrow the principal sum of not to exceed One Million Five Hundred Thousand Dollars (\$1,500,000) and issue capital improvement bonds pursuant to Act 34, Public Acts of Michigan, 2001, as amended (“Act 34”); and

WHEREAS, the City has previously issued its Limited Tax General Obligation Refunding Bonds, Series 2014, dated April 14, 2014 (the “2014 Bonds”); and

WHEREAS, the City has been advised that it may be able to achieve debt service savings by refunding the portion of the 2014 Bonds maturing on January 1 in the years 2025 through 2038 (hereinafter the “Prior Bonds To Be Refunded”); and

WHEREAS, the City determines that it is in the best interests of the City to issue a series of refunding bonds pursuant to Act 34 in the principal amount of not to exceed Two Million Four Hundred Twenty Thousand Dollars (\$2,420,000) for the purpose of refunding all or a portion of the Prior Bonds To Be Refunded in order to achieve debt service savings; and

WHEREAS, because the source of payment will be the same and to reduce the costs of issuance and administration, the City determines that it makes practical and economic sense to combine the above referenced two bond issues into a single series; and

WHEREAS, a notice of intent to issue capital improvement and refunding bonds was published in accordance with Act 34, which provides that the bonds may be issued without a vote of the electors of the City unless a proper petition for an election on the question of the issuance of the bonds is filed with the City Clerk within a period of forty-five (45) days from the date of publication and no petition was filed with the City Clerk within the 45-day period; and

WHEREAS, if market interest rates rise so that a refunding of the Prior Bonds To Be Refunded becomes noneconomic or inefficient, the City intends only to authorize the issuance of bonds in the aggregate principal amount of not to exceed One Million Five Hundred Thousand Dollars (\$1,500,000) for the purpose of paying the costs of the Project.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Authorization of Bonds; Bond Terms. Bonds of the City designated 2024 CAPITAL IMPROVEMENT AND REFUNDING BONDS (LIMITED TAX GENERAL OBLIGATION) (the “Bonds”) are authorized to be issued in the aggregate principal amount of not to exceed Three Million Nine Hundred Twenty Thousand Dollars (\$3,920,000) for the purpose of (a) paying the costs of the Project, (b) refunding all or a portion of the Prior Bonds To Be Refunded, and (c) paying costs incidental to the issuance, sale and delivery of the Bonds. The issue shall consist of bonds in fully-registered form of the denomination of \$5,000 or multiples thereof not exceeding for each maturity the aggregate principal amount of such maturity, numbered consecutively in order of registration, and dated as of the date of delivery, or such other date as determined by the Mayor or City Manager (each an “Authorized Officer”) at the time of sale of the Bonds. The Bonds shall bear interest, mature and be payable at the times and in the manner set forth in Sections 6 and 7 hereof.

In the event that an Authorized Officer determines, based on the advice of the City’s financial advisor, that the refunding of the Prior Bonds To Be Refunded will not result in net present value debt service savings, the City shall issue the Bonds in the aggregate principal amount of not to exceed One Million Five Hundred Thousand Dollars (\$1,500,000) for the purpose of paying the costs of the Project and costs incidental to the issuance, sale and delivery of the Bonds. In such event, the Bonds shall be designated 2024 CAPITAL IMPROVEMENT BONDS (LIMITED TAX GENERAL OBLIGATION), and appropriate changes shall be made to the form of the Bonds set forth in Section 6 hereof and the form of the notice of sale of the Bonds set forth in Section 7 hereof.

The Bonds shall be sold at public sale at a price not less than 99% of the principal amount thereof.

The Bonds shall be subject to redemption prior to maturity in the manner and at the times and prices set forth in Sections 6 and 7 hereof.

Interest shall be payable to the registered owner of record as of the 15th day of the month prior to the payment date for each interest payment. The record date of determination of registered owner for purposes of payment of interest as provided in this paragraph may be changed by the City to conform to market practice in the future. Interest shall be payable by check or draft drawn on the Transfer Agent (as hereinafter defined) mailed to the registered

owner at the registered address, as shown on the registration books of the City maintained by the Transfer Agent. The principal of the Bonds shall be payable upon presentation and surrender to the Transfer Agent.

U.S. Bank Trust Company, National Association, Detroit, Michigan is hereby appointed to serve as bond registrar, paying agent and transfer agent (the "Transfer Agent") for the Bonds. The City reserves the right to replace the Transfer Agent at any time provided written notice of such replacement is given to the registered owners of record of the Bonds not less than sixty (60) days prior to an interest payment date.

The Bonds may be issued in book-entry-only form through The Depository Trust Company in New York, New York ("DTC") and each Authorized Officer is authorized to execute such custodial or other agreement with DTC as may be necessary to accomplish the issuance of the Bonds in book-entry-only form and to make such changes in the form of the Bonds within the parameters of this Resolution as may be required to accomplish the foregoing.

2. Execution of Bonds. The Bonds of this issue shall be executed in the name of the City with the manual or facsimile signatures of the Mayor and the City Clerk and shall have the seal of the City, or a facsimile thereof, printed or impressed on the Bonds. No Bond shall be valid until authenticated by an authorized officer or representative of the Transfer Agent. The Bonds shall be delivered to the Transfer Agent for authentication and be delivered by the Transfer Agent to the purchaser or other person in accordance with instructions from an Authorized Officer upon payment of the purchase price for the Bonds in accordance with the bid therefor when accepted.

3. Transfer of Bonds. The Transfer Agent shall keep the books of registration for this issue on behalf of the City. Any Bond may be transferred upon such registration books by the registered owner of record, in person or by the registered owner's duly authorized attorney, upon surrender of the Bond for cancellation, accompanied by delivery of a duly executed written instrument of transfer in a form approved by the Transfer Agent. Whenever any Bond or Bonds shall be surrendered for transfer, the City shall execute and the Transfer Agent shall authenticate and deliver a new Bond or Bonds, for like aggregate principal amount. The Transfer Agent shall require the payment by the bondholder requesting the transfer of any tax or other governmental charge required to be paid with respect to the transfer.

Unless waived by any registered owner of Bonds to be redeemed, official notice of redemption shall be given by the Transfer Agent on behalf of the City. Such notice shall be dated and shall contain at a minimum the following information: original issue date; maturity dates; interest rates; CUSIP numbers, if any; certificate numbers (and in the case of partial redemption) the called amounts of each certificate; the place where the Bonds called for redemption are to be surrendered for payment; and that interest on the Bonds or portions thereof called for redemption shall cease to accrue from and after the redemption date.

In addition, further notice shall be given by the Transfer Agent in such manner as may be required or suggested by regulations or market practice at the applicable time, but no defect in such further notice nor any failure to give all or any portion of such further notice shall in any

manner defeat the effectiveness of a call for redemption if notice thereof is given as prescribed herein.

4. Limited Tax Pledge; Debt Retirement Fund; Defeasance of Bonds. The City hereby pledges its limited tax full faith and credit for the prompt payment of the Bonds. The City shall, each year, budget the amount of the debt service coming due in the next fiscal year on the principal of and interest on the Bonds and shall advance as a first budget obligation from its general funds available therefor, or, if necessary, levy taxes upon all taxable property in the City subject to applicable constitutional, statutory and charter tax rate limitations, such sums as may be necessary to pay such debt service in said fiscal year.

An Authorized Officer or the Treasurer of the City is authorized and directed to open a depository account with a bank or trust company to be designated 2024 LIMITED TAX GENERAL OBLIGATION BONDS DEBT RETIREMENT FUND (the “Debt Retirement Fund”), the moneys to be deposited into the Debt Retirement Fund to be specifically earmarked and used solely for the purpose of paying principal of and interest on the Bonds as they mature.

In the event cash or direct obligations of the United States or obligations the principal of and interest on which are guaranteed by the United States, or a combination thereof, the principal of and interest on which, without reinvestment, come due at times and in amounts sufficient to pay at maturity or irrevocable call for earlier optional redemption, the principal of, premium, if any, and interest on the Bonds, shall be deposited in trust, this resolution shall be defeased and the owners of the Bonds shall have no further rights under this resolution except to receive payment of the principal of, premium, if any, and interest on the Bonds from the cash or securities deposited in trust and the interest and gains thereon and to transfer and exchange Bonds as provided herein.

5. Construction Fund; Proceeds of Bond Sale; Escrow Fund. An Authorized Officer or the Treasurer of the City is authorized and directed to open a separate depository account on the books of the City or with a bank or trust company to be designated 2024 LIMITED TAX GENERAL OBLIGATION BONDS CONSTRUCTION FUND (the “Construction Fund”), and to deposit into said Construction Fund that portion of the proceeds of the Bonds issued for the purpose of paying the costs of the Project and the costs of issuance of the Bonds, less the accrued interest, if any, which shall be deposited in the Debt Retirement Fund for the Bonds. The moneys in the Construction Fund shall be used solely to pay the costs of the Project and the costs of issuance of the Bonds.

The balance of the proceeds of the Bonds, together with other available funds of the City, if any, shall be deposited in an escrow fund (the “Escrow Fund”) consisting of cash or cash and investments in direct obligations of or obligations the principal of and interest on where are unconditionally guaranteed by the United States of America or other obligations the principal of and interest on which are fully secured by the foregoing (the “Escrow Securities”) and used to pay the principal of and interest on all or a portion of the Prior Bonds To Be Refunded as determined by an Authorized Officer at the time of sale. The Escrow Fund shall be held by an escrow agent (the “Escrow Agent”) pursuant to an escrow agreement (the “Escrow Agreement”) which shall irrevocably direct the Escrow Agent to take all necessary steps to call the Prior

Bonds To Be Refunded for redemption on the first date such Prior Bonds To Be Refunded may be called for redemption. Each Authorized Officer is authorized and directed to appoint an Escrow Agent and execute the Escrow Agreement on behalf of the City. The amounts held in the Escrow Fund shall be such that the cash and investments and income received thereon will be sufficient without reinvestment to pay the principal of and interest on the Prior Bonds To Be Refunded when due at maturity or call for redemption as required by this section. Each Authorized Officer is authorized and directed to purchase or cause to be purchased, Escrow Securities, including but not limited to, United States Treasury Obligations – State and Local Government Series (SLGS), in an amount sufficient to fund the Escrow Fund.

6. Bond Form. The Bonds shall be in substantially the following form, with such changes as are necessary to conform the Bonds to the terms established at the time of sale of the Bonds, as determined by an Authorized Officer:

UNITED STATES OF AMERICA
STATE OF MICHIGAN
COUNTY OF HILLSDALE

CITY OF JONESVILLE

2024 CAPITAL IMPROVEMENT AND REFUNDING BOND
(LIMITED TAX GENERAL OBLIGATION)

<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Date of Original Issue</u>	<u>CUSIP</u>
____%	January 1, 20__	_____, 2024	

Registered Owner: Cede & Co.

Principal Amount:

The CITY OF JONESVILLE, County of Hillsdale, State of Michigan (the “City”), acknowledges itself to owe and for value received hereby promises to pay to the Registered Owner specified above, or registered assigns, the Principal Amount specified above, in lawful money of the United States of America, on the Maturity Date specified above, unless prepaid prior thereto as hereinafter provided, with interest thereon (computed on the basis of a 360-day year consisting of twelve 30-day months) from the Date of Original Issue specified above or such later date to which interest has been paid, until paid, at the Interest Rate per annum specified above, payable on January 1, 2025 and semiannually thereafter. Principal of this bond is payable at the designated corporate trust office of U.S. Bank Trust Company, National Association, Detroit, Michigan, or such other transfer agent as the City may hereafter designate by notice mailed to the registered owner not less than sixty (60) days prior to an interest payment date (the “Transfer Agent”). Interest on this bond is payable to the registered owner of record as of the fifteenth (15th) day of the month preceding the interest payment date as shown on the registration books of the City kept by the Transfer Agent, by check or draft mailed by the Transfer Agent to the registered owner of record at the registered address. For the prompt payment of this bond, both principal and interest, the full faith, credit and resources of the City are hereby irrevocably pledged.

This bond is one of a series of bonds of even Date of Original Issue aggregating the principal sum of \$_____, issued pursuant to Act 34, Public Acts of Michigan, 2001, as amended, and pursuant to a resolution of the City Council of the City adopted on April 17, 2024, for the purpose of (a) paying the costs of certain capital improvements of the City, (b) refunding the City’s outstanding Limited Tax General Obligation Refunding Bonds, Series 2014, and (c) paying the costs of issuance of the bonds.

Bonds of this issue maturing in the years 2025 to 2034, inclusive, shall not be subject to redemption prior to maturity. Bonds or portions of bonds of this issue in multiples of \$5,000 maturing in the year 2035 and thereafter shall be subject to redemption prior to maturity, at the option of the City, in any order of maturity and by lot within any maturity, on any date on or after January 1, 2034, at par and accrued interest to the date fixed for redemption.

In case less than the full amount of an outstanding bond is called for redemption, the Transfer Agent, upon presentation of the bond called in part for redemption, shall register, authenticate and deliver to the registered owner of record a new bond in the principal amount of the portion of the original bond not called for redemption.

Notice of redemption shall be given to the registered owner of any bond or portion thereof called for redemption by mailing of such notice not less than thirty (30) days prior to the date fixed for redemption to the registered address of the registered owner of record. A bond or portion thereof so called for redemption shall not bear interest after the date fixed for redemption provided funds are on hand with the Transfer Agent to redeem said bond or portion thereof.

This bond is transferable only upon the registration books of the City kept by the Transfer Agent by the registered owner of record in person, or by the registered owner's attorney duly authorized in writing, upon the surrender of this bond together with a written instrument of transfer satisfactory to the Transfer Agent duly executed by the registered owner or the registered owner's attorney duly authorized in writing, and thereupon a new registered bond or bonds in the same aggregate principal amount and of the same maturity shall be issued to the transferee in exchange therefor as provided in the resolution authorizing this bond and upon the payment of the charges, if any, therein prescribed.

This bond, including the interest hereon, is payable as a first budget obligation from the general funds of the City, and the City is required, if necessary, to levy ad valorem taxes on all taxable property in the City for the payment thereof, subject to applicable constitutional, statutory and charter tax rate limitations.

It is hereby certified and recited that all acts, conditions and things required by law to be done, precedent to and in the issuance of this bond and the series of bonds of which this is one, exist and have been done and performed in regular and due form and time as required by law, and that the total indebtedness of the City, including this bond and the series of bonds of which this is one, does not exceed any constitutional, statutory or charter debt limitation.

This bond is not valid or obligatory for any purpose until the Transfer Agent's Certificate of Authentication on this bond has been executed by the Transfer Agent.

IN WITNESS WHEREOF, the City, by its City Council, has caused this bond to be signed in the name of the City with the [manual] [facsimile] signatures of its Mayor and its City Clerk, all as of the Date of Original Issue.

CITY OF JONESVILLE
County of Hillsdale
State of Michigan

By: _____
Its: Mayor

(SEAL)

By: _____
Its: City Clerk

[bond printer to insert Certificate of Authentication and form of assignment]

7. Notice of Sale. Each Authorized Officer is individually authorized to fix a date of sale for the Bonds and to publish a notice of sale of the Bonds in *The Bond Buyer*, New York, New York, which notice of sale shall be in substantially the following form:

OFFICIAL NOTICE OF SALE

\$3,920,000*

CITY OF JONESVILLE
COUNTY OF HILLSDALE, STATE OF MICHIGAN
2024 CAPITAL IMPROVEMENT AND REFUNDING BONDS
(LIMITED TAX GENERAL OBLIGATION)

**Subject to adjustment as set forth in this Notice of Sale*

Bids for the purchase of the above bonds will be received in the manner described in this Official Notice of Sale on _____, _____, 2024, until __:__ .m., prevailing Eastern Time, at which time and place said bids will be opened and read. The award or rejection of bids will occur on the same date.

ELECTRONIC BIDS: Bidders may submit bids for the purchase of the above bonds as follows:

Electronic bids may be submitted to the Municipal Advisory Council of Michigan at munibids@macmi.com; provided that electronic bids must arrive before the time of sale and the bidder bears all risks of transmission failure.

Electronic bids will also be received on the same date and until the same time by Bidcomp/Parity as agent of the undersigned. Further information about Bidcomp/Parity, including any fee charged, may be obtained from Bidcomp/Parity, Anthony Leyden or CLIENT SERVICES, 1359 Broadway, Second Floor, New York, New York 10010, (212) 849-5021. IF ANY PROVISION OF THIS NOTICE OF SALE SHALL CONFLICT WITH INFORMATION PROVIDED BY BIDCOMP/PARITY, AS THE APPROVED PROVIDER OF ELECTRONIC BIDDING SERVICES, THIS NOTICE SHALL CONTROL.

Bidders may choose any means or location to present bids but a bidder may not present a bid in more than one location or by more than one means.

BOND DETAILS: The bonds will be registered bonds of the denomination of \$5,000 or multiples thereof not exceeding for each maturity the maximum principal amount of that maturity, originally dated as of the date of delivery, numbered in order of registration, and will bear interest from their date payable on January 1, 2025 and semiannually thereafter.

The bonds will mature on the 1st day of January in each of the years as follows:

2025	\$195,000	2035	\$265,000
2026	200,000	2036	275,000
2027	205,000	2037	290,000
2028	215,000	2038	295,000
2029	220,000	2039	85,000
2030	225,000	2040	85,000
2031	235,000	2041	90,000
2032	240,000	2042	95,000
2033	250,000	2043	100,000
2034	255,000	2044	100,000

***ADJUSTMENT OF TOTAL PAR AMOUNT OF BONDS AND PRINCIPAL MATURITIES:**
The City reserves the right to decrease the aggregate principal amount of the bonds after receipt of the

bids and prior to final award, if necessary, so that the purchase price of the bonds will provide an amount determined by the City to be sufficient to construct the project and to pay costs of issuance of the bonds. The adjustments, if necessary, will be in increments of \$5,000. The purchase price will be adjusted proportionately to the increase or decrease in issue size, but the interest rates specified by the successful bidder for all maturities will not change. The successful bidder may not withdraw its bid as a result of any changes made within these limits.

*ADJUSTMENT TO PURCHASE PRICE: Should any adjustment to the aggregate principal amount of the bonds be made by the City, the purchase price of the bonds will be adjusted by the City proportionally to the adjustment in principal amount of the bonds. The adjusted purchase price will reflect changes in the dollar amount of the underwriter's discount and original issue discount/premium, if any, but will not change the per-bond underwriter's discount as calculated from the bid and initial reoffering prices.

PRIOR REDEMPTION OF BONDS: Bonds maturing in the years 2025 to 2034 inclusive, shall not be subject to redemption prior to maturity. Bonds or portions of bonds in multiples of \$5,000 maturing in the year 2035 and thereafter shall be subject to redemption prior to maturity, at the option of the City, in any order of maturity and by lot within any maturity, on any date on or after January 1, 2034, at par and accrued interest to the date fixed for redemption.

In case less than the full amount of an outstanding bond is called for redemption, the transfer agent, upon presentation of the bond called for redemption, shall register, authenticate and deliver to the registered owner of record a new bond in the principal amount of the portion of the original bond not called for redemption.

Notice of redemption shall be given to the registered owner of any bond or portion thereof called for redemption by mailing of such notice not less than thirty (30) days prior to the date fixed for redemption to the registered address of the registered owner of record. A bond or portion thereof so called for redemption shall not bear interest after the date fixed for redemption provided funds are on hand with the transfer agent to redeem said bond or portion thereof.

TERM BOND OPTION: The initial purchaser of the bonds may designate any one or more maturities as term bonds. The amounts of the maturities which are aggregated in a designated term bond shall be subject to mandatory redemption on January 1 of the years and in the amounts set forth in the above maturity schedule at a redemption price of par, plus accrued interest to the date of mandatory redemption. Term bonds or portions thereof mandatorily redeemed shall be selected by lot. Any such designation must be made at the time bids are submitted and must be listed on the bid.

INTEREST RATE AND BIDDING DETAILS: The bonds shall bear interest at rate or rates not exceeding 6.0% per annum, to be fixed by the bids therefor, expressed in multiples of 1/8 or 1/100 of 1% or both. The interest on any one bond shall be at one rate only and all bonds maturing in any one year must carry the same interest rate. No proposal for the purchase of less than all of the bonds or at a price less than 99% of their par value will be considered.

BOOK-ENTRY ONLY: Upon the request of the successful bidder, the bonds will be issued in book-entry only form as one fully registered bond per maturity and will be registered in the name of Cede & Co., as bondholder and nominee for The Depository Trust Company ("DTC"), New York, New York. DTC will act as securities depository for the bonds. Purchase of the bonds will be made in book-entry-only form, in the denomination of \$5,000 or any multiple thereof. Purchasers will not receive certificates representing their interest in bonds purchased. It will be the responsibility of the purchaser to obtain DTC eligibility. Failure of the purchaser to obtain DTC eligibility shall not constitute cause for a failure or

refusal by the purchaser to accept delivery of and pay for the bonds.

TRANSFER AGENT AND REGISTRATION: Principal shall be payable at the principal corporate trust office of U.S. Bank Trust Company, National Association, Detroit, Michigan, or such other transfer agent as the City may hereafter designate by notice mailed to the registered owner of record not less than 60 days prior to an interest payment date. Interest shall be paid by check mailed to the registered owner of record as shown on the registration books of the City as of the 15th day prior to an interest payment date. The bonds will be transferred only upon the registration books of the City kept by the transfer agent.

PURPOSE AND SECURITY: The bonds are authorized for the purpose of paying the cost of acquiring and constructing certain capital improvements for the City, refunding a prior bond issue of the City and paying issuance costs of the bonds. The bonds will be a first budget obligation of the City, payable from the general funds of the City including the collection of ad valorem taxes on all taxable property in the City subject to applicable constitutional, statutory and charter tax rate limitations. The rights or remedies of bondholders may be affected by bankruptcy, insolvency, fraudulent conveyance or other laws affecting creditors' rights generally now existing or hereafter enacted and by the application of general principles of equity including those relating to equitable subordination.

AWARD OF BONDS-TRUE INTEREST COST: The bonds will be awarded to the bidder whose bid produces the lowest true interest cost determined in the following manner: the lowest true interest cost will be the single interest rate (compounded on January 1, 2025 and semiannually thereafter) necessary to discount the debt service payments from their respective payment date to the date of closing, in an amount equal to the price bid, excluding accrued interest. Each bidder shall state in its bid the true interest cost to the City, computed in the manner specified above.

TAX MATTERS: In the opinion of Miller, Canfield, Paddock and Stone, P.L.C., bond counsel, under existing law, assuming compliance with certain covenants, interest on the bonds is excludable from gross income for federal income tax purposes as described in the opinion, and the bonds and interest thereon are exempt from all taxation by the State of Michigan or any taxing authority within the State of Michigan except inheritance and estate taxes and taxes on gains realized from the sale, payment or other disposition thereof.

"QUALIFIED TAX EXEMPT OBLIGATIONS": The bonds have been designated as "qualified tax-exempt obligations" for purposes of the deduction of interest expense by financial institutions pursuant to the Internal Revenue Code of 1986, as amended.

ISSUE PRICE:

(a) The winning bidder shall assist the City in establishing the issue price of the bonds and shall execute and deliver to the City at closing an "issue price" or similar certificate setting forth the reasonably expected initial offering price to the public or the sales price or prices of the bonds, together with the supporting pricing wires or equivalent communications, substantially in the form attached either as Appendix F or Appendix G to the Preliminary Official Statement for the bonds, with such modifications as may be appropriate or necessary, in the reasonable judgment of the winning bidder, the City and bond counsel.

(b) The City intends that the provisions of Treasury Regulation Section 1.148-1(f)(3)(i) (defining "competitive sale" for purposes of establishing the issue price of the bonds) will apply to the initial sale of the bonds (the "Competitive Sale Requirements") because:

- (1) the City is disseminating this Notice of Sale to potential underwriters in a manner that is reasonably designed to reach potential underwriters;
- (2) all bidders shall have an equal opportunity to bid;
- (3) the City anticipates receiving bids from at least three underwriters of municipal bonds who have established industry reputations for underwriting new issuances of municipal bonds; and
- (4) the City anticipates awarding the sale of the bonds to the bidder who submits a firm offer to purchase the bonds at the lowest true interest cost, as set forth in this Notice of Sale.

Any bid submitted pursuant to this Notice of Sale shall be considered a firm offer for the purchase of the bonds, as specified in the bid.

(c) In the event that all of the Competitive Sale Requirements are not satisfied, the City shall so advise the winning bidder. The City will not require bidders to comply with the “hold-the-offering price rule” (as described below), and therefore does not intend to use the initial offering price to the public as of the sale date of any maturity of the bonds as the issue price of that maturity, though the winning bidder, in consultation with the City, may elect to apply the “hold-the-offering price rule.” Bids will not be subject to cancellation in the event the Competitive Sale Requirements are not satisfied. Unless a bidder intends to apply the “hold-the-offering price rule” (as described below), bidders should prepare their bids on the assumption that all of the maturities of the bonds will be subject to the 10% Test (as described below). The winning bidder must notify the City of its intention to apply either the “hold-the-price rule” or the 10% Test at or prior to the time the bonds are awarded.

If the winning bidder does not request that the “hold-the-offering price rule” apply to determine the issue price of the bonds, then the following two paragraphs shall apply:

- (1) The City shall treat the first price at which 10% of a maturity of the bonds (the “10% Test”) is sold to the public as the issue price of that maturity, applied on a maturity-by-maturity basis. The winning bidder shall advise the City if any maturity of the Bonds satisfies the 10% Test as of the date and time of the award of the bonds; and
- (2) Until the 10% Test has been satisfied as to each maturity of the bonds, the winning bidder agrees to promptly report to the City the prices at which the unsold bonds of that maturity have been sold to the public. That reporting obligation shall continue, whether or not the closing date has occurred, until the 10% Test has been satisfied as to the bonds of that maturity or until all bonds of that maturity have been sold.

If the winning bidder does request that the “hold-the-offering price rule” apply to determine the issue price of the bonds, then the following three paragraphs shall apply:

- (1) The winning bidder, in consultation with the City, may determine to treat (i) pursuant to the 10% Test, the first price at which 10% of a maturity of the bonds is sold to the public as the issue price of that maturity and/or (ii) the initial offering price to the public as of the sale date of any maturity of the bonds as the issue price of that maturity (the “hold-the-offering price rule”), in each case

applied on a maturity-by-maturity basis. The winning bidder shall advise the City if any maturity of the bonds satisfies the 10% Test as of the date and time of the award of the bonds. The winning bidder shall promptly advise the City, at or before the time of award of the bonds, which maturities of the bonds shall be subject to the 10% Test or shall be subject to the hold-the-offering price rule or both.

- (2) By submitting a bid, the winning bidder shall (i) confirm that the underwriters have offered or will offer the bonds to the public on or before the date of the award at the offering price or prices (the “initial offering price”), or at the corresponding yield or yields, set forth in the bid submitted by the winning bidder, and (ii) if the hold-the-offering-price rule applies, agree, on behalf of the underwriters participating in the purchase of the bonds, that the underwriters will neither offer nor sell unsold bonds of any maturity to which the hold-the-offering-price rule shall apply to any person at a price that is higher than the initial offering price to the public during the period starting on the sale date and ending on the earlier of the following:
- (A) the close of the fifth (5th) business day after the sale date; or
 - (B) the date on which the underwriters have sold at least 10% of that maturity of the bonds to the public at a price that is no higher than the initial offering price to the public;

The winning bidder shall promptly advise the City when the underwriters have sold 10% of that maturity of the bonds to the public at a price that is no higher than the initial offering price to the public, if that occurs prior to the close of the fifth (5th) business day after the sale date.

- (3) The City acknowledges that, in making the representation set forth above, the winning bidder will rely on (i) the agreement of each underwriter to comply with the hold-the-offering-price rule, as set forth in an agreement among underwriters and the related pricing wires, (ii) in the event a selling group has been created in connection with the initial sale of the bonds to the public, the agreement of each dealer who is a member of the selling group to comply with the hold-the-offering-price rule, as set forth in a selling group agreement and the related pricing wires, and (iii) in the event that an underwriter is a party to a retail distribution agreement that was employed in connection with the initial sale of the bonds to the public, the agreement of each broker-dealer that is a party to such agreement to comply with the hold-the-offering-price rule, as set forth in the retail distribution agreement and the related pricing wires. The City further acknowledges that each underwriter shall be solely liable for its failure to comply with its agreement regarding the hold-the-offering-price rule and that no underwriter shall be liable for the failure of any other underwriter, or of any dealer who is a member of a selling group, or of any broker-dealer that is a party to a retail distribution agreement to comply with its corresponding agreement regarding the hold-the-offering-price rule as applicable to the bonds.

(d) By submitting a bid, each bidder confirms that: (i) any agreement among underwriters, any selling group agreement and each retail distribution agreement (to which the bidder is a party) relating to the initial sale of the bonds to the public, together with the related pricing wires, contains or

will contain language obligating each underwriter, each dealer who is a member of the selling group, and each broker-dealer that is a party to such retail distribution agreement, as applicable, to (A) report the prices at which it sells to the public the unsold bonds of each maturity allotted to it until it is notified by the winning bidder that either the 10% Test has been satisfied as to the bonds of that maturity or all bonds of that maturity have been sold to the public and (B) comply with the hold-the-offering-price rule, if applicable, in each case if and for so long as directed by the winning bidder and as set forth in the related pricing wires; and (ii) any agreement among underwriters relating to the initial sale of the bonds to the public, together with the related pricing wires, contains or will contain language obligating each underwriter that is a party to a retail distribution agreement to be employed in connection with the initial sale of the bonds to the public to require each broker-dealer that is a party to such retail distribution agreement, as applicable, to (A) report the prices at which it sells to the public the unsold bonds of each maturity allotted to it until it is notified by the winning bidder or such underwriter that either the 10% Test has been satisfied as to the bonds of that maturity or all bonds of that maturity have been sold to the public and (B) comply with the hold-the-offering-price rule, if applicable, in each case if and for so long as directed by the winning bidder or such underwriter and as set forth in the related pricing wires.

(e) Sales of any bonds to any person that is a related party to an underwriter shall not constitute sales to the public for purposes of this Notice of Sale. Further, for purposes of this Notice of Sale:

- (1) “public” means any person other than an underwriter or a related party,
- (2) “underwriter” means (i) any person that agrees pursuant to a written contract with the City (or with the lead underwriter to form an underwriting syndicate) to participate in the initial sale of the bonds to the public and (ii) any person that agrees pursuant to a written contract directly or indirectly with a person described in clause (i) to participate in the initial sale of the bonds to the public (including a member of a selling group or a party to a retail distribution agreement participating in the initial sale of the bonds to the public);
- (3) a purchaser of any of the bonds is a “related party” to an underwriter if the underwriter and the purchaser are subject, directly or indirectly, to (i) more than 50% common ownership of the voting power or the total value of their stock, if both entities are corporations (including direct ownership by one corporation of another), (ii) more than 50% common ownership of their capital interests or profits interests, if both entities are partnerships (including direct ownership by one partnership of another), or (iii) more than 50% common ownership of the value of the outstanding stock of the corporation or the capital interests or profit interests of the partnership, as applicable, if one entity is a corporation and the other entity is a partnership (including direct ownership of the applicable stock or interests by one entity of the other); and
- (4) “sale date” means the date that the bonds are awarded by the City to the winning bidder.

LEGAL OPINION: Bids shall be conditioned upon the approving opinion of Miller, Canfield, Paddock and Stone, P.L.C., attorneys of Detroit, Michigan, a copy of which opinion will be furnished without expense to the purchaser of the bonds at the delivery thereof. The fees of Miller, Canfield, Paddock and Stone, P.L.C. for services rendered in connection with such approving opinion are expected to be paid from bond proceeds. Except to the extent necessary to issue its approving opinion as to

validity of the above bonds, Miller, Canfield, Paddock and Stone, P.L.C. has not been requested to examine or review and has not examined or reviewed any financial documents, statements or materials that have been or may be furnished in connection with the authorization, issuance or marketing of the bonds, and accordingly will not express any opinion with respect to the accuracy or completeness of any such financial documents, statements or materials.

DELIVERY OF BONDS: The City will furnish bonds ready for execution at its expense. Bonds will be delivered without expense to the purchaser through DTC in New York, New York, or such other place to be agreed upon. The usual closing documents, including a certificate that no litigation is pending affecting the issuance of the bonds, will be delivered at the time of delivery of the bonds. If the bonds are not tendered for delivery by twelve o'clock noon, prevailing Eastern Time, on the 45th day following the date of sale, or the first business day thereafter if said 45th day is not a business day, the successful bidder may on that day, or any time thereafter until delivery of the bonds, withdraw its proposal by serving notice of cancellation, in writing, on the undersigned. Payment for the bonds shall be made in Federal Reserve Funds.

CUSIP NUMBERS: It is anticipated that CUSIP identification numbers will be printed on the bonds, but neither the failure to print such numbers on any bonds nor any error with respect thereto shall constitute cause for a failure or refusal by the purchaser thereof to accept delivery of and pay for the bonds in accordance with terms of the purchase contract. All expenses in relation to the printing of CUSIP numbers on the bonds shall be paid for by the City; provided, however, that the CUSIP Service Bureau charge for the assignment of such numbers shall be the responsibility of and shall be paid for by the purchaser.

OFFICIAL STATEMENT: A preliminary Official Statement that the City deems to be final as of its date, except for the omission of information permitted to be omitted by Rule 15c2-12 of the Securities and Exchange Commission, has been prepared and may be obtained from Baker Tilly Municipal Advisors, LLC, financial advisors to the City, at the address and telephone listed under MUNICIPAL ADVISOR below. Baker Tilly Municipal Advisors, LLC will provide the winning bidder with an electronic copy of the final Official Statement within 7 business days from the date of sale to permit the purchaser to comply with Securities and Exchange Commission Rule 15c2-12. Within 24 hours of the time of sale, the purchaser may request printed copies of the Official Statement from Baker Tilly Municipal Advisors, LLC. The purchaser agrees to pay the cost of printed copies.

BOND INSURANCE AT PURCHASER'S OPTION: If the Bonds qualify for issuance of any policy of municipal bond insurance or commitment therefor at the option of the bidder/purchaser, the purchase of any such insurance policy or the issuance of any such commitment shall be at the option and expense of the purchaser of the Bonds. Any and all increased costs of issuance of the Bonds resulting from such purchase of insurance shall be paid by the purchaser, except that if the City has requested and received a rating on the Bonds from a rating agency, the City shall pay the fee for the requested rating. Any other rating agency fees shall be the responsibility of the purchaser. **FAILURE OF THE MUNICIPAL BOND INSURER TO ISSUE THE POLICY AFTER THE BONDS HAVE BEEN AWARDED TO THE PURCHASER SHALL NOT CONSTITUTE CAUSE FOR FAILURE OR REFUSAL BY THE PURCHASER TO ACCEPT DELIVERY OF THE BONDS FROM THE CITY.**

CONTINUING DISCLOSURE: As described more fully in the Official Statement, the City has agreed to provide or cause to be provided, in accordance with the requirements of Rule 15c2-12 promulgated by the Securities and Exchange Commission, on or prior to the sixth month after the end of each fiscal year commencing with the fiscal year ended June 30, 2024, (i) certain annual financial information and operating data, including audited financial statements for the preceding fiscal year,

generally consistent with the information contained or cross-referenced in the Official Statement relating to the bonds, (ii) timely notice of the occurrence of certain material events with respect to the bonds and (iii) timely notice of a failure by the City to provide the required annual financial information on or before the date specified in (i) above.

BIDDER CERTIFICATION: NOT “IRAN-LINKED BUSINESS” By submitting a bid, the bidder shall be deemed to have certified that it is not an “Iran-Linked Business” as defined in Act 517 Michigan Public Acts of 2012, being MCL 129.311 et. seq.

MUNICIPAL ADVISOR: Further information relating to the bonds may be obtained from Baker Tilly Municipal Advisors, LLC, 2852 Eyde Parkway, Suite 150, East Lansing, Michigan 48823. Telephone (517) 321-0110. Fax (517) 321-8866.

THE RIGHT IS RESERVED TO REJECT ANY OR ALL BIDS.

Cindy Means
City Clerk

8. Useful Life of Project. The estimated period of usefulness of the Project is hereby declared to be not less than twenty (20) years.

9. Tax Covenant; Qualified Tax Exempt Obligations. The City shall, to the extent permitted by law, take all actions within its control necessary to maintain the exclusion of the interest on the Bonds from gross income for federal income tax purposes under the Internal Revenue Code of 1986, as amended (the "Code"), including, but not limited to, actions relating to any required rebate of arbitrage earnings and the expenditure and investment of Bond proceeds and moneys deemed to be Bond proceeds. The City hereby designates the Bonds as "qualified tax exempt obligations" for purposes of deduction of interest expense by financial institutions pursuant to the Code.

10. Official Statement; Bond Insurance; Ratings. Each Authorized Officer is individually authorized and directed to: (a) cause the preparation and circulation of a Preliminary Official Statement with respect to the Bonds and to deem the Preliminary Official Statement "final" for purposes of Rule 15c2-12 of the Securities and Exchange Commission, and to approve circulation of a final Official Statement with respect to the Bonds; (b) solicit bids for and approve the purchase of a municipal bond insurance policy for the Bonds if deemed economically advantageous to the City based on the advice of the City's financial advisor; and (c) obtain ratings on the Bonds.

11. Continuing Disclosure. The City agrees to enter into a continuing disclosure undertaking for the benefit of the holders and beneficial owners of the Bonds in accordance with the requirements of Rule 15c2-12 promulgated by the Securities and Exchange Commission, and each Authorized Officer is hereby individually authorized to execute such undertaking prior to delivery of the Bonds.

12. Adjustment of Bond Terms. Each Authorized Officer is hereby individually authorized to adjust the final Bond details set forth herein to the extent necessary or convenient to complete the transaction authorized herein, and in pursuance of the foregoing is authorized to exercise the authority and make the determinations authorized pursuant to Section 315(1)(d) of Act 34, including, but not limited to, determinations regarding interest rates, prices, discounts, maturities, principal amounts, denominations, dates of issuance, interest payment dates, redemption rights, the place of delivery and payment, and other matters; provided that the principal amount of Bonds issued shall not exceed the principal amount authorized in this Resolution, the interest rate or rates on the Bonds shall not exceed six percent (6.00%) per annum, the Bonds shall mature in not more than twenty (20) principal installments, and the Bonds shall be sold at a price not less than 99% of the principal amount thereof.

13. Award of Sale of Bonds. Each Authorized Officer is hereby individually authorized on behalf of the City, without further authorization or approval of this City Council, to award the sale of the Bonds pursuant to a sale order to the bidder whose bid meets the requirements of law and which produces the lowest true interest cost to the City computed in accordance with the terms of the Official Notice of Sale as published.

14. Authorization of Other Actions. Each Authorized Officer and the City Clerk of

the City is individually authorized to take all other actions necessary or advisable in order to effectuate the sale and delivery of the Bonds as contemplated by this Resolution, including the filing of any necessary applications with the Michigan Department of Treasury and the payment of any necessary fees in connection with any such applications.

15. Rescission. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution be and the same hereby are rescinded to the extent of such conflict.

AYES: Members: _____

NAYS: Members: _____

RESOLUTION DECLARED ADOPTED.

Lenore Spahr
Deputy City Clerk

CERTIFICATION

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, State of Michigan, at a regular meeting held on April 17, 2024, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Lenore Spahr
Deputy City Clerk

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RatingsDirect®

Summary:

Jonesville, Michigan; General Obligation

Primary Credit Analyst:

Mona Elfar, New York (1) 212-438-0963; mona.elfar@spglobal.com

Secondary Contact:

Michael J Mooney, New York + 1 (212) 438 4943; michael.mooney1@spglobal.com

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Summary:

Jonesville, Michigan; General Obligation

Credit Profile

US\$3.92 mil 2024 cap imp bnds and rfdg bnds (ltd tax - GO) ser 2024 due 01/01/2044

<i>Long Term Rating</i>	A+/Stable	New
Jonesville Vill (AGM)		
<i>Unenhanced Rating</i>	A+(SPUR)/Stable	Upgraded

Many issues are enhanced by bond insurance.

Credit Highlights

- S&P Global Ratings raised its rating on the City of Jonesville, Mich.'s general obligation (GO) debt to 'A+' from 'A'.
- At the same time, S&P Global Ratings assigned its 'A+' rating to the city's \$3.92 million series 2024 limited-tax capital improvement and refunding bonds.
- The outlook is stable.
- The upgrade reflects the city's ability to sustain positive operations that, in turn, support growth and maintenance of very strong reserves, despite one-time planned use of reserves.

Security

Jonesville's bonds are secured by the limited tax levied by the city. Despite these limitations, we rate revenue bonds at the same level as our view of Jonesville's general creditworthiness, as reflected in the unlimited-tax GO bond rating, given a lack of limitations on the fungibility of resources available for debt service.

Officials intend to use the series 2024 bond proceeds to refund the city's 2014 bonds and to address water mains and service line improvements and street reconstruction.

Credit overview

Jonesville's strong fiscal management and conservative budgeting resulted in very strong reserves of about \$1.9 million or 125% of expenditures, doubling reserves over the past several years. The city ended 2023 with a \$139,000 general fund surplus and a \$321,000 surplus across its total governmental funds. Management expects 2024 to end with similar results. Furthermore, the city received \$232,000 in American Rescue Plan Act funding, which has helped offset capital costs in recent years. However, city officials recently conducted a recreation masterplan and expect to draw down \$400,000 to cash-fund the projects. Beyond this, the city has no plans to draw down on reserves and plans to report at least balanced operations, maintaining its strong financial position with reserves which hovers at 100% of expenditures. Despite Jonesville's planned one-time use of reserves, S&P Global Ratings expects the city's financial position will remain very strong over the outlook period.

The rating also reflects our opinion of Jonesville's:

- Small-town residential community supported by adequate income levels, coupled with modest tax base growth;

officials report the following ongoing projects: a \$20 million investment to develop a mixed-use lot, a \$15 million industrial park investment, and several residential developments. While the city's tax base could grow, we do not expect material economic expansion and diversification over the outlook period.

- We view the city's management as standard under our Financial Management Assessment Highlights include: prudent fiscal management; quarterly budget-to-actual reporting to council; a formal investment policy mirroring state guidelines; and a five-year capital plan (including enterprises) outlining the project, funding source, and costs, which is updated and reviewed annually with council. The city lacks a long-term financial plan, reserve target/policy, and debt management policy beyond state guidelines.
- Consistent positive budgetary performance leading to financial flexibility, with no plans to materially draw on reserves beyond a one-time planned drawdown;
- Elevated and slowly amortizing debt , coupled with self-supporting sewer debt. Officials anticipate limited capital needs over the next several years. The city provides pension benefits through a defined-contribution plan and does not offer other postemployment benefits, offsetting its elevated debt profile and mitigating fixed-costs pressure.

Environmental, social, and governance

We analyzed Jonesville's environmental, social, and governance (ESG) risk factors and view them as neutral within our analysis. (For more information on our ESG criteria, see "Environmental, Social, And Governance Principles in Credit Ratings," published Oct. 10, 2021.)

Outlook

The stable outlook reflects our expectation that the city will maintain very strong available reserves despite one-time use of reserves for capital projects.

Downside scenario

We could take a negative rating action if Jonesville's reserves decline further than currently expected, leading to deterioration of the city's financial position or if taxpayer concentration accelerates, further weakening Jonesville's limited economy.

Upside scenario

Should the city's tax base significantly diversify or grow, and economic indicators improve while Jonesville maintains very strong reserves and liquidity, we could raise the rating.

Jonesville, Michigan--Key credit metrics				
	Most recent	Historical information		
		2023	2022	2021
Economy				
Projected per capita EBI % of U.S.	75			
Market value per capita (\$)		72,448	67,173	63,088
Population (no.)			2,221	2,199
County unemployment rate(%)		4.4	4.6	5.4
Market value (\$000)		160,908	149,192	138,730

Jonesville, Michigan--Key credit metrics (cont.)				
	Most recent	Historical information		
		2023	2022	2021
Ten largest taxpayers % of taxable value	31.0	31.2	33.3	33.7
Budgetary performance				
Operating fund result % of expenditures		8.9	(1.6)	9.7
Total governmental fund result % of expenditures		18.0	10.5	14.1
Budgetary flexibility				
Available reserves % of operating expenditures	Very strong	125.1	115.2	127.7
Total available reserves (\$000)		1,948	1,820	1,786
Liquidity				
Total government cash % of governmental fund expenditures		9.0	10.3	12.4
Total government cash % of governmental fund debt service	Very strong	133	144	126
Management				
Financial Management Assessment	Standard			
Debt and long-term liabilities				
Debt service % of governmental fund expenditures		6.8	7.2	9.9
Net direct debt % of governmental fund revenue	168	165	151	215
Overall net debt % of market value	4.8	4.3	5.1	5.9
Direct debt 10-year amortization (%)	29.0	40	39	38
Required pension contribution % of governmental fund expenditures				
OPEB actual contribution % of governmental fund expenditures				
Strong institutional framework				

EBI--Effective buying income. OPEB--Other postemployment benefits. Data points and ratios may reflect analytical adjustments.

Related Research

Through The ESG Lens 3.0: The Intersection Of ESG Credit Factors And U.S. Public Finance Credit Factors, March 2, 2022

Certain terms used in this report, particularly certain adjectives used to express our view on rating relevant factors, have specific meanings ascribed to them in our criteria, and should therefore be read in conjunction with such criteria. Please see Ratings Criteria at www.spglobal.com/ratings for further information. Complete ratings information is available to RatingsDirect subscribers at www.capitaliq.com. All ratings affected by this rating action can be found on S&P Global Ratings' public website at www.spglobal.com/ratings.

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To: Manager Jeff Gray

From: Michael Lance, Director of Public Safety

Date: April 8th, 2024

Re: Jonesville Fire Department Position Descriptions, Proposed Compensation Schedule, Station 5 Weekend Job Tasks

Manager Gray,

Please review the attached City of Jonesville Fire Department position descriptions for Deputy Fire Chief, Assistant Fire Chief, Fire Captain, Fire Lieutenant, and Firefighter. These new position descriptions have been written and submitted by Deputy Fire Chief Riggs. I have reviewed the new descriptions and recommend their approval and adoption by council.

As discussed, I propose the attached compensation schedule for your final review and council approval. The schedule was developed in accordance with the new formal position descriptions and the new work responsibilities as designated in those positions.

Proposed compensation changes include a stipend for new firefighters who successfully complete a mandatory 240-hour training class, compensation for call duration over (2) hours, and fire officer Station 5 weekend coverage and work task completion. As noted on the compensation table, the officer weekend coverage program will be implemented on a trial basis upon the approval of council for the next two payroll quarters ending on September 8th, 2024. At that time, the trial program will be evaluated by me and Deputy Fire Chief Riggs for its effectiveness before a request for permanent adoption is made.

Respectfully,

Director Michael Lance



POSITION DESCRIPTION

Position:	Deputy Fire Chief
Supervised By:	Director of Public Safety and Chief of Police
Supervises:	All Fire Department personnel, including officers and Firefighters.
FLSA Status:	Exempt
Status:	Volunteer

General Summary

The Deputy Fire Chief is employed on a volunteer basis by the City of Jonesville. The position is compensated on a per call basis, and includes a stipend for administrative functions. Under the direction of Director of Public Safety, the position is responsible for all operations, personnel, and equipment of the Jonesville Fire Department in emergency and non-emergency activities.

The Deputy Chief oversees the safe operations of the department, its personnel, equipment, apparatus, and administrative programs. The position plans, directs, supervises, and coordinates activities of the Fire Department to prevent and extinguish fires and protect life and property. Additionally, the Deputy Chief ensures every opportunity is available to further educate the firefighters and officers of the department, as well as provide fire prevention awareness to the Jonesville community.

The Deputy Chief presides over all departmental meetings. The position shall have exclusive command at all incidents and may delegate command to capable individuals within the chain-of-command. This delegation of authority does not relieve the Deputy Chief of responsibility.

The Deputy Chief shall serve as a representative of the City of Jonesville at all times and shall strive to be a pillar of the community.

Essential Duties and Responsibilities

An employee in this position may be called upon to perform any or all of the following essential functions. This list is illustrative of the nature of responsibilities for an employee in this position; it may not include all of the duties to be performed.

1. Attend meetings with City management and the Director of Public Safety.
2. Work directly with the Director of Public Safety on the department budget and planning.
3. Work with the Director of Public Safety on department quotes and purchasing.
4. Attend all training sessions, as possible.
5. Perform administrative management functions.
6. Assist the Director of Public Safety in the tasks necessary to maintain and improve an ISO Class 5 department.
7. Maintain sufficient computer knowledge to assist in maintaining fire reporting, inventory management and other Jonesville database functions.
8. Enforce and uphold department policies and Standard Operating Guidelines.
9. Help keep discipline and good moral conduct both in operational and non-operational environments.
10. Keep the Director of Public Safety informed of department activities.

11. Prepare and deliver assigned training sessions.
12. Respond to the station or as directed, report to the scene.
13. Attend leadership, training, and meetings.

Tools and Equipment Used: Emergency response motor vehicles and apparatus, firefighting and fire prevention tools, mobile radio, phone, and a variety of office equipment.

Required Minimum Qualifications

Education and Experience:

1. A high school diploma or equivalent.
2. A minimum of seven years of fire service, including a minimum of five years of service with the Jonesville Fire Department.
3. A current and valid Michigan Motor Vehicle Operator's license and reliable transportation.
4. State of Michigan Firefighter I and II certifications.
5. State of Michigan Fire Officer I certification within 3 years of appointment.

Necessary Knowledge, Skills, and Abilities:

Work involves performance requiring some skills or special knowledge acquired through specific firefighting management training and experience.

1. Knowledge of management techniques such as training and development, communication of values and standards, performance evaluation, management, labor relations and problems solving. Ability to utilize the appropriate supervisory skills to assign, review and appraise the work of employees. Possess effective leadership skills to lead the department in everyday activities as well as in an emergency or disaster situation.
2. Knowledge of firefighting and fire prevention techniques, equipment and apparatus.
3. Knowledge of fire communications and computer applications.
4. Ability to organize and direct work of self and others and to manage or coordinate multiple tasks or activities simultaneously.
5. Ability to communicate effectively verbally and in writing and the capacity to understand and carry out written and oral instructions.
6. Ability to establish and maintain effective, positive working relationships with employees, supervisors, other departments, officials, and the public.
7. Ability to maintain confidentiality of highly sensitive data and information.
8. Ability to operate a personal computer, utilizing word processing, spreadsheet, database management, incident reporting, and other software applications as may be necessary to perform essential job functions.
9. Ability to perform tasks in changing and stressful circumstances.
10. Ability to be available to respond at any time for major incidents.

Physical Demands and Work Environment

The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee frequently is required to sit and stand. The employee is frequently required to walk; talk or hear; sit; climb or balance; stoop, kneel, crouch, or crawl; and smell.

This job requires the employee to have the ability to exert moderate, though not constant, physical effort, typically involving some combination of reaching, stooping, walking, climbing, and/or balancing; The employee must occasionally lift, carry, push and/or pull objects and materials of moderate to heavy weight alone or with others. Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception, and the ability to adjust focus. Must have high levels of eye, hand, and foot coordination.

The employee must be able to physically gain access to single- and multi-story buildings which may have no accommodations for the handicapped, and which may be in partial or total disrepair.

While performing the duties of this job, the employee will frequently work in outside weather conditions. While essential functions are regularly performed without exposure to adverse environmental conditions, major incidents or events may involve exposure to severe weather, temperature and noise extremes, traffic hazards, animals/wildlife, traffic, moving machinery, heights, violence, toxic agents, explosives, disease or pathogenic substances.

The noise level in the work environment ranges from general office noise to moderately loud.

Application

The duties listed above are intended only as illustrations of the various types of work that may be performed. This description should not be interpreted as describing all future responsibilities of the position or limit the nature and extent of assignments an employee may be given.

The Position Description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Revised 04/24



POSITION DESCRIPTION

Position:	Assistant Fire Chief
Supervised By:	Deputy Fire Chief
Supervises:	Captain, Lieutenant, and Firefighters, subject to the direction of the Deputy Fire Chief.
FLSA Status:	Exempt
Status:	Volunteer

General Summary

The Assistant Fire Chief is employed on a volunteer basis by the City of Jonesville. The position is compensated on a per call basis, and includes a stipend for administrative functions. Under the direction of Deputy Fire Chief, the position shall assist in the management of operations, personnel, equipment and Fire Station programs of the Jonesville Fire Department in emergency and non-emergency activities.

The Assistant Chief assists the Deputy Chief in the activities of the department. In the absence of the Deputy Chief, the Assistant Chief shall be his/her direct representative and ensure all Jonesville emergency and non-emergency activities are safely and successfully executed.

The position must also be able to function as an Incident Commander on small or large-scale operations. The Assistant Chief shall assist in the safe operations of the department, its personnel, equipment, apparatus, and administrative programs. The position shall plan, direct, supervise, and coordinate activities of the Fire Department as directed by the Deputy Chief to prevent and extinguish fires, provide emergency medical services, and protect life and property.

The Assistant Chief answers directly to the Deputy Chief and may be assigned projects or activities to help the department achieve the objectives set forth by the Deputy Chief.

Essential Duties and Responsibilities

An employee in this position may be called upon to perform any or all of the following essential functions. This list is illustrative of the nature of responsibilities for an employee in this position; it may not include all of the duties to be performed.

1. Attend all training sessions, as possible.
2. Perform assigned administrative management functions.
3. Assist the Deputy Chief in the tasks necessary to maintain and improve an ISO Class 5 department.
4. Maintain sufficient computer knowledge to assist in maintaining fire reporting, inventory management and other Jonesville database functions.
5. Enforce and uphold department policies and Standard Operating Guidelines.
6. Help keep discipline and good moral conduct both in operational and non-operational environments.
7. Keep the Deputy Chief informed of department activities.
8. Prepare and deliver assigned training sessions as directed by the Deputy Chief.

9. Prepare and deliver results, documentation, and requirements of all departmental training.
10. Respond to the station or as directed, report to the scene.
11. Attend leadership, training, and meetings as designated by the Deputy Chief.

Tools and Equipment Used: Emergency response motor vehicles and apparatus, firefighting and fire prevention tools, mobile radio, phone, and a variety of office equipment.

Required Minimum Qualifications

Education and Experience:

1. A high school diploma or equivalent.
2. A minimum of six years of fire service, including a minimum of four years of service with the Jonesville Fire Department.
3. A current and valid Michigan Motor Vehicle Operator's license and reliable transportation.
4. State of Michigan Firefighter I and II certifications.
5. State of Michigan Fire Officer I certification within 3 years of appointment.

Necessary Knowledge, Skills, and Abilities:

Work involves performance requiring some skills or special knowledge acquired through specific firefighting management training and experience.

1. Ability to communicate clearly both verbally and in writing to superior officers, firefighters, and the general public in the form of instructions, presentations, written reports, and training.
2. Knowledge of firefighting and fire prevention techniques, equipment and apparatus.
3. Knowledge of fire communications and computer applications.
4. Ability to organize and direct work of self and others and to manage or coordinate multiple tasks or activities simultaneously.
5. Capacity to understand and carry out written and oral instructions.
6. Ability to establish and maintain effective, positive working relationships with employees, supervisors, other departments, officials, and the public.
7. Ability to maintain confidentiality of highly sensitive data and information.
8. Ability to operate a personal computer, utilizing word processing, spreadsheet, database management, incident reporting, and other software applications as may be necessary to perform essential job functions.
9. Ability to perform tasks in changing and stressful circumstances.
10. Ability to be available to respond at any time for major incidents.

Physical Demands and Work Environment

The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee frequently is required to sit and stand. The employee is frequently required to walk; talk or hear; sit; climb or balance; stoop, kneel, crouch, or crawl; and smell.

This job requires the employee to have the ability to exert moderate, though not constant, physical effort, typically involving some combination of reaching, stooping, walking, climbing, and/or balancing; The employee must occasionally lift, carry, push and/or pull objects and materials of moderate to heavy weight alone or with others. Specific vision abilities required by this job include close vision, distance

vision, color vision, depth perception, and the ability to adjust focus. Must have high levels of eye, hand, and foot coordination.

The employee must be able to physically gain access to single- and multi-story buildings which may have no accommodations for the handicapped, and which may be in partial or total disrepair.

While performing the duties of this job, the employee will frequently work in outside weather conditions. While essential functions are regularly performed without exposure to adverse environmental conditions, major incidents or events may involve exposure to severe weather, temperature and noise extremes, traffic hazards, animals/wildlife, traffic, moving machinery, heights, violence, toxic agents, explosives, disease or pathogenic substances.

The noise level in the work environment ranges from general office noise to moderately loud.

Application

The duties listed above are intended only as illustrations of the various types of work that may be performed. This description should not be interpreted as describing all future responsibilities of the position or limit the nature and extent of assignments an employee may be given.

The Position Description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Revised 04/24



POSITION DESCRIPTION

Position:	Captain
Supervised By:	Deputy Fire Chief
Supervises:	Lieutenant and Firefighters, subject to the direction of the Deputy Fire Chief and Assistant Fire Chief.
FLSA Status:	Exempt
Status:	Volunteer

General Summary

The Captain is employed on a volunteer basis by the City of Jonesville. The position is compensated on a per call basis, and includes a stipend for administrative functions. Under the direction of Deputy Fire Chief, the position shall assist in the management of operations, personnel, equipment and Fire Station programs of the Jonesville Fire Department in emergency and non-emergency activities.

As with all officers, those appointed to the rank of Captain shall be assigned duties and responsibilities in support of department management. The Captain shall have the obligation to provide leadership and exercise supervision over the Lieutenant, drivers and members as senior ranking non-Chief officers.

The Captain must be able to function in all aspects of Incident Commander to and including that of Incident Commander on any incident, large or small.

The Captain must demonstrate knowledge and abilities sufficient enough to train department personnel to high standards. To support that leadership initiative, the Captain must gain further education in all respects of the fire service, associated programs, the fire management zone, equipment, apparatus, maintenance and evolving fire service technologies.

The Captain will answer directly to the Deputy Chief and will be assigned duties, projects and activities to facilitate the objectives set forth by the Chief Officers.

Essential Duties and Responsibilities

An employee in this position may be called upon to perform any or all of the following essential functions. This list is illustrative of the nature of responsibilities for an employee in this position; it may not include all of the duties to be performed.

1. Attend all training sessions, as possible.
2. Perform assigned administrative management functions.
3. Assist the Deputy Chief and Assistant Chief in the tasks necessary to maintain and improve an ISO Class 5 department.
4. Maintain sufficient computer knowledge to assist in maintaining fire reporting, inventory management and other Jonesville database functions.
5. Enforce and uphold department policies and Standard Operating Guidelines.
6. Help keep discipline and good moral conduct both in operational and non-operational environments.
7. Keep the Deputy Chief and Assistant Chief informed of department activities.

8. Prepare and deliver assigned training sessions as directed by the Chief Officers.
9. Prepare and deliver results, documentation, and requirements of all monthly equipment inspections and checks.
10. Respond to the station or as directed, report to the scene.
11. Attend leadership, training, and meetings as designated by the Chief Officers.

Tools and Equipment Used: Emergency response motor vehicles and apparatus, firefighting and fire prevention tools, mobile radio, phone, and a variety of office equipment.

Required Minimum Qualifications

Education and Experience:

1. A high school diploma or equivalent.
2. A minimum of three years of fire service, including a minimum of two years of service with the Jonesville Fire Department.
3. A current and valid Michigan Motor Vehicle Operator's license and reliable transportation.
4. State of Michigan Firefighter I and II certifications.
5. State of Michigan Fire Officer I certification within 3 year(s) of appointment.

Necessary Knowledge, Skills, and Abilities:

Work involves performance requiring some skills or special knowledge acquired through specific firefighting management training and experience.

1. Ability to communicate clearly both verbally and in writing to superior officers, firefighters, and the general public in the form of instructions, presentations, written reports, and training.
2. Knowledge of firefighting and fire prevention techniques, equipment and apparatus.
3. Knowledge of fire communications and computer applications.
4. Ability to organize and direct work of self and others and to manage or coordinate multiple tasks or activities simultaneously.
5. Capacity to understand and carry out written and oral instructions.
6. Ability to establish and maintain effective, positive working relationships with employees, supervisors, other departments, officials, and the public.
7. Ability to maintain confidentiality of highly sensitive data and information.
8. Ability to operate a personal computer, utilizing word processing, spreadsheet, database management, incident reporting, and other software applications as may be necessary to perform essential job functions.
9. Ability to perform tasks in changing and stressful circumstances.
10. Ability to be available to respond at any time for major incidents.

Physical Demands and Work Environment

The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee frequently is required to sit and stand. The employee is frequently required to walk; talk or hear; sit; climb or balance; stoop, kneel, crouch, or crawl; and smell.

This job requires the employee to have the ability to exert moderate, though not constant, physical effort, typically involving some combination of reaching, stooping, walking, climbing, and/or balancing; The employee must occasionally lift, carry, push and/or pull objects and materials of moderate to heavy

weight alone or with others. Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception, and the ability to adjust focus. Must have high levels of eye, hand, and foot coordination.

The employee must be able to physically gain access to single- and multi-story buildings which may have no accommodations for the handicapped, and which may be in partial or total disrepair.

While performing the duties of this job, the employee will frequently work in outside weather conditions. While essential functions are regularly performed without exposure to adverse environmental conditions, major incidents or events may involve exposure to severe weather, temperature and noise extremes, traffic hazards, animals/wildlife, traffic, moving machinery, heights, violence, toxic agents, explosives, disease or pathogenic substances.

The noise level in the work environment ranges from general office noise to moderately loud.

Application

The duties listed above are intended only as illustrations of the various types of work that may be performed. This description should not be interpreted as describing all future responsibilities of the position or limit the nature and extent of assignments an employee may be given.

The Position Description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Revised 04/24



POSITION DESCRIPTION

Position:	Lieutenant
Supervised By:	Deputy Fire Chief
Supervises:	Firefighters, subject to the direction of the Deputy Fire Chief, Assistant Fire Chief, and Lieutenant.
FLSA Status:	Exempt
Status:	Volunteer

General Summary

The Lieutenant is employed on a volunteer basis by the City of Jonesville. The position is compensated on a per call basis, and includes a stipend for administrative functions. Under the direction of Deputy Fire Chief, the position shall assist in the management of operations, personnel, equipment and Fire Station programs of the Jonesville Fire Department in emergency and non-emergency activities.

As with all officers, those appointed to the rank of Lieutenant shall be assigned duties and responsibilities in support of department management. The Lieutenant shall have the obligation to provide leadership and exercise supervision over members as senior ranking non-Chief officers.

It is required for the Lieutenant to achieve and maintain firefighter skills. The Lieutenant must be able to function in all aspects of Incident Commander to and including that of Incident Commander on any incident, large or small.

The Lieutenant must demonstrate knowledge and abilities sufficient enough to train department personnel to high standards. To support that leadership initiative, the Lieutenant must gain further education in all respects of the fire service, associated programs, the fire management zone, equipment, apparatus, maintenance and evolving fire service technologies.

The Lieutenant will answer directly to the Deputy Chief and will be assigned duties, projects and activities to facilitate the objectives set forth by the Chief Officers.

Essential Duties and Responsibilities

An employee in this position may be called upon to perform any or all of the following essential functions. This list is illustrative of the nature of responsibilities for an employee in this position; it may not include all of the duties to be performed.

1. Attend all training sessions, as possible.
2. Perform assigned administrative management functions.
3. Assist the Deputy Chief and Assistant Chief in the tasks necessary to maintain and improve an ISO Class 5 department.
4. Maintain sufficient computer knowledge to assist in maintaining fire reporting, inventory management and other Jonesville database functions.
5. Enforce and uphold department policies and Standard Operating Guidelines.
6. Help keep discipline and good moral conduct both in operational and non-operational environments.

7. Keep the Deputy Chief and Assistant Chief informed of department activities.
8. Prepare and deliver assigned training sessions as directed by the Chief Officers.
9. Prepare and deliver results, documentation, and requirements of all monthly apparatus inspections and checks.
10. Respond to the station or as directed, report to the scene.
11. Attend leadership, training, and meetings as designated by the Chief Officers.

Tools and Equipment Used: Emergency response motor vehicles and apparatus, firefighting and fire prevention tools, mobile radio, phone, and a variety of office equipment.

Required Minimum Qualifications

Education and Experience:

1. A high school diploma or equivalent.
2. A minimum of three years of fire service, including a minimum of two years of service with the Jonesville Fire Department.
3. A current and valid Michigan Motor Vehicle Operator's license and reliable transportation.
4. State of Michigan Firefighter I and II certifications.
5. State of Michigan Fire Officer I certification within 3 year(s) of appointment.

Necessary Knowledge, Skills, and Abilities:

Work involves performance requiring some skills or special knowledge acquired through specific firefighting management training and experience.

1. Ability to communicate clearly both verbally and in writing to superior officers, firefighters, and the general public in the form of instructions, presentations, written reports, and training.
2. Knowledge of firefighting and fire prevention techniques, equipment and apparatus.
3. Knowledge of fire communications and computer applications.
4. Ability to organize and direct work of self and others and to manage or coordinate multiple tasks or activities simultaneously.
5. Capacity to understand and carry out written and oral instructions.
6. Ability to establish and maintain effective, positive working relationships with employees, supervisors, other departments, officials, and the public.
7. Ability to maintain confidentiality of highly sensitive data and information.
8. Ability to operate a personal computer, utilizing word processing, spreadsheet, database management, incident reporting, and other software applications as may be necessary to perform essential job functions.
9. Ability to perform tasks in changing and stressful circumstances.
10. Ability to be available to respond at any time for major incidents.

Physical Demands and Work Environment

The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee frequently is required to sit and stand. The employee is frequently required to walk; talk or hear; sit; climb or balance; stoop, kneel, crouch, or crawl; and smell.

This job requires the employee to have the ability to exert moderate, though not constant, physical effort, typically involving some combination of reaching, stooping, walking, climbing, and/or balancing;

The employee must occasionally lift, carry, push and/or pull objects and materials of moderate to heavy weight alone or with others. Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception, and the ability to adjust focus. Must have high levels of eye, hand, and foot coordination.

The employee must be able to physically gain access to single- and multi-story buildings which may have no accommodations for the handicapped, and which may be in partial or total disrepair.

While performing the duties of this job, the employee will frequently work in outside weather conditions. While essential functions are regularly performed without exposure to adverse environmental conditions, major incidents or events may involve exposure to severe weather, temperature and noise extremes, traffic hazards, animals/wildlife, traffic, moving machinery, heights, violence, toxic agents, explosives, disease or pathogenic substances.

The noise level in the work environment ranges from general office noise to moderately loud.

Application

The duties listed above are intended only as illustrations of the various types of work that may be performed. This description should not be interpreted as describing all future responsibilities of the position or limit the nature and extent of assignments an employee may be given.

The Position Description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Revised 04/24



POSITION DESCRIPTION

Position:	Firefighter
Supervised By:	Deputy Fire Chief
Supervises:	None generally. May exercise occasional or temporary supervision, as assigned by an officer.
FLSA Status:	Exempt
Status:	Volunteer

General Summary

The Firefighter is employed on a volunteer basis by the City of Jonesville. The position is compensated on a per call basis. Under the direction of Deputy Fire Chief, the position shall possess the skills and knowledge to perform and carry out orders given on an incident scene as they relate to basic firefighting and emergency response, equipment operation and function, and assistance to EMS professionals, as well as care and maintenance of equipment.

Chain-of-command is expected to be followed in all administrative and operational matters that relate to Jonesville Fire Department operation and function. The Firefighter shall function under the direction and supervision of a Company Officer (CO) or an Officer in Charge (OIC). Officers shall be addressed by rank in on-scene operations and in the public view; the use of rank in internal departmental operations is not required, but advisable.

Essential Duties and Responsibilities

An employee in this position may be called upon to perform any or all of the following essential functions. This list is illustrative of the nature of responsibilities for an employee in this position; it may not include all of the duties to be performed.

1. As directed, assist in the control and extinguishment of fires, including fire suppression, search and rescue, ventilation, extrication, and other fire and rescue related activities.
2. Assist in the extrication of individuals from vehicles or other places where they may be trapped.
3. Respond to emergency calls and when required lay and connect hose, hold nozzles and direct water streams, raise and climb ladders, use chemical extinguishers, bars, hooks, lines, and other equipment.
4. Operate large emergency vehicles during both day and night in emergency situations while exercising due care and caution in regard to speed, traffic control devices, congested traffic, unsafe road conditions, and environmental conditions such as fog, smoke, rain, ice, and snow.
5. Communicate effectively over fire service radio channels while initiating and responding to radio communications under adverse conditions.
6. Communicate verbally and in writing to superior officers and keep them informed of all activities.
7. Clean and service apparatus, maintaining it in readiness condition. Report mechanical failures or other difficulties to superior officers.
8. Attend departmental training and meetings as required.
9. Perform all duties as requested and in conformance with accepted department practices, policies, and Standard Operating Guidelines, and commensurate with his/her level of training.

10. Understand the Incident Command System and its operation relative to the Jonesville Fire Department.
11. Perform clerical, reporting, and other tasks as assigned.

Tools and Equipment Used: Emergency response motor vehicles and apparatus, firefighting and fire prevention tools, mobile radio, phone, and a variety of office equipment.

Required Minimum Qualifications

Education and Experience:

1. A high school diploma or equivalent.
2. Twelve months of probationary experience with the Jonesville Fire Department, or equivalent experience with another Department.
3. A current and valid Michigan Motor Vehicle Operator's license and reliable transportation.
4. State of Michigan Firefighter I and II certifications.

Necessary Knowledge, Skills, and Abilities:

Work involves performance requiring some skills or special knowledge acquired through specific firefighting training and experience.

1. Ability to communicate clearly both verbally and in writing to superior officers, other firefighters, and the general public in the form of instructions, presentations, written reports, and training.
2. Knowledge of firefighting and fire prevention techniques, equipment and apparatus.
3. Knowledge of fire communications and computer applications.
4. Ability to direct actions based on training and experience and take appropriate actions to mitigate hazardous situations.
5. Capacity to understand and carry out written and oral instructions.
6. Ability to establish and maintain effective, positive working relationships with supervisors, other departments, officials, and the public.
7. Ability to maintain confidentiality of highly sensitive data and information.
8. Ability to perform tasks in changing and stressful circumstances.
9. Ability to be available to respond at any time for major incidents.

Physical Demands and Work Environment

The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee frequently is required to sit and stand. The employee is frequently required to walk; talk or hear; sit; climb or balance; stoop, kneel, crouch, or crawl; and smell.

This job requires the employee to have the ability to exert moderate, though not constant, physical effort, typically involving some combination of reaching, stooping, walking, climbing, and/or balancing; The employee must occasionally lift, carry, push and/or pull objects and materials of moderate to heavy weight alone or with others. Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception, and the ability to adjust focus. Must have high levels of eye, hand, and foot coordination.

The employee must be able to physically gain access to single- and multi-story buildings which may have no accommodations for the handicapped, and which may be in partial or total disrepair.

While performing the duties of this job, the employee will frequently work in outside weather conditions. While essential functions are regularly performed without exposure to adverse environmental conditions, major incidents or events may involve exposure to severe weather, temperature and noise extremes, traffic hazards, animals/wildlife, traffic, moving machinery, heights, violence, toxic agents, explosives, disease or pathogenic substances.

The noise level in the work environment ranges from general office noise to moderately loud.

Application

The duties listed above are intended only as illustrations of the various types of work that may be performed. This description should not be interpreted as describing all future responsibilities of the position or limit the nature and extent of assignments an employee may be given.

The Position Description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Revised 04/24



**JONESVILLE FIRE DEPARTMENT
COMPENSATION TABLE**

Officers:

Deputy Chief	\$3,200.00 per year	
Assistant Chief	\$2,000.00 per year	
Captain	\$1,000.00 per year*	increase of \$100
Lieutenant	\$1,000.00 per year*	increase of \$200

Officer Weekend Duty Compensation:

Weekend Station Coverage: \$100.00 per weekend/\$1,300 max per officer per year* **trial**

Officers/Firefighters:

All Runs	\$27.00 per run
Training/Work Session	\$27.00 per training/session

Auxiliary Firefighters:

All Runs	\$20.00 per run
Training/Work Session	\$20.00 per training

Call duration over 2 hours from dispatch/storm event/authorized work/training events:

After the first two hours from time of dispatch, to include storm events, authorized work details/special events, personnel will be paid (1) additional run for every (2) hours worked. Payable at ¼ run rate for every 30 minutes worked to the completion of the assignment.

Department Sponsored Firefighter 1&2/Annual Training Compensation:

Auxiliary Firefighters attending State of Michigan Firefighter Academy 1&2 will be paid \$1,200 upon completion/graduation of the academy.

Firefighters will be compensated \$100 for each whole 10 hours of documented state recognized training up to a maximum of \$400 per person annually.

Compensation Schedule: All compensation will be paid on a scheduled quarterly basis. Fire academy/training compensation will be paid in the quarter in which it is completed.

JCFD

OFFICER WEEKEND SHIFT

DUTY CHECKLIST

- ALL APPARATUS FUEL TANKS ARE FULL.
- ALL EQUIPMENT IS IN PROPER COMPARTMENTS, ORGANIZED, AND ACCOUNTED FOR.
- ALL SCBA BOTTLES ARE FULL.
- BATTERIES ARE CHARGED FOR EQUIPMENT.
 - SCBA
 - JAWS OF LIFE
 - THERMAL IMAGING CAMERAS
 - ETC.
- TRUCK BAY FLOORS ARE CLEAN INCLUDING UNDER THE LOCKERS.
- GARBAGE CANS IN THE TRUCK BAY AREA ARE EMPTIED.
- INTERNAL RUN REPORTS ARE UP TO DATE.
- INDIVIDUAL OFFICER PAPERWORK AND DUTIES ARE TAKEN CARE OF.
 - PER JCFD OFFICER JOB DESCRIPTIONS.
- ANY DISCREPANCES ARE NOTED AND REPORTED TO THE DEPUTY CHIEF.

DUTY OFFICER SIGNATURE _____

DATE _____

APPROVED _____

DATE _____



RECEIVED
MAR 25 2024

DOMESTIC HARMONY
P.O. Box 231
Hillsdale, Michigan 49242
Telephone: (517) 439-1454
Fax: (517) 439-5144

BY: _____

February 21, 2024

Dear Jonesville City Council Members,

Thank you very much for supporting Domestic Harmony through the purchase of a service contract in 2023. This support has enabled us to provide services to victims of domestic violence. Last year we provided shelter to 38 adults and 47 children, supportive counseling to 86 non-residential clients, and answered 478 crisis hotline calls.

We are asking that all cities and townships in Hillsdale County contract with Domestic Harmony to provide residents of each municipality services for victims of domestic violence and their children. We continue to offer the following services:

- ❖ Transportation from a safe place to shelter;
- ❖ Safe emergency shelter;
- ❖ A 24-hour crisis hotline;
- ❖ Crisis intervention and supportive counseling;
- ❖ Coordination of support services, including assistance in finding permanent housing and in obtaining financial assistance; and
- ❖ Legal advocacy referral and information.

There is no charge for any of our victim or prevention services.

We ask that City of Jonesville contract with Domestic Harmony once again this year. Last year the amount of your contract was \$1,000.00. As you prepare your budget for this year, we ask that you contract with us at the same amount or more if you are able. Your contracting with us will ensure our ability to continue our critical services for victims of domestic violence and their families.

Enclosed are two copies of a contract. Please fill in the amount you are able to contract for, sign both copies and send one back to us.

Thank you very much for your consideration of this very important issue.

Sincerely,

Hannah Jordan, LLMSW
Executive Director

**DOMESTIC HARMONY
CONTRACT FOR SERVICES**

The City of Jonesville (hereinafter "City", located in the County of Hillsdale, and State of Michigan, agrees to purchase services recently codified in MCL 41. 110c(e), for victims of domestic violence for residents of said city from the Hillsdale County Taskforce on Family Violence, which is doing business as Domestic Harmony (hereafter "Domestic Harmony") for the fiscal year 2024. This period may include past services as well as future services.

"Domestic Violence" means a violent physical attack or fear of a violent physical attack perpetrated by an assailant against a victim, in which the victim is a person assaulted or threatened by his or her intimate partner, former intimate partner, an adult person, or emancipated minor assaulted by an adult person with whom the assaulted person cohabited; and in which the victim and assailant are/were involved in a consenting sexual relationship.

Services to be provided under this contract to any number of eligible residents in the City are:

1. Transportation from a safe place to shelter;
2. Safe emergency shelter;
3. A 24 – hour crisis hotline;
4. Crisis intervention and supportive counseling;
5. Coordination of support services, including assistance in finding permanent housing and in obtaining financial assistance; and
6. Legal advocacy referral and information,

These services are defined in Domestic Harmony's grant from the Domestic Violence Prevention and Treatment Board of the State of Michigan.

To purchase said services the City agree to pay Domestic Harmony the sum of \$_____ for the 2024 fiscal year, which begins on _____ and ends on _____.

Domestic Harmony agree to defend, indemnify, and hold harmless the City from any claim, demand, suit, loss, cost of experience, or any damage which may be asserted, claimed or recovered against or from Domestic Harmony by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost or expense, if caused in whole or in part by the negligence of Domestic Harmony, or by third parties, or by the agents, servants, employees or factors of any of them.

City of Jonesville

Domestic Harmony

By: _____

/print/ _____

Executive Director

Its _____

Date: _____

Date: _____

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

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

A meeting of the Jonesville City Council was held on Wednesday, March 20, 2024 at the Jonesville City Hall, 265 E. Chicago Street, Jonesville, MI. Mayor Pro-Tem Delesha Padula 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: Gerry Arno.

Also present: Manager Gray, Treasurer Spahr, WWTP Supt. Hughes, DPW Supt. Crouch, Public Safety Director Lance, Asst. Fire Chief Riggs, Attorney Lovinger, Lisa Adair, Zach Bigelow, Sheriff Scott Hodshire, Wendy Playford, Stefanie Rathbun, Joseph Luna, Scott Lucas and Don Toffolo.

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

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

Sheriff Scott Hodshire gave a brief update regarding the Hillsdale County Sheriff's Department.

A motion was made by Tim Bowman and supported by Brenda Guyse to accept the Little Free Libraries offered by the Hillsdale ISD Great Start Collaborative and allow placement in Carl Fast Park and Wright Street Park. Wendy Playford spoke on behalf of the Little Free Libraries program advising that numerous libraries will be placed throughout Hillsdale County. The Little Libraries are paid for with grant funds and sponsorships. The ISD has a volunteer base that supplies the libraries with a selection of children's books. All in favor. Absent: Gerry Arno. Motion carried.

Brenda Guyse made a motion and was supported by Chris Grider to approve the use of City facilities for Riverfest as proposed and to consent to the Director of Public Safety and Chief of Police to execute the Traffic Control Order 2024-01. Zack Bigelow spoke to council on behalf of JBA advising them of the changes that are being proposed for 2024; Crafters/Vendors will be in Carl Fast Park, Car Show will be held on Water Street and North Street, Food Vendors will be placed along US-12 within the downtown block, Maumee Street will be closed from US-12 to Church Street, Carnival Rides will be located at the US-12/M-99 area of Dallas Hawkins' property, Grosvenor House will be open for tours, and River Events will be held from Red Bridge to US-12. All in favor. Absent: Gerry Arno. Motion carried.

Brenda Guyse made a motion and was supported by Andy Penrose to appoint Mike Lance on an at-will basis as the Director of Public Safety and Police Chief and to terminate the interim employment agreement. All in favor. Absent: Gerry Arno. Motion carried.

A motion was made by Tim Bowman and supported by Brenda Guyse to adopt Resolution 2024-07 – Adopt Master Plan Amendment as presented by the Planning Commission. All in favor. Absent: Gerry Arno. Motion carried.

Brenda Guyse made a motion and was supported by Andy Penrose to approve the recommendation from the Citizenship Committee to award the 2024 Jonesville Citizens of the Year to Mary Houchen and Maria Mandrell (youth). Roll Call Vote: Ayes: Tim Bowman, Chris Grider, Brenda Guyse, George Humphries Jr., Andy Penrose and Delesha Padula. Nays: None. Absent: Gerry Arno. Motion carried.

A motion was made by Brenda Guyse and supported by George Humphries Jr. to accept the DDA recommendation and adopt “The Real Deal” as the City of Jonesville’s Tagline. The winning entry was submitted separately by two individuals, Jeff Rowe and Paul Hosmer. The DDA is awarding each \$50 in Jonesville Bucks for their winning entries. The new tagline will be used in the future development of City branding materials. All in favor. Absent: Gerry Arno. Motion carried.

George Humphries Jr. made a motion and was supported by Chris Grider to waive ordinance requirements for Weekend Yard and Garage Sales Permits between Thursday, May 16, 2024 and Sunday, May 19, 2024. All in favor. Absent: Gerry Arno. Motion carried.

A motion was made by Brenda Guyse and supported by Tim Bowman to approve the Council minutes of February 21, 2024 Regular Meeting. All in favor. Absent: Gerry Arno. Motion carried.

Andy Penrose made a motion and was supported by Chris Grider to approve the Accounts Payable for March 2024 in the amount of \$55,019.98. All in favor. Absent: Gerry Arno. Motion carried.

A motion was made by Brenda Guyse and supported by George Humphries Jr. to receive the minutes of Economic Development Partnership of Hillsdale County (EDP) – January 11, 2024, Region 2 Planning Commission (R2PC) – January 11, 2024 and February 8, 2024 and Downtown Development Authority (DDA) – March 12, 2024. All in favor. Absent: Gerry Arno. Motion carried.

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

Mayor Pro-Tem Padula adjourned the meeting at 7:40 p.m.

Submitted by:

Cynthia D. Means
Clerk

Delesha Padula
Mayor Pro-Tem

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

**JONESVILLE CITY COUNCIL
Special Meeting
Minutes of April 3, 2024**

A special meeting of the Jonesville City Council was held on Wednesday, April 3, 2024 at the Jonesville City Hall, 265 E. Chicago Street, Jonesville, MI. Mayor Gerry Arno called the meeting to order at 6:30 p.m. Council members present were: Chris Grider, Brenda Guyse, George Humphries Jr., Delesha Padula and Andy Penrose. Absent: Tim Bowman.

Also present: Manager Gray and Abe Dane, Hillsdale County Deputy Clerk.

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

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

A motion was made by Brenda Guyse and supported by Delesha Padula to approve the Amendment to Early Voting Services Agreement and to authorize the City Clerk to execute the same as necessary. In September of 2023, the City Council approved the Services Agreement to conduct a single early voting precinct with Hillsdale County and other municipalities in the County. All other municipalities, with the exception of Somerset Township, also entered into the agreement. Somerset Township administered its own early voting precinct for the presidential primary election in February. On March 21st, the Somerset Township Board of Trustees voted to enter in to the agreement to operate a joint precinct. Pursuant to State statute, all municipalities must approve the amendment so that their respective Clerks may execute it by April 15th in order to add Somerset Township. Legal counsel for the County prepared the amendment. Somerset Township will be invoiced for the cost of the special meeting. All in favor. Absent: Tim Bowman. Motion carried.

Mayor Arno adjourned the meeting at 6:50 p.m.

Submitted by:

Cynthia D. Means
Clerk

Gerald E. Arno
Mayor

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
AMERICAN COPPER & BRASS, LLC	JFD - REPAIRS	87.26
AMERICAN WATER WORKS ASSOC.	MEMBERSHIP RENEWAL	412.00
APPLIED INNOVATION	CITY HALL COPIER MAINTENANCE	66.07
AT&T	LOCAL/LONG DISTANCE	763.58
BAKER, VICKI/B & B CLEANING,	JPD/JFD/CITY HALL CLEANING SERVICES	550.00
BRINER OIL CO., INC.	JPD/WWTP/MVP - GASOLINE	363.72
	JFD - GASOLINE	46.64
	JFD - GASOLINE/ACCT 7779	127.39
	JPD/WWTP/DPW GASOLINE	543.92
	MVP - BULK TANK	158.78
	MVP - BLUE DEF	27.20
	MVP - BULK TANK	181.72
		1,449.37
BUTTERS EXCAVATING & LAWN	CARCEMETERY MAINT/SEXTON SERVICES	3,191.67
CAPITAL ONE	WALMART - SUPPLIES/REPAIRS	270.59
CIVICPLUS LLC	ONLINE ORDINANCE ADMIN FEE	236.25
CLEAR VIEW B.R. LLC	CITY HALL/JPD - OUTSIDE WINDOW CLEANING	60.00
COMMUNITY HEALTH AGENCY	REC - FOOD SERVICE LICENSE	140.00
CONSUMERS ENERGY	JFD - EMER SIREN ELECTRICITY	41.90
	CITY HALL THIRD FLOOR ELECTRICITY	28.77
	IRON REMOVAL PLANT ELECTRICITY	1,275.31
	CEMETERY ELECTRICITY	36.52
	500 IND PKWY - SPRINKLER METER ELECTRICITY	31.58
	598 IND PKWY SPRINKLER METER ELECTRICITY	29.18
	100 DEAL PKWY SPRINKLER METER ELECTRICITY	33.41
	WATER TOWER ELECTRICITY	87.10
	CITY HALL SECOND FLOOR ELECTRICITY	28.77
	CITY HALL ELECTRICITY	163.89
	JPD ELECTRICITY	154.32
	JFD TRUCK BAY ELECTRICITY	131.78
	JFD TRAINING ROOM ELECTRICITY	186.02
	DDA - METERED PARKING LOT LIGHT ELECTRICITY	37.23
	FAST PARK ELECTRICITY	40.04
	WRIGHT ST PARK ELECTRICITY	34.12
	RADIO TOWER ELECTRICITY	38.77
	WWTP ELECTRICITY	5,453.72
	DPW BUILDING ELECTRICITY	262.38
	FREEDOM MEMORIAL ELECTRICITY	44.33
	DDA - UNMETERED PARKING LOT LIGHT ELECTRICITY	28.36
	CITY-WIDE STREETLIGHT ELECTRICITY	1,299.97
	CITY-WIDE LED STREETLIGHT ELECTRICITY	1,379.70
	DOWNTOWN/STREETSCAPE LIGHT ELECTRICITY	440.34
		11,287.51
COUNTRYSIDE TROPHIES	CITIZEN OF THE YEAR AWARDS/PLAQUES	146.00
CSZ SERVICES, LLC	ASSESSMENT NOTICES/BOR SUPPLIES	716.95
	ASSESSING SERVICES	5,670.00
		6,386.95
CURRENT OFFICE SOLUTIONS	JPD COPIER MAINTENANCE	14.70
DEPENDABLE FIRE APPARATUS, LIJFD	- TRUCK 539 REPAIRS	594.49
	JFD - TRUCK 535 REPAIRS	182.97
	JFD - TRUCK 575 REPAIRS	106.77
		884.23
DIGITAL ALLY	JPD - BODY CAM SUBSCRIPTION	3,036.00
ELWOOD STAFFING SERVICES, INC	DPW TEMP W/E 03/10/24	810.00
	DPW TEMP W/E 03/17/24	486.00
		1,296.00
FERGUSON WATERWORKS #3386	WATER - NEW METERS	450.32
FIRST NATIONAL BANK OMAHA	MEANS - MAMC MEMBERSHIP RENEWAL	75.00
	ZOOM MEMBERSHIP	15.99
	SUPPLIES/CONFERENCES/REPAIRS	2,305.06
		2,396.05
GANNETT MICHIGAN LOCALIQ	REC - HILLSDALE DAILY NEWS ADS	206.00
GREENMARK EQUIPMENT	WWTP - REPAIRS	23.39
	MVP - SUPPLIES	91.98

<u>Vendor</u>	<u>Description</u>		<u>Amount</u>
		115.37	
HILLSDALE COUNTY CLERK	FEB 2024 ELECTION EXPENSES		1,148.57
HILLSDALE COUNTY SHERIFF DEPT	JPD - 2024 RANGE USE		300.00
HILLSDALE COUNTY TREASURER	2024 DOG LICENSES		745.00
HOMER INDEX	REC - HOMER INDEX ADS		157.50
HYDROCORP, INC	WATER CROSS CONNECTION PROGRAM		568.00
ICMA MEMBER SERVICES	GRAY - MEMBERSHIP RENEWAL		505.53
JONESVILLE BUSINESS ASSOCIATION	DDA - 2024 MEMBERSHIP DUES		30.00
	DDA - TAGLINE CONTEST WINNERS		100.00
		130.00	
JONESVILLE HARDWARE	PARKS/STREETS/DDA/WWTP - SUPPLIES/REPAIRS		431.88
JONESVILLE LUMBER	JPD/PARKS/DDA/DPW - SUPPLIES/REPAIRS		223.55
JONESVILLE, CITY OF	JPD - WATER/SEWER		51.80
	JFD - WATER/SEWER		88.03
	CITY HALL WATER/SEWER		51.80
	WWTP - WATER/SEWER		165.24
	WRIGHT ST PARK WATER/SEWER		38.87
	DPW WATER/SEWER		51.80
		447.54	
KEN STILLWELL FORD-MERCURY,	IJFD - 19 FORD REPAIRS		1,488.65
LOVINGER & THOMPSON, P.C.	LEGAL FEES		1,063.75
MACQUEEN EMERGENCY	JFD - SCBA TESTING		1,490.00
	JFD - HOSE FITTINGS		359.21
		1,849.21	
MERIT LABORATORIES	WWTP - TESTING		104.00
	WWTP - TESTING		402.00
		506.00	
MICHIGAN GAS UTILITIES	JFD GAS/HEAT SERVICE		306.34
	JPD GAS/HEAT SERVICE		104.41
	WWTP GAS/HEAT SERVICE		2,072.07
	DPW BUILDING GAS/HEAT SERVICE		158.42
	GAS LIGHT SERVICE		59.45
	CITY HALL GAS/HEAT SERVICE		119.41
		2,820.10	
MICHIGAN LAWN & LANDSCAPE	MOWING SERVICES		55.49
MOTOROLA SOLUTIONS, INC	JPD - TWO 800 MHZ RADIOS		7,730.68
MUNICIPAL SUPPLY CO.	WATER - HYDRANT GASKETS/NOZZLES		278.30
NORM'S AUTO-JONESVILLE	644 CRAIG ST/TIRE DISPOSAL		79.50
NORTH EAST FABRICATION CO,	INPARK - REPAIRS		6.60
NVB PLAYGROUNDS/DBA AAA STATEFAST	PARK - TIRE SWING/SWING SEATS		2,631.00
PENROSE, ANDY	R2PC MEETING MILEAGE		54.16
PERFORMANCE AUTOMOTIVE	JFD/PARKS/MVP - SUPPLIES/REPAIRS		1,396.09
PETERS ANTHONY	UB refund for account: 000379-01		8.20
PIONEER RESEARCH CORPORATION	WWTP - SUPPLIES		787.95
POSTMASTER	POSTAGE - WATER/SEWER BILLS		332.51
	POSTAGE - 2023 WATER QUALITY REPORTS		447.04
		779.55	
POWERS CLOTHING, INC.	JPD - SHIPPING/JFD - UNIFORM TIES		153.50
SHIRT SHACK, LLC	WWTP/DPW UNIFORMS		208.00
SLR CONSULTING & EDUCATION	LIJFD - FIRE INSTRUCTOR TRAINING		4,800.00
STOCKHOUSE CORPORATION	CITIZEN OF THE YEAR TICKETS		50.00
UNIFIRST CORPORATION	WWTP UNIFORMS		55.27
	CITY HALL/JPD FLOOR MATS		54.35
	DPW SHOP TOWELS		31.08
	WWTP UNIFORMS		52.00
	WWTP UNIFORMS		52.00
	DPW SHOP TOWELS		25.25
	WWTP UNIFORMS		52.00
		321.95	
UNIQUE PAVING MATERIALS CORP	COLD PATCH		287.92
USA BLUEBOOK	WWTP - SUPPLIES		260.00
VERIZON WIRELESS	JPD/WWTP/DPW-CELL PHONES/RADIO TOWER/JPD/JFD-MODEM:		334.64
	Total:		66,054.73

**CITY OF JONESVILLE
PLANNING COMMISSION
Minutes of March 13, 2024**

A City of Jonesville Planning Commission meeting was held on Wednesday, March 13, 2024 at the Jonesville City Hall, 265 E Chicago Street, Jonesville, MI. Chair Christine Bowman called the meeting to order at 7:06 p.m.

Present: Christine Bowman, Annette Sands, Brenda Guyse, Jim Ackerson and Ryan Scholfield

Absent: Two Vacancies

Also Present: Jeff Gray, Charles Crouch

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

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

Brenda Guyse made a motion and was supported by Annette Sands to approve the minutes from January 16, 2024. All in favor. Absent: Two vacancies. Motion carried.

The Public Hearing was opened at 7:08 p.m. for the City of Jonesville Master Plan Amendment – Incorporate 2024-2028 Recreation Plan. There were no public comments. The Public Hearing was closed at 7:08 p.m.

A motion was made by Annette Sands and supported by Jim Ackerson to approve the Resolution recommending that the Jonesville City Council approve the Master Plan Amendment be. Roll Call Vote: Ayes: Christine Bowman, Annette Sands, Jim Ackerson, Brenda Guyse and Ryan Scholfield. Nays: None. Absent: Two vacancies. Motion carried.

The Hillsdale Intermediate School District has grant funds available to the City of Jonesville for the purpose of installation of Little Free Libraries and plan to provide a library to each park (Carl Fast Park and Wright Street Park) to expand their network throughout the County. City staff will complete the installation in late spring. The ISD has a volunteer base that supplies children's books.

A storage area at the rear of a dugout at Wright Street Park has been converted to a picnic shelter. A large swing set has been salvaged from property acquired for cemetery expansion and will replace the unit at Carl Fast Park in the spring.

Resignations from the Planning Commission were received from Charles Crouch and Marty Ethridge.

Manager Gray provided updates.

At 7:35 p.m., the Planning Commission convened at Carl Fast Park.

A motion was made by Brenda Guyse and supported by Ryan Scholfield to approve payment in the amount of \$1800.00 for the purchase of a Tire Swing to be installed at Carl Fast Park. All in favor. Absent: Two vacancies. Motion carried.

At 7:59 the Planning Commission returned to City Hall.

The next meeting is scheduled for Wednesday, April 10, 2024 at 7:00 p.m.

The meeting was adjourned at 8:00 p.m.

Submitted by,

Cynthia D. Means
Clerk

**CITY OF JONESVILLE
CITIZENSHIP COMMITTEE
MINUTES OF APRIL 4, 2024**

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

The meeting at the Jonesville City Hall was called to order at 6:05 p.m. by Chair Andy Penrose.

There were no public comments.

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

Motion by Brenda Guyse, second by Kathy Adams, to approve the minutes of the March 19, 2024 meeting. Motion carried.

Event planning was discussed. Arrangements are on task, with the Legion likely to confirm a color guard following their meeting later in the evening. Committee members will serve as volunteers for ticket sales at the door, and ticket taking. Volunteers will arrive at 6:00 p.m. and enter through the rear theater door. We will open the doors to the public at 6:30 p.m.

Jeff will coordinate theater arrangements directly with Trinity Bird.

As there is no anticipated need to meet again before the event, it was the consensus of the group to cancel the meeting previously scheduled for April 18th.

There was no other business. Chair Andy Penrose adjourned the meeting at 6:17 p.m.

Respectfully submitted,
Jeffrey M. Gray, City Manager

Jonesville Police Department

116 West Chicago Road
Jonesville, Michigan. 49250

911 Police Service Administration (517) 849-2101

FAX (517) 849-2520

ACTIVITY SUMMARY FOR MARCH 2024

Total reports written: 40
Criminal Sexual Conduct: 0
Concealed Weapons Offense: 1
Assault and Battery: 0
Break and Enter: 0
Larceny from Building: 0
Theft from Motor Vehicle: 0
Credit Card Fraud: 1
Embezzlement: 1
Damage to Property: 0
Intimidation/Stalking: 0
Larceny- Other: 0
Non-Violent Domestic: 1
Retail Fraud: 0
Traffic Policing: 2
Operating while Intoxicated: 1
Obstructing Justice: 2
Public Roadway Accidents: 7
Private Property Accidents: 5
Other Arrests: 2 (warrants, traffic-DWLS/Revoked, etc.)
Civil Matter/Family Disputes: 0
Medical Emergency: 2
Trespass: 0
Nuisance Animal: 1
Alarms: 2
Suspicious Situations: 5
Lost and Found Property: 1
General Assistance: 7
Traffic/Moving Violations: 6
Warrants Received from Prosecutor: 4



114 W. Chicago St.

Jonesville, MI 49250

(517) 849-2101

(517) 849-2520 Fax

Runs for March

Run	Members	Date	Type of call	Location	City	Fayette	Scipio	Mutual	Training
34	6	3/1/2024	Structure Fire	13851 Calhoun Rd.				X	
35	4	3/1/2024	Grass/Brush Fire	Concord Rd/Litchfield Rd				X	
36	9	3/5/2024	Assist Medical	2167 blackmer Dr		X			
37	9	3/10/2024	PI Accident	Bowman St/W Chicago St	X				
38	4	3/12/2024	Grass/Brush Fire	4031 Half Moon Lk Rd		X			
39	6	3/12/2024	Structure Fire	4645 Fitzpatrick Rd				X	
40	3	3/13/2024	Assist Medical	614 Juniper Ct	X				
41	9	3/13/2024	Trainings	Sta 5 / St Joe River					X
42	6	3/16/2024	Trainings	Genessee, Halfmoon Lk, Rowe Rd's					X
43	4	3/20/2024	Grass/Brush Fire	3172 Jonesville Rd		X			
44	9	3/27/2024	Trainings	Sta 5 equipment checks					X
45	2	3/29/2024	Odor Investigation	243 E. Chicago St.	X				
46	5	3/29/2024	Grass/Brush Fire	7442 cranberry lake rd			X		

Monthly Calls

Year Total Type of Call

City	Fayette	Scipio	Mutual
17	15	8	9
Training			
11			
Total for March		<u>13</u>	
Total for the Year		<u>60</u>	

	City	Fayette	Scipio	Mutual	Training
January	8	7	3	2	3
February	6	5	4	4	5
March	3	3	1	3	3
April	0	0	0	0	0
May	0	0	0	0	0
June	0	0	0	0	0
July	0	0	0	0	0
August	0	0	0	0	0
September	0	0	0	0	0
October	0	0	0	0	0
November	0	0	0	0	0
December	0	0	0	0	0

MONTHLY OPERATING REPORT

March 2024

SUBMITTED: April 9, 2024

WATER FLOW

MAXIMUM	187,000
MINIMUM	114,000
AVERAGE	153,000
TOTAL	4.749 MG

WASTEWATER FLOW

MAXIMUM	293,700
MINIMUM	258,000
AVERAGE	272,300
TOTAL	8.4420 MG

CALLOUTS: 1 (Iron Removal Plant Communication Failure)

OPERATION & MAINTENANCE

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

The Wastewater Plant Laboratory processed 128 Bacteria tests, 17 Nitrate tests and 8 Nitrite tests in March 2024. The annual totals to date are 371 Coliform Bacteria, 69 Nitrates, and 27 Nitrates.

The spring lagoon discharge season begins on March 1, 2024. The lab has processed lagoon samples from Camden, Litchfield, Reading, and Waldron. The spring lagoon discharge season ends on May 31, 2024.

First quarter 2024 drinking water invoices were completed and submitted to City Hall. The total amount invoiced was \$2,140.00.

A new road was constructed with street millings to the pole building and to the service water tank. This will allow the tank to be cleaned without damaging the lawn. This project was completed with the majority of the help from the Department of Public Works. The DPW also aided in the removal of debris that has been collected in the north biosolids drying beds.

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—2.0 mg/l

Average Percent Removal from the Raw Wastewater—98.1 %

Daily Maximum—3 mg/l

Total Suspended Solids

NPDES Permit Limit is 20 mg/l

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

Jonesville Monthly Average—2.3 mg/l

Average Percent Removal from the Raw Wastewater—98.2%

Total Phosphorus

NPDES Permit Limit 1 mg/l Year Round

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

Jonesville Monthly Average—0.50 mg/l

Average Percent Removal from the Raw Wastewater—85.3%

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—0.240 mg/l

Average Percent Removal from the Raw Wastewater—98.9%

Jonesville Daily Maximum—2.130 mg/l

Ed Hughes

Jonesville Dept of Public Works

March 2024

Monthly Report

	Maintenance	Salt	Chloride	Top Dirt	COLD MIX
STATE HIGHWAYS	0 HR DT 0 HR OT	0 Ton	0 Bag	0 Yd	.625 Ton
MAJOR STREETS	0 HR DT 0 HR OT	0 Ton	0 Bag	0 Yd	.34 Ton
LOCAL STREETS	0 HR DT 0 HR OT	0 Ton	0 Bag	0 Yd	0 Ton
PARKING LOTS	0 HR DT 0 HR OT	0 Ton	0 Bag		0 Ton
POLICE STATION	0 HR OT	0 Ton	0 Bag		
FIRE DEPARTMENT	0 HR OT	0 Tons	0 Bag		
DDA SIDEWALKS	0 HR OT				
LDFA	0 HR OT				0 Ton
WATER	2 HR DT 0 HR OT			0 Yd	0 Ton
PARKS	0 HR OT			6.50 Yards	

There was 1 call out.

The call out was for an emergency water shutoff.

Staff has been Trimming back overgrown trees along the industrial drive.

We have been doing maintenance on the equipment.

State Highway and Major streets were Cold Patched.

Staff has been reconditioning downtown sidewalk benches.

Major and Local storm drains were cleaned.

I completed my department budget package.

Staff repaired the damaged saucer from Carl Fast Park and prepped it for paint.

Staff relocated existing park bench in Carl Fast Park to accommodate the new location of swing set and future

Staff cut down and hauled away dead tree along the East drive of cemetery.

Staff has been training newly CDL permitted employee on our Class B trucks to aid in his licensing.

Charles Crouch

**CITY OF JONESVILLE
CASH BALANCES**

	March-2024	BANK BALANCE
GENERAL FUND:		
General Fund Now Checking	101-000-001	0.00
General Fund ICS	101-000-002	10,228.53
General Fund CLASS Acct	101-000-007	2,070,188.77
General Fund Cemetery CLASS Acct	101-000-007.100	101,109.97
General Fund Alloc of Assets CLASS	101-000-007.200	449,170.28
MAJOR STREETS:		
Major Streets Now Checking	202-000-001	55,287.57
Major Streets CLASS Acct	202-000-007	595,765.58
LOCAL STREETS:		
Local Streets Now Checking	203-000-001	9,340.94
Local Streets CLASS Acct	203-000-007	946,704.63
STATE HIGHWAY:		
State Highway Now Checking	211-000-001	18,332.49
L.D.F.A.:		
LDFA Operating Now Checking	247-000-001	107,459.37
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	3,068,293.49
D.D.A.:		
DDA Now Checking	248-000-001	168,281.41
DDA Operating CLASS Acct	248-000-007	63,433.86
SEWER FUND:		
Sewer Receiving Now Checking	590-000-001	114,591.07
Sewer Bond & Interest Checking	590-000-001.300	10.00
Sewer Receiving CLASS Acct	590-000-007	239,529.52
Sewer Plant Improv. CLASS Acct	590-000-007.200	1,404,899.61
WATER FUND:		
Water Receiving Now Checking	591-000-001	90,586.62
Water Receiving CLASS Acct	591-000-007	325,176.27
Water Plant Improvement CLASS Acct	591-000-007.100	418,009.66
Water Bond Reserve CLASS	591-000-007.200	52,541.90
Water RR&I Reserve CLASS	591-000-007.250	44,143.52
Water Tower Maint CLASS Acct	591-000-007.300	56,670.93
Water Maint CLASS Acct	591-000-007.400	86,544.73
MOTOR VEHICLE POOL:		
Motor Vehicle Pool Now Checking	661-000-001	32,516.93
Equip. Replace CLASS - Police Car	661-000-007.301	44,101.47
Equip. Replace CLASS - Fire Truck	661-000-007.336	30,579.66
Equip. Replace CLASS - DPW Equip	661-000-007.463	44.68
Equip. Replace CLASS - WWTP/Vactor	661-000-007.590	56,843.94
CURRENT TAX:		
Current Tax Checking	703-000-001	37.14
Current Tax Savings Account	703-000-002	367,200.82
PAYROLL FUND CHECKING:		
	750-000-001	124.83
GRAND TOTAL		11,527,750.19

Water Fluoridation Quality Award

JONESVILLE
Michigan

The Centers for Disease Control and Prevention (CDC)'s support for community water fluoridation is based on more than 75 years of experience and research to show that water fluoridation is safe and effective for promoting good oral health. CDC commends this water system for providing high-quality water fluoridation for 12 consecutive months in 2022 representing a high level of operator care and accomplishment.



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



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



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



2022



STATE OF MICHIGAN
DEPARTMENT OF HEALTH AND HUMAN SERVICES
LANSING

GRETCHEN WHITMER
GOVERNOR

ELIZABETH HERTEL
DIRECTOR

March 5, 2024

Jonesville
Mr. Jeffrey Gray
Village Manager
25 East Chicago Street
Jonesville, MI 49250

RECEIVED
MAR 18 2024

BY: _____

Dear Mr. Gray:

The Michigan Department of Health and Human Services, Oral Health Program would like to congratulate your water system for achieving the CDC's Optimal Fluoridation Award for 2022. This is a great honor for your city and for our state. This award recognizes those public water systems that adjust the fluoride concentration in drinking water and achieve a monthly average fluoride level that is in the optimal range for 11- 12 consecutive months in a year, as documented in the Water Fluoridation Reporting System (WFRS).

WFRS is a national health surveillance tool that assists states in managing their water fluoridation program. Over the past four years, 36 states have had at least one public water system in their state receive the award. In calendar year 2022, there were 1,209 adjusted systems in 27 states recognized by CDC. 75 public water systems were awarded here in Michigan.

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

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

Christine Farrell, RDH, BSDH, MPA
MDHHS Oral Health Program Director

Sandy Sutton, RDH, BS
Community Water Fluoridation Coordinator

Christine Farrell

Sandra K. Sutton