



**CITY OF JONESVILLE
COUNCIL AGENDA
JULY 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. Public Safety Communications Millage Information

5. PUBLIC HEARING AND SUBSEQUENT COUNCIL ACTION

- A. None

6. REPORTS AND RECOMMENDATIONS

- | | |
|---|--------------------------|
| A. Resolution 2024-13 – Sale of Real Property, 148 Jermaine Street | [ROLL CALL][Action Item] |
| B. Police Officer Recruit Position Description | [Action Item] |
| C. Board and Commission Appointments | [Action Item] |
| D. Professional Services Agreement – Wright Street Park Concept Plan | [Action Item] |
| E. Domestic Harmony Contract for Services | [Action Item] |
| F. Waiver of Garage Sale Permits – US-12 Garage Sale Weekend | [Action Item] |
| G. Michigan Municipal League Workers Compensation Fund Trustee Ballot | [Action Item] |

7. COUNCIL MINUTES

- A. June 19, 2024 Regular Meeting [Action Item]

8. ACCOUNTS PAYABLE

- A. Accounts Payable for July totalling \$152,031.10 [Action Item]

9. BOARD AND COMMISSION MINUTES

- A. Region 2 Planning Commission – May 9, 2024 (Penrose) [Action Item]
B. Economic Development Partnership – May 9, 2024 (Gray)
C. Local Development Finance Authority – June 19, 2024 (Arno)

(City Council Agenda continued on Page 2)

RULES FOR SPEAKING BEFORE THE JONESVILLE CITY COUNCIL (Adopted 09/05/01)

1. Speakers will have one opportunity to address the Council unless the Mayor allows additional opportunities.
2. Remarks shall be limited to 5 minutes per person and will also be limited to matters before the Council, to Council business or policy, or to issues of community concern or interest that the Council has authority to recommend or act upon. Comments about actions, inactions or performance of the Council are appropriate. Profane, vulgar or abusive language will not be tolerated.
3. The Mayor may grant a speaker additional time under unusual circumstances.
4. Council members and staff will not respond to general audience participation. Matters will be referred to the City Manager who will provide reports at a subsequent meeting/date.
5. The Mayor may call out of order any person who is being disorderly by speaking or otherwise disrupting the proceedings. Such person shall not be permitted to speak and if he/she continues in a disorderly manner, the Mayor may declare a recess and/or ask that the person leave or be removed from the meeting.

10. DEPARTMENT REPORTS

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

11. OTHER BUSINESS

- A. City Manager Annual Review

12. ADJOURN



To: Jonesville City Council
From: Jeffrey M. Gray, City Manager 
Date: July 12, 2024
Re: Manager Report and Recommendations – July 17, 2024 Council Meeting

4. A. Public Safety Communications Millage Information

Director of Public Safety Mike Lance will provide an informational session regarding the millage request that will appear on the August primary ballot.

6. A. Resolution 2024-13 – Sale of Real Property, 148 Jermaine Street [ROLL CALL][Action Item]

The City acquired the property located at 148 Jermaine Street and subsequently demolished the dangerous structure from the site in the fall of 2023. Staff has received the attached unsolicited offer to purchase the property for a sale price of \$9,000. Although sales are often completed through competitive processes and the property is not formally listed for sale, staff did not want to discount Mr. Keller's interest in the property, nor Council's potential interest to consider the offer. The City does not have a standing policy or procedure for the sale of assets. The City Assessor has determined a true cash value of \$15,461 for the vacant land. Staff has not solicited an independent appraisal of the property.

Council has a number of options available to it. Staff has identified at least the following, some of which may be done in combination with one or more others:

- Accept the offer, as presented.
- Present a counter offer.
- Authorize staff to negotiate a sale with Mr. Keller, and direct a minimum sale price.
- Decline the offer.
- Propose to offer the property for sale to the public by sealed, competitive bid.
- Select a realtor, competitively or by other means determined by Council, to list the property for sale on the open market.
- Refer the matter to the Budget Committee to discuss and recommend development of a sale procedure for presentation at a future Council meeting.

Section 13.2 of the City Charter states that the Council shall establish the procedures for the sale of real property by resolution. The attached resolution has been prepared and left blank to accommodate the process for sale preferred by Council. A motion and roll call vote are necessary to approve a Resolution. *Please refer to the purchase offer and Resolution 2024-13.*

6. B. Police Officer Recruit Position

[Action Item]

Please see the attached memorandum from Director Lance recommending the adoption of the proposed position description for a Police Officer Recruit. The Recruit Officer would be a full-time employee of the City whose academy training would also be sponsored by the City. Upon successful completion of the 20-week academy program, the individual would be promoted to Police Officer. The City is eligible to receive a grant to offset up to \$24,000 in salary, benefit, transportation, and academy costs. I recommend that the City Council accept Director Lance's recommendation to create the Police Officer Recruit position, with a pay rate of \$18.00 per hour and reimbursement of academy travel and tuition costs. *Please refer to the attached memorandum from Director Lance and Position Description.*

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

Dana Kyser no longer resides within the City limits and has submitted the enclosed resignation from the Board of Review. Staff has received an application from Michael Duffey for the vacant position. In addition, Downtown Development Authority has recommended appointment of Rick Jenkins to fill a vacancy on the board. The Planning Commission has recommended appointment of Kenneth Koopmans for one of the two vacancies on their board. Unfortunately, a candidate for the second vacancy on the Planning Commission withdrew from consideration. This leaves one vacancy to be filled on the Planning Commission and one on the Local Development Finance Authority. I recommend a motion to make the following appointments to the various boards:

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

Downtown Development Authority – Rick Jenkins to fill the balance of an unexpired term through November of 2025.

Planning Commission – Kenneth Koopmans to fill the balance of an unexpired term through November of 2026

6. D. Professional Services Agreement – Wright Street Park Concept Plan [Action Item]

This is a budgeted expense for the development of a concept plan for the park. It would advance the recently adopted Recreation Plan and develop a site plan and engineering estimates for the various planned improvements. The contract also includes costs for a potential application for a Michigan Natural Resources Trust Fund Grant. The total project cost is \$13,000. A project schedule and cost breakdown are included in the proposal. A motion is necessary to approve the agreement with Fleis and Vandenbrink for the project, and to authorize the City Manager to execute the same. *Please refer to the attached proposal.*

6. E. Contract for Services – Domestic Harmony [Action Item]

As requested by Domestic Harmony, Council designated \$1,000 for contracted services in the Fiscal Year 2024-25 budget. A motion is necessary to authorize payment of the contract in the amount of \$1,000 and authorize the City Manager to execute the same. *Please refer to the attached Contract for Services.*

6. F. Waiver of Garage Sale Permits – US-12 Garage Sale Weekend [Action Item]

Chapter 20, Article IV of the Code of Ordinances regulates yard and garage sales within the City of Jonesville. Section 20-77(6) allows the City Council to waive ordinance requirements for community events. I recommend waiving the requirement for permits between Friday, August 9, 2024 and Sunday, August 11, 2024 for the US-12 Garage Sale. Weekend sales will not be counted toward each resident's six allowed sales limit. All other provisions of the ordinance remain in effect, including the placement of signs. *Please refer to the attached copy of the Yard and Garage Sales section of the Code of Ordinances.*

6. G. Michigan Municipal League Workers Compensation Fund Trustee Ballot [Action Item]

Attached is the ballot for the MML Workers Compensation Fund Board of Trustees election. Three appointees are seeking election to their first term for three available positions. Council may write in a candidate if you wish. A motion to cast the ballot is necessary. I would recommend that a vote be cast for the ballot for election of three trustees to the MML Workers Compensation Fund Board of Trustees, as presented. *Please note the attached candidate profile.*

9. BOARD AND COMMISSION MINUTES

[Action Item]

Board and commission minutes for the prior month are attached. The name of the Council/staff representative to the board is indicated in parentheses. Following any discussion or questions about the board minutes, the appropriate action of Council would be a motion to receive and place the minutes on file. A single motion can be taken up for all of the minutes.

11. A. City Manager Annual Review

[ROLL CALL][Action Item]

In accordance with Section 8(a) of the Open Meetings Act, a public body may enter into a closed session to consider a periodic personnel evaluation of a public employee. Manager Gray is requesting a closed session for this purpose. The evaluation is a verbal dialogue between the Council and Manager. It is necessary to take a roll call vote to enter into a closed session. Following the closed session, it is necessary to enter back into open session and to take up a motion indicating the outcome of the Manager's evaluation (i.e. outstanding performance, expected performance, needs improvement). *Please refer to the request for closed session.*

Correspondence:

- Firefighter Course Certifications – NFPA Instructor I Course: Deputy Chief Riggs, Assistant Chief Lucas, Captain Baker, and Sergeant Rose; Firefighter I and II/Hazmat Ops: Firefighter Onsurez
- Jonesville District Library Minutes
- PROTEC, Re: Right-of-Way services

To whom it may concern,

I, Frank Keller, would like to put an offer in to purchase the lot at 148 Jermaine Street, Jonesville, MI Parcel ID# 30 21 005 200 004 05 6 3 for purchase price of \$9,000.00

I recently just purchased a vacant lot on Wright St in Jonesville. My overall goal is to construct new homes on these vacant lots and help bring more families to the city of Jonesville.

Thanks for considering my offer, I can be reached at 517-962-8688.

Kind Regards,

A handwritten signature in blue ink, appearing to read 'Frank Keller', with a stylized, cursive script.

Frank Keller



General Property Information

This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map and report is a compilation of records, information and data provided by various township, city, village, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The user of this map and report acknowledges that the Township/City/County shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the Township/City/County from any and all claims brought by the User, its employees or agents, or third parties which arise out of the User's access or use of the data provided.

**Report and Property Data
compiled as of
July 5, 2024**



Parcel ID: 30 21 005 200 004 05 6 3
Property Address: 148 JERMAINE ST
City/Township: CITY OF JONESVILLE
Village (If Applicable):

Property Class Code: 401
Property Class Desc: RESIDENTIAL-IMPROVED
School District Code: 30030
School District Name: JONESVILLE COMMUNITY SCHOOLS

PRE/Qual Ag %:	0%	<u>Last Recorded Deed/Document</u>	<u>State Equalized</u>	<u>Taxable</u>
Assessed Acres:	0.27	Liber/Page:	1846/586	Value
Land Value:	15,461	Document Date:	3/23/2023	Value
Land Imp Value:	0			
Building Value:	0			
True Cash Value:	15,461			
			2024:	0
			2023:	7,500
			2022:	0
			2021:	0

Tax Description

COM NWLY COR LOT 1 FOSTERS BACK ACRES TH N 60°34'E 116 FT M/L TO MOST SLY COR LOT 3 SD PLAT TH N 29°26'W 103.02 FT TH SWLY PERP TO JERMAINE ST TO ELY LN SD ST TH SELY ALG SD ELY LN TO POB UNPLATTED SEC 5 T6S R3W .27 A M/L CITY OF JONESVILLE

	<u>Summer Taxes</u>	<u>Winter Taxes</u>	<u>Village Taxes</u>
	2024	2023 **	2024
Base Tax:	\$0.00	\$98.33	\$0.00
Special Asmt:	\$0.00	\$0.00	\$0.00
Admin Fee:	\$0.00	\$0.98	\$0.00
Total Tax:	\$0.00	\$99.31	\$0.00
Amount Paid:	\$0.00	\$99.31	\$0.00
Interest:	\$0.00	\$0.00	\$0.00
Last Date Paid:		12/27/2023	
Balance Due:	\$0.00	\$0.00	\$0.00

*** Total Delinquent Tax:** \$0.00

*** PRE Denial Amount Due:** \$0.00

* The amount of Delinquent Tax/PRE Denials above is as of: July 5, 2024. For payoff amounts or a breakdown of delinquent taxes contact the County Treasurer's office at (517) 437-4700

** 2023 Tax information as of March 1, 2024. Unpaid taxes as of that date are included in the delinquent amount above if still unpaid as of July 5, 2024.

2024-13

CITY OF JONESVILLE
COUNTY OF HILLSDALE
STATE OF MICHIGAN

RESOLUTION – SALE OF REAL PROPERTY: 148 JERMAINE STREET

At a Regular Meeting of the City Council of the City of Jonesville, County of Hillsdale, and State of Michigan, held at the Jonesville City Hall, 265 E. Chicago Street, in said City on the 17th day of July 2024, at 6:30 in the p.m.

PRESENT:

ABSENT:

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

WHEREAS, the City of Jonesville acquired the property located at 148 Jermaine Street for the purpose of remediating a dangerous and uninhabitable structure for the purchase price of \$1.00; and

WHEREAS, the City utilized a Blight Elimination Grant to accomplish demolition of the structure and restoration of the property; and

WHEREAS, the City desires for the property to be in productive use and on the tax roll for a residence compatible with the surrounding neighborhood; and

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

NOW, THEREFORE, BE IT RESOLVED that the Jonesville City Council does hereby authorize sale of the property located at 148 Jermaine Street by the following means:

_____.

Upon a roll call vote, the following voted:

AYES: Members:

NAYS: Members:

ABSENT: Members:

RESOLUTION DECLARED ADOPTED.

Cynthia D. Means, Clerk

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Jonesville, County of Hillsdale and State of Michigan at a regular meeting held on the 17th day of July, 2024, and that public notice was given pursuant to Act 267, Public Acts of Michigan, 1976, as amended, including in the case of a special or rescheduled meeting notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.

Cynthia D. Means, Clerk

To: Manager Jeff Gray

From: Michael Lance, Director of Public Safety

Date: July 10, 2024

Re: Jonesville Police Department Recruit Officer Position

Manager Gray,

The Jonesville Police Department is currently eligible to apply for a scholarship for an employed recruit to attend a police academy. The scholarship, available through the State of Michigan and the Michigan Commission on Law Enforcement Standards (MCOLES), is available to law enforcement agencies who have a police recruit candidate that has completed all licensing screening standards. The awarded scholarship will reimburse the City of Jonesville up to \$24,000 per recruit for salaries and benefits while attending a police academy, and for academy costs.

To be eligible to apply for the scholarship the police recruit must be employed as such by the City of Jonesville upon entry into the police academy. I request authorization of the position of Police Officer Recruit per the attached position description so that the City of Jonesville can apply for this scholarship. I recommend a pay rate of \$18.00 per hour and reimbursement for mileage for travel to and from the police academy at current State of Michigan rates. Please note that stipulations of the scholarship prohibit the city from entering into a repayment agreement with the recruit employee.

I have completed the required licensing screening standards required per MCOLES on an applicant who has applied for the position of police officer for the City of Jonesville. The applicant, upon successful completion of the Kellogg Police Academy, scheduled for August 5, 2024- December 13, 2024, and the passing of all MCOLES licensing requirements, will be promoted to a Police Officer and begin field training.

Respectfully,

Director Michael Lance



POSITION DESCRIPTION

Position: Police Officer Recruit
Supervised By: Chief of Police
Supervises: None generally
FLSA Status: Non-Exempt
Status: Full-Time, At-Will

General Summary

A Police Officer Recruit is a full-time employee of the City, eligible for full-time benefits, whose attendance in the police academy is sponsored by the City. Upon successful completion of the police academy, the Police Recruit will be promoted to Police Officer and must successfully complete the Jonesville Police Department field training officer program. The Police Officer Recruit will be required to have passed all Michigan Commission on Law Enforcement Standards (MCOLES) testing to include reading and writing, physical agility, drug screen, and psychological and physician screening standards prior to being fully employed and granted sponsorship into the police academy. The employee remains in probationary status while employed as a Police Officer Recruit and continues for a minimum of six (6) months following promotion to Police Officer.

The City of Jonesville will provide the position with all required training, equipment, and uniforms to be effective for this position. The position reports to the Chief of Police.

The position involves weekend, holiday, overtime, and occasional on-call responsibilities.

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. Attends formal training classes at an MCOLES approved law enforcement academy in preparation for promotion to a Police Officer.
2. Successfully completes all academy training assignments.
3. Performs related tasks as required.

A Police Officer Recruit does not have arrest powers or legal authority. Recruits are not authorized to carry weapons in an official capacity and shall not identify themselves as a police officer, but only as an employee of the City of Jonesville.

Recruits shall be subject to the rules, policies, and procedures of the City of Jonesville and the Jonesville Police Department, as well as the rules and regulations of the police academy and the policies and academic standards of the college or university in which the academy is associated.

Tools and Equipment Used: Motor vehicle, firearms, non-lethal weapons, speed detection devices, mobile radio, phone, and a variety of office equipment.

Required Minimum Qualifications

Education and Experience:

1. Must be a US Citizen and at least 21 years of age.
2. Must possess a valid Michigan driver's license and have a high school diploma or equivalent. An Associate's degree or knowledge and experience equivalent of an Associate's degree in police science or criminal justice is preferred.
3. Must submit to and pass a background investigation and physical exam, including a drug screen
4. Must meet minimum requirements for enrollment in an MCOLES approved law enforcement academy at the time of application.

Necessary Knowledge, Skills, and Abilities

Post academy Police Officer Recruits shall possess the following knowledge, skills and abilities:

1. Have knowledge of modern principles, practices, and procedures relative to police work.
2. Skilled in driving of emergency response vehicles and using firearms in accordance with established guidelines and regulations.
3. The ability to write and type reports and maintain record and files. Ability to remember names, faces, and details of incidents.
4. The ability to understand and follow verbal and written instructions.
5. The ability to establish and maintain effective working relationships with co-workers, other City employees, government officials, and the general public. Possess the ability to deal courteously, firmly, and tactfully with the public.
6. Properly retain and dispense confidential information.
7. Maintain all physical and psychological standards throughout their entire employment.

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 and that of Police Officer, upon successful completion of the police academy.

While performing the job duties, 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 and climbing, and the lifting carrying, pushing and/or pulling of objects and materials weighing 11-20 pounds. May occasionally lift and/or move moderate to heavy weights. 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.

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.

Rev. 07/24

June 17, 2024

City of Jonesville and City Council Members,

I apologize for my early departure of my position on the Board of Review for the City of Jonesville, but in planning for our future, we have decided to move out of the City of Jonesville, which makes me unable to serve on this board for the remainder of my term. This will be effective starting June 28, 2024.

Thanks so much for allowing me to serve the City in the capacity.

I wish you all well

Dana Kyser

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

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

Board of Review

1. Name Michael Duffey 2. Occupation College instructor
3. Employer Concordia University 4. Email address michaelduffey41@gmail.com
5. Home Address 624 Chatham Circle Jonesville, MI 49250
- Street City Zip
6. Home Telephone 517-219-7336 7. Business Phone _____
8. Length of residency in Jonesville 2.5 years
9. List other community organizations/commissions that you are a member.
- NA

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

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

I have review board experience (Board of Directors, Monroe County Board of Health).

I enjoy living in Jonesville and would be happy to contribute to its legacy.

6/21/24

Date of Application


Signature

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

Michael Duffey

Jonesville, MI | 517.219.7336 | michaelduffy41@gmail.com

STRATEGY AND SALES OPERATIONS LEADER

Distinguished Strategy and Performance Leader with experience in leading sales departments of global companies, with proven experience in driving monetization visions for top-performing teams with annual sales exceeding \$1.4 Billion. Designs and leads corporate level strategy development. Introduces and drives adoption of Objectives and Key Results (OKRs) throughout the organization. Leads and manages ongoing development, tracking and execution of OKRs. Coaches colleagues across departments on OKRs and aspects of Balanced Scorecard to affect improved understanding, alignment, commitment, collaboration, and outcomes. Leads corporate CRM efforts. Core competencies include:

Strategic Planning • Team Motivation • Performance Management • Leadership • Employee Engagement • Coaching

EXPERIENCE

Concordia University | Ann Arbor, MI

August 2023 - Present

Adjunct Faculty, Haab School of Business

Instruct students in courses and topics including Management Information Systems, Project Management, and Strategy.

- Developed/delivered lectures in accordance with course objectives; prepared course syllabus and aligned learning objectives with course materials; and engaged students via Blackboard discussions, individual emails, and group discussion.
- Evaluated and graded student coursework, assignments, and papers in accordance with school policy; provided effective feedback to students.

Allstate Dealer Services | Jacksonville, FL

January 2020 – February 2023

Senior Manager, Strategy & Sales Operations

Designed and led company-wide enterprise level strategy efforts. Project managed multiple cross-functional teams with oversight for creating and executing strategic initiatives to support corporate strategy. Created and managed performance dashboards and selected and monitored KPIs. Introduced and implemented OKRs (Objectives and Key Results). Served as the organization's OKR subject matter expert and OKR shepherd.

- Crafted strategy which improved the company's 'Customer Effort Score' by 15 percent and resulted in a perfect 1.0 score.
- Created a culture based on communication, wide participation in goal setting, measurement, accountability, and autonomy which contributed to 28 percent reduction in turnover and 12 percent increase in employee satisfaction scores.
- Introduced multiple methods aimed at leveraging the unique knowledge, skills, and abilities of individual contributors to affect increased psychological safety, participation, engagement, and improved team strategic decision making.

MSX International | Southfield, MI

October 2017 – December 2018

Dealer Performance and Profitability Lead

Led MSXI's proprietary retail network performance improvement model to affect enhanced automotive dealership performance and profitability.

- Led team presentations to OEM and dealer clients based upon the DuPont return on equity analysis.
- Contributed to Ford Motor Company's Global Customer Experience initiative, supporting culture change efforts leading to improved dealership customer experience.
- Acted as the lead expert in client teams delivering education on the network performance model and integration of internal and client resources to enable the effort.
- Designed processes, strategic enablers, and measurement plans for the levers of dealer and dealer network performance. Identified, reported, and interpreted KPIs.

Lincoln Motor Company via Alteris Group | Southfield, MI

September 2015 – October 2017

Executive Business Consultant

Developed mission statement, created new strategic business model and blue ocean strategy with Lincoln Motor Company franchise dealers. Provided consulting service to Lincoln, dealer principals and key operatives on new value proposition and go-to-market strategy.

- Developed business level strategy and tactics, including strategic tie-ups and multisided platforms to reach diverse target audience with reduced cost.
- Achieved substantial improvement in dealer ROI (375 percent - \$550 average per vehicle) for participating Lincoln franchise dealerships by designing and implementing targeted campaigns while slashing advertising costs.

Gerson Lehrman | New York, NY

March 2012 – August 2015

Advisor: Automotive Vertical Market

Subject Matter Expert (SME) in the automotive space tapped to deliver strategic reporting for McKinsey & Company, Wall Street institutional investors, and other industry leaders.

- Identified, assessed, and reported on major new trends impacting the automotive dealer channel.
- Leveraged firsthand operational experience, strategic vision, and subject matter expertise in the automotive space to deliver high-level diagnostic consultations to institutional clients with revenues exceeding \$15 billion.

Audi of America | Woodcliff Lakes, NJ

October 2011 – March 2012

Dealer Network Improvement Manager

Ranked as Audi's top business operations expert in the Eastern U.S., directly responsible for overhauling operations at the company's 10 worst-performing dealerships. Reduced loss dealers by 30 percent.

- Planned and led comprehensive performance improvement initiatives at the dealer level, focusing on KPIs—e.g., vehicle sales, after sales, customer satisfaction—that index to overall financial health.
- Developed and implemented site-specific prioritized improvement plans for each retailer while personally interfacing one-on-one with dealer principals on a day-to-day basis.
- Delivered regularly scheduled reporting to stakeholders at the retail, regional, and corporate levels.
- Held broad-scope responsibility for regional business management functions including delivering field training.

Hankook Tire America | Wayne, NJ

April 2010 – October 2011

Senior Corporate Accounts Manager

Managed relationships with major corporate accounts representing 18 percent of the company's annual revenue. Utilized historical data, sales forecasts, and internal metrics to incisively coordinate production scheduling with corporate accounts to yield optimal production quantities.

- Deepened relationships with critical accounts by collaborating with key stakeholders to roll-out marketing initiatives.
- Introduced account-specific product offerings, substantially increasing the Hankook's brand equity while maximizing per-account profitability.
- Designed an innovative program that earned Hankook 33 percent share of Infiniti dealers' national tire program.

ADDITIONAL EXPERIENCE

American Honda Motor Company | Windsor Locks, CT
Senior District Sales Manager

January 2006 - June 2007

Mazda North American Operations | Somerset, NJ
Regional Market Representation Manager

September 1999 - December 2005

- Upgraded the dealer network. Managed Buy/Sell process and executed associated paperwork. Reviewed 50 dealer financial statements monthly to monitor dealer profitability; provided consultation support where indicated. Delivered financial statement training to 15 staff.

Regional Distribution/Sales Planning Manager

- Coordinated vehicle allocation/distribution each month for the region's 155 dealers, carrying out complex analysis, and delivering regularly scheduled sales-volume forecasts to corporate.
- Successfully ordered and maintained \$34 million in fast-turn vehicle port inventory.

Regional Marketing and Advertising Manager

- Created Mazda's annual communication and media plan. Effectively devised, implemented, and tracked a \$15 million regional marketing budget with oversight responsibility extending to media selection, point weights, product and market selection.
- Developed and managed vehicle and salesforce incentive programs. Managed vendor relationships for dealer co-op advertising and Mazda ad agency for tier-two and tier-three advertising efforts.
- Leveraged research to create an innovative incentive which spiffed multi-franchise salespeople for actively promoting Mazda high-consideration models to competitive showroom traffic. Program delivered a sales conversion rate of 42 percent for Mazda, compared to a previous rate of 28 percent.

EDUCATION

Master of Science: Management, Strategy, and Leadership, Michigan State University – East Lansing, MI

Bachelor of Business Administration: Marketing, University of Toledo – Toledo, OH

Certified Balanced Scorecard Professional (BSP) – Balanced Scorecard Institute

Certified Objectives and Key Results (OKR) Professional – Profit.co

JONESVILLE CITY BOARDS & COMMITTEE
APPLICATION FOR APPOINTMENT

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

Downtown Development Authority

1. Name Rick Jenkins 2. Occupation General Manager
3. Employer Stoll Construction 4. Email address rjenkins@stollcm.com
5. Home Address 5160 Barker Rd. Jonesville, MI 49250
Street City Zip
6. Home Telephone 517-212-0405 7. Business Phone 517-849-7470
8. Length of residency in Jonesville 20+ yrs

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

recently served on Board of Directors for Hillsdale Hospice
recently served as an elder at our church - Hillsdale U.B.

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

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

please see attachment

6/6/24
Date of Application

Rick Jenkins
Signature

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

RECEIVED
JUN 12 2024

BY: _____

Supplement to Application for Appointment to City of Jonesville Downtown Development Authority

Rick Jenkins

Background and experience that may prove useful in serving on the DDA.

Education:

- BS Civil Engineering from the University of Kentucky
- Master of Business Administration from Spring Arbor University
- Professional Engineer (2001)

Professional Experience:

- Stoll Construction, LLC – Jonesville, MI (2015 - Present)

Serve as general manager and engineer

Provide project management leadership to a robust residential construction company. Designed infrastructure for a 36 unit residential condominium development. Currently working on another residential development for 25 single family homes. Also responsible for employee hiring and several other human resource activities.

- Michigan Department of Transportation – Jackson, MI (1999 – 2015)
 - Road Engineer
 - Cost and Scheduling Engineer
- Dansard Grohnke and Long, Ltd – Toledo, OH (1996 – 1999)
 - Bridge Designer
- R.J. Corman Railroad Construction – Nicholasville, KY (1994 – 1996)
 - Site Development of storage yards for railroad material

The above information is intended to demonstrate a career that's been directly involved with the expansion of business. Many skills that I believe would be beneficial to the DDA have been developed as a result of working in the civil engineering field for nearly 30 years.

As one can clearly see, there are many exciting projects going on around Hillsdale County. With Stoll Construction (my current employer) being located in the City of Jonesville, I have a keen interest in this wonderful location attracting new business that spurs on our local economy.

RECEIVED
JUN 12 2024

BY: _____

Kenneth J. Koopmans
509 West Chicago Street
Jonesville, MI, 49250

June 30, 2024

City of Jonesville
265 East Chicago Street
Jonesville, MI, 49250

Dear Search Committee:

I am writing to express my enthusiastic interest in volunteering for the Jonesville, Michigan Planning Commission. As a resident of Jonesville for the past eight years, I have developed a profound appreciation for our community's unique character and potential. With this deep-seated commitment to our town's well-being and growth of our town that I am inspired to contribute my skills and time to the Planning Commission.

My professional background, which encompasses strategic planning, community engagement, and project management, positions me well to make meaningful contributions to the Commission. I believe in the importance of thoughtful, sustainable, and inclusive development that meets the needs of all residents. Volunteering with the Planning Commission will allow me to leverage my experience to help guide Jonesville toward a future that balances growth with our cherished small-town values.

I am particularly drawn to the role of the Planning Commission because of its vital function in shaping the land use and public spaces that define our community. I am enthusiastic about the opportunity to work collaboratively with other dedicated volunteers, city officials, and residents to create comprehensive plans that respect both our heritage and our aspirations for the future.

Thank you for considering my application to join the Jonesville Planning Commission. I am excited about the possibility of contributing to the ongoing development and prosperity of our community. I am available for an interview at your convenience and can be reached at 203-507-8506 or Ken.Koopmans@gmail.com.

Sincerely,

Kenneth J. Koopmans

JONESVILLE CITY BOARDS & COMMITTEE
APPLICATION FOR APPOINTMENT

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

PLANNING COMMISSION

1. Name Ken Koopmans 2. Occupation _____

3. Employer Hillsdale College 4. Email address Ken.Koopmans@gmail.com

5. Home Address 509 West Chicago St. Jonesville, 49250
Street City Zip

6. Home Telephone 203-507-8506 7. Business Phone _____

8. Length of residency in Jonesville 8 years

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

COUNTY SIDE BIBLE CHURCH

HILLSDALE REPUBLICAN PARTY

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

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

6/30/24
Date of Application

[Signature]
Signature

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

Kenneth J. Koopmans

509 W. Chicago Street
Jonesville, MI 49250

203-507-8506
ken.koopmans@gmail.com

Summary of Qualifications

Doctorate in Strategic Leadership with over 20 years of experience providing career-related programming, career counseling, and administering scholarship funding to students. Analytical and results-driven leader with a proven history of meeting departmental and organizational goals. Recognized by Princeton Review as overseeing the 16th Best Career Services office in the country. Former U.S. Soccer National Referee with self-starting success in personal and professional life. Top 5 Clifton Strengths: Analytical, Achiever, Restorative, Competition, Harmony.

Experience

Executive Director, Career Services Office

3/2016 - Present

Founder & Director, Kehoe Family Initiative for Entrepreneurial Excellence

Head Coach, Hillsdale Women's Club Soccer Team

Hillsdale College, Hillsdale, MI

Leadership & Coaching

- Oversee team of 8 full-time and 16 student employees, a faculty partner, a graduate assistant, and remote teammates in D.C. & Nashville. Grew staff from 4 full-time employees in 2016. Built innovative structure to manage diverse set of responsibilities including career services, an entrepreneurship program, on-campus employment, and Commencement.
- Implemented KPIs and efficient data-tracking processes related to career interests, internships, and job placements. These strategic changes led to national recognition of department.
- Received invitations to speak at several national and regional associations. Also met via Zoom with senior leaders and staff from other colleges. Addressed many questions from institutions seeking to match our results.
- Host Ideation Hours where entrepreneurship students are guided toward execution of initiatives with support.
- During inaugural year as soccer coach, earned first playoff appearance in soccer team's 13-year history. Team previously never had a winning season, including a streak of eight years without a win. During second year as coach, won first playoff match in team history. Team has been invited to join a new, more competitive league for Fall 2024.

Campus Collaboration

- Regularly attend staff meetings with Institutional Advancement, Faculty, and Deans of the college. Also meet individually with many key campus influencers.
- Created an experiential education program focused on localism. 8 different faculty teach the summer course with weekly service learning trips within the county.
- Developed a full-time position within the Washington, D.C. campus where a Manager of Professional Development serves as a liaison between main campus and the Kirby Center. Maintain half-supervision of the full-time employee to ensure the semester-long co-op program is successful for students, employers, and faculty.
- Created experiential education classes in Risk Assessment and Artificial Intelligence. Identified guest lecturers to teach the class while students worked on actual projects for a company.
- Developed 5-year plan with several areas of the college. Submitted strategic initiatives for alumni relations office which changed the way the department operates. Also created fundraising prospectus template for all fundraisers to utilize.
- Created spreadsheet calculating cost of minimum wage increases and merit raises from 2019 to 2030 fiscal year for on-campus student employment. Collaborated with Controller and Human Resources to overhaul campus student employment program. New initiative included goal setting and performance evaluations, creating a program that aligns with experiential education initiatives. Worked with faculty to encourage their participation in the program.
- Built online event registration system that automated processes and issued digital tickets for college-wide events. Served as Product Owner, collaborating with one ITS representative for 9 months to complete the system.
- Wrote fundraising prospectus and program modules for Entrepreneurship Initiative. Included key fundraisers, staff, and faculty in decision-making processes.
- Initiated industry-focused job fairs which has increased the number of employers that visit campus each year 10x.

Outreach

- Oversaw the development and coordination of networking trips to Chicago, Detroit, Lansing, Grand Rapids, Washington D.C., New York, and Nashville. Proactively connected with parents, alumni, and friends of the college to build a cohesive network. Incorporated housing assistance into programs, which eliminated barriers to student participation.
- Launched program for students to intern with MPs in UK Parliament. Students complete pre-reflections before leaving and reflection seminars upon returning.
- Independently host monthly, 50-minute talk with prospective students and families. Also participate in Zoom calls with prospective international students and their families.
- Implemented The Hub; a job board and networking platform open to students, alumni, parents, and friends.
- Launched successful podcast called Beyond the Bubble where successful alumni speak about their career trajectories.
- Oversee the college's LinkedIn account. Followers doubled after five years.
- Work directly with federal judges to assist graduates in securing legal clerkships.
- Oversaw Commencement activities during Covid. Fielded calls from parents, alumni, friends, and media. Collaborated with Media Relations to ensure accurate, consistent communication to internal and external constituents.
- Secured \$3M+ in funding for entrepreneurship program and other initiatives.
- Travel several times per year to attend donor and alumni functions throughout the country.

Data Reporting

- Consistently collect, analyze, and interpret data for many areas under my purview.
- Distribute timely reports to multiple academic and administrative departments related to career services, on-campus student employment, and Commencement. Career Services data includes 99.7% response rate to First Destination Survey, 98-99% placement, 93% of placements are aligned with graduates' career goals.
- Submit Board Report three times per year. Reports are distributed to Trustees of the College and the President of the College. Key metrics include all data related to placement numbers including demographics important to the college. After several years of a correlation that connected lack of internships with lack of satisfaction in job placement, created a new full-time role whose goal it is to increase first-year student participation in career services initiatives.
- Develop and execute surveys for students and employers participating in the Washington, D.C. co-op program. Also develop and execute surveys for different populations such as graduating seniors, students who participate in various programming, faculty initiatives, on-campus student employment, and students, faculty, and community members who participate in the Summer Localism Service Learning Program.

Human Resources & Talent Management

- Launched a robust merit-based, student employment program with performance evaluations, goal setting, and pay bands.
- SHRM member; stay up to date on compliance issues. Solve issues related to on-campus experiential education.
- Present monthly professional development workshop to managers of student employees.
- Developed campus-wide system for supervisors of student workers to submit summer intern and housing requests.
- Created digital process for students and supervisors to enter goals and performance evaluations.

Internship Consultant, PathIvy

12/2022 – 8/2023

- Created internship program for high school students striving to build an elite resume for college admissions.

Executive Director, Career & Professional Development, Connecticut College, New London, CT

9/2015 – 2/2016

- Created 3-day intensive programs on Financial Literacy and Entrepreneurship. Created 5-day intensive professional development program that incorporated three industry tracks and industry-specific case competitions.
- Developed a budget proposal to purchase a program that allowed for a more effective execution of the college's four-year career curriculum. Budget approved by Trustees and Senior Staff.
- Collaborated with faculty to incorporate employer case studies into academic coursework.

Deputy Director and Director of Employer Relations, Office of Career Strategy

7/2012 – 9/2015

Yale University, Center for International and Professional Experience, New Haven, CT

- Strategized and implemented changes to adhere to the 9% University-wide budget cut. Successfully managed communication of changes to effected groups while preserving relationship between alumni and the University.

- Helped oversee the merge of three offices into one. Strategized all aspects of office structure including new staff reporting lines and new staff duties and responsibilities.
- Implemented new policy and cost-saving financial structure for cities participating in the international internship program. Change resulted in increase from 12 to 31 cities over 2 years. Hired and oversaw new consultants in these cities.
- Created new Corporate Sponsorship Program that increased programming budget by ~10%.
- Oversaw transition to new third party vendor and new department-wide database. Served as liaison between vendor and department throughout the transition. Created new database modules within the software.
- Created Yale in San Francisco, which connected students and alumni through Yale-coordinated events.
- Conducted strategic relationship management through domestic and international travel. Attended International Club Presidents Summit in Rome, 2014. Met key constituents in Israel, Turkey, and many U.S. cities.
- Extended Yale Alumni Community Service Fellowship program to new locations throughout the country.

Founder and Director, Connecticut State Referee Program (CSRP) Mentoring Academy 1/2014 – 2/2016
Former National Referee, U.S. Soccer 2006 – 2015

- Founded a comprehensive training and mentoring program after \$10,000 grant proposal was accepted.
- Developed a yearlong curriculum that provided a clear path for referees eager to earn promotions.
- Ranked in the top 1% of soccer referees in the country (2014 & 2015). Began at lowest level in 2006.

Director of Internship Programs, Amherst College, Amherst, MA 2/2010 – 7/2012

- Worked with alumni leaders to create internship program of 450 alumni who offered full-time summer positions.
- Created and grew partnership programs in Mexico, Sierra Leone, India, China, Haiti, and South Africa.
- Created and monitored mentoring program in which every College-funded intern was connected with an alumni mentor. Over 170 alumni engaged with students. Mentoring program facilitated new financial gifts to the college.
- Allocated over \$500k in endowed alumni funds to students with qualifying internships. Coordinated a selection committee that included faculty from all departments offering funding.
- Designed unique 8-week curriculum where students learned to be active and engaged citizens in the community. Coordinated alumni, faculty, and community speakers, planned field trips. Engaged students in critical reflection.
- Collaborated with the office of Institutional Research to complete regular evaluation and outcome assessments of programs. Reciprocated information & data with the advancement team. These collaborations helped the college to share information and work collaboratively to identify supporters.
- Developed new system to streamline funding process for the internship program. Proposal was approved by 7 departments, including Dean of Faculty. Oversaw process to ensure diversity of funding dispersal.

Associate Director of Career Services, Adjunct Instructor, University of Portland, Portland, OR 10/2003 – 8/2008
Career Advisor, M.I.T., Cambridge, MA 8/2002 – 7/2003
Co-op Advisor, Northeastern University, Boston, MA 9/2001 – 7/2003

Publications

Graduates Face an Uncertain Job Market, Crain's Business, 2020

Defining Success in an Avaricious Culture, 2016

4 Untold Benefits of Hiring a Liberal Arts Graduate, 2016

Professional Development

Presenter, EACE, Building a Sustainable International Internship Program

Committee Member, EACE, Road Trip to the Real World

MBTI Certified

Host, Wall Street Ivy Meeting, New York, NY

Managing at Yale Essentials

Inside Out Coaching, Yale University

Member, NACE

Certificate, 8-course, 40-hour Leadership Training, Amherst College

Certificate, Meeting Our Professional Challenge

Certificate, Career Values: The Heart of Career Planning

Designed One-Year Professional Development Program for Hillsdale College Staff

Other Experience

Co-Founder and Vice President, Krishna's Mercy

8/2008 – 9/2015

- Created 501(c)3 and ensured regulatory compliance for the organization. Increased Facebook followers to 800k+.

Board Member, Portland Timbers, Portland, OR

8/2008 – 1/2010

- Directed 8v8 Soccer League for Eastside Timbers, an affiliate of Portland Timbers.
- Grew league from 8 to 16 teams. Handled all administrative duties including enforcement of disciplinary sanctions.
- Served as Referee for Portland Timbers' tryout matches.

Cashier and Assistant Service Manager, Finast and Edwards Super Foods Store, Medford, NY

1994 - 2000

Paperboy, Newsday, Medford, NY

1991 - 1995

Education

Doctorate, Strategic Leadership

Liberty University, School of Business

Master of Science, Applied Educational Psychology

Concentration: College Student Development

Northeastern University

Bachelor of Arts, Political Science & Interpersonal Communication (Double Major)

Minor: Conflict Management

Oswego State University

July 2, 2024

Jeff Gray, City Manager
City of Jonesville
265 E. Chicago St.
Jonesville, MI 49250

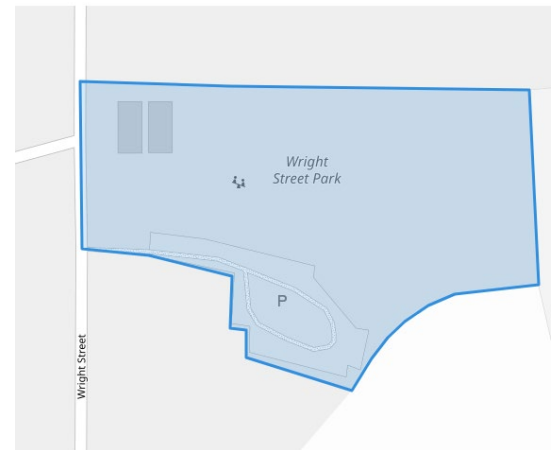
RE: Proposal for Professional Services for City of Jonesville Wright Park Conceptual Master Planning

Dear Mr. Gray:

Thank you for sharing your vision for your community's recreational needs at the City of Jonesville Wright Park with Matt Biolette. The overview that you shared with him was very beneficial in our understanding of the City goals for the park. The City property is located at the crossroads of Village Lane and Wright Street, and is composed of roughly 5.5 acres, which is currently utilized for mostly baseball activities.

Preliminary park elements identified as part of a community survey are:

- Walking trail
- Event pavilion with seating area
- Basketball court
- Pickleball courts
- Improved / paved parking lot
- Baseball diamond improvement
- Small and large dog run areas



The goal is to develop a conceptual master plan that would serve as a basis for pursuing grant funding and aid in forming collaborative partnerships with other area organizations. The master plan would then serve as the basis for a grant application with the Michigan Department of Natural Resources (MDNR) and other funding entities.

SCOPE OF SERVICES

We propose to provide the following services for park master planning of the City of Jonesville Wright Park as follows:

TASK A - PARK MASTER PLAN GUIDEBOOK

1. ORIENTATION AND ANALYSIS

The project will begin with a project kickoff meeting that includes representatives from the City staff, City board and committee members, and F&V staff assigned to the project. This meeting will provide direction to F&V and establish clear roles of team members and expectations for the lines of communication. Aerial

**4798 Campus Drive
Kalamazoo, MI 49008
P: 616.977.1000
F: 616.977.1005
www.fveng.com**

mapping with topographical and parcel boundaries will be provided electronically by the Hillsdale County GIS will serve as the base plan for master planning.

We will review and photograph all the existing features within the park. This inventory and analysis will aid us in indentifying:

- Potential recreational uses that may impact a master plan and the perception/need for existing or new park elements. This includes those facilities mentioned earlier in this letter and other amenities to meet the needs of the local community.
- Utility infrastructure improvement needs that may affect master plan phasing. This will include evaluation of the existing storm drainage, sanitary sewer, water service, and electrical systems. Improvements must consider initial capital investment by City for the various recreational activities and use zones.

Once all inventory and analysis of site conditions and features has been developed, including a photographic inventory of the City property, we will review the issues and opportunities listed above with associated costs to inform and communicate with the City staff. We will share this information at a public work session.

2. MASTER PLAN REFINEMENT

We will use our extensive experience in our issues-based design approach to develop a conceptual master plan for review and preliminary approval by City staff and related agencies. These approaches will include identifying potential recreational uses and park elements that impact a design. Programming needs for recreational uses such as parking, play areas, restrooms, pavilions, pathways, day-use areas, and other associated recreational needs to be defined early in the process.

With priorities and preferences defined, conceptual design alternatives will be refined into a final master plan. The master plan development will be supported by illustrations, details, sketches, and graphic images to further define the nature of recreational infrastructure and landscape features. It will include representative photographic examples of major park elements to reflect the scale and scope of the respective elements. A 24" x 36" rendered plan sheet for public viewing will be provided.

Final development of the conceptual design will be refined based on City review to focus on improving overall park functionality and with an emphasis on user safety as well as options promoting universal access, particularly to enable people of all ages, needs, and ability to reach and enjoy the parks' resources.

Budget considerations will be integral to the process from beginning to completion of the schematic design and beyond. We will prepare detailed engineer's estimate of probable construction costs for the chosen option including phasing recommendations and will include future estimated professional services cost for preliminary design, final design, and construction oversight.

We will develop a summary of the recommendations and a final graphic color-rendered master plan with design details for elements and treatments for the park. Also included in the master plan will be information with regards to various grant programs specifically in the area of recreation enhancement that the City may want to consider aiding in funding improvements.

TASK B - MICHIGAN NATURAL RESOURCES TRUSTS FUND (MNRTF) GRANT APPLICATION

We can guide the City and assist with the preparation of a MNRTF Grant Application. The application must be submitted by the application deadline of April 1 with the following:

1. Site master plan graphic showing the proposed Wright Park improvements as determined by the City.
 - a. All elements proposed under the grant application must be identified and labeled.
 - b. Project location map.
 - c. Boundary map – Legal description provided by community must delineate the legal boundaries of the property identified for park use.
2. Elevations and plan views of any proposed structures.
3. MNRTF Grant Application Form – one copy fully completed by F&V and signed by authorized community representative.

4. Application narrative prepared by F&V with information provided by City staff.
5. Documentation of local financial match such as letters of commitment from the source.
6. Certified resolution from the governing body committing to the application.
 - a. Resolution to be adopted at a public hearing with an advertisement 7 days prior to meeting. F&V will provide a sample ad and resolution.
 - b. City to provide a copy of affidavit from local paper.
7. Documentation of Site Control Form (PR1956-1). Completed by community and community's legal counsel.
8. City will be tasked with gathering any letters of support from local stakeholders and groups.
9. Prepare supplemental information, if necessary, after preliminary application scoring in August of the year of application.

SCHEDULE

A summary of the anticipated tasks and timeline is as follow. For the sake of preparing a schedule, it is assumed that a contract for the proposed project will be awarded on or about July 17, 2024.

Task / Description	Schedule
Project Kickoff	August 2024
Base Map Preparation and Site Assessment	August 2024
Agency/Public Work Sessions, Inventory, and Analysis	September 2024
Schematic Design and Preliminary Cost Projections	October 2024
Final Master Plan Review and Adoption	December 2024
MDNR Grant Application (TBD)	March/April 1 2025

PROFESSIONAL FEE

Based on our understanding of the project outlined in our work plan, public engagement and deliverables, our services as will be provided on a lump sum basis as itemized below:

Task / Description	Schedule
A. Park Master Plan Guidebook	\$8,500
B1-8. MDNR MNRTF Grant Application (If Desired)	\$3,800
B9. Supplemental MDNR Grant Information (If Necessary)	\$700
Tasks A – B9. Proposed Lump Sum Fee	\$13,000

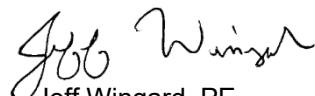
We would be happy to meet and present our teams qualifications in greater detail If desired. If this proposal is acceptable to you, we will prepare our standard professional services agreement for your authorization. We look forward to working with you on the City's continued vision for the park and region. If you have any questions or require additional information, please do not hesitate to call.

Sincerely,

FLEIS & VANDENBRINK



Rick Stout, LLA
Project Manager
rstout@fveng.com



Jeff Wingard, PE
Client Services Manager

Source Documents:

City of Jonesville 2024-2028 Recreation Plan

http://jonesville.org/Portals/50/Recreation/Recreation%20Master%20Plan%20-%202024/Jonesville_2024_Rec_Plan%20-%20FINAL.pdf?ver=fqtWC42qByFXngrw5XgY3w%3d%3d

Appendix D Section 5

City of Jonesville 2024-2028 Recreation Plan: Goals and Objectives

Wright Street Park Concept Plan



City of Jonesville Master Plan: 2019 Edition

D5-4



RECEIVED
MAR 25 2024

BY: _____

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

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

By: _____

/print/ _____

Its _____

Date: _____

Domestic Harmony

Executive Director

Date: _____

ARTICLE IV. - YARD AND GARAGE SALES

Sec. 20-76. - Purpose.

It is the purpose of this article to regulate the operation of yard and garage sales in the city for the purpose of minimizing increased traffic, noise, and nuisance of repeated sales of various types of personal property. Successive sales can detract from the tranquility and privacy of neighborhoods, public safety, welfare and prosperity of the city and its residents.

(Ord. No. 204, § 1, 2-16-2011)

Sec. 20-77. - Requirements; permit, frequency, time, manner, etc.

It shall be unlawful and punishable by municipal civil infraction for any person to expose for sale, offer for sale or sell personal property from residential land, except in the following manner:

- (1) Six sales may be conducted from a residence within a calendar year, but not more than one per month.
- (2) A free permit must be obtained from the city. Permits allow the sale for no more than four consecutive days.
- (3) Sales may run from 8:00 a.m. to 8:00 p.m.
- (4) No sign shall be placed on public property, within a public right-of-way, between the curb and sidewalk, on any tree, light pole, utility pole or in any location that obstructs the vision of any motorist. Any such sign will be removed without notice. Signs are to be removed immediately following the end of the sale.
- (5) Upon written application of the majority of residents of any block, the city council may authorize a block yard sale which will not be counted against an individual's permitted sales.
- (6) Restrictions of this article may be waived by the city council for sales conducted by charitable organizations and community events.

(Ord. No. 204, § 2, 2-16-2011)

Sec. 20-78. - Violations; declaration of nuisance.

Any yard or garage sale operated in violation of this article is hereby declared to be a nuisance per se.

(Ord. No. 204, § 3, 2-16-2011)

Sec. 20-79. - Penalty.

Whoever violates any provision of this article is responsible for a municipal civil infraction, and shall be subject to the payment of a civil fine of not less than \$100.00 or in accordance with the current civil fine schedule, whichever is greater, plus costs and other sanctions for each infraction. Each day that a violation exists or continues shall constitute a separate and additional violation.

(Ord. No. 204, § 4, 2-16-2011)

Secs. 20-80—20-105. - Reserved.



michigan
municipal
league

workers'
compensation
fund

RECEIVED
JUN 28 2024
BY: _____

1675 Green Road
Ann Arbor, MI 48105
P: 734-662-3246
800-653-2483
F: 734-662-8083
mml.org

To: Members of the MML Workers' Compensation Fund
From: Michael J. Forster, Fund Administrator
Date: June 24, 2024
Subject: Fund Trustee Election

Dear Fund Member:

Enclosed is your ballot for this year's Board of Trustees election. Three appointees have agreed to seek election to their first term. You may also write in one or more candidates if you wish.

A brief biographical sketch of the candidates is provided for your review.

I hope you will affirm the work of the Nominating Committee by returning your completed ballot in the enclosed return envelope, no later than August 9th. Alternately, you may complete your ballot online:

Go to www.mml.org. At the top of the page, hover over *Programs & Services* and select *Risk Management* from the drop-down list. Next, look for the *Jump To* panel and select *Workers' Compensation Fund*. The ballot link is on the next page, in the *Jump To* panel, under *Online Forms*.

The MML Workers' Compensation Fund is owned and controlled by its members. Your comments and suggestions on how we can serve you better are very much appreciated. Thank you again for your membership in the Fund, and for participating in the election of your governing board.

Sincerely,

A handwritten signature in black ink that reads "Michael J. Forster".

Michael J. Forster
Fund Administrator
mforster@mml.org

THE CANDIDATES

Four-year terms beginning October 1, 2024



Victor Cardenas, City Manager, City of Novi

Victor Cardenas joined the City of Novi as Assistant City Manager in October 2010. He was named Interim City Manager in November 2022 and was selected as City Manager in June 2023. For twelve years, Mr. Cardenas assisted the City Manager in developing program strategies to achieve City Council goals and to improve the quality of life in Novi. He coordinates day-to-day operations and ensures integration of services among City Departments as well as the dependable delivery of high-quality services while conserving community resources. Mr. Cardenas instituted a citizen relationship software that has greatly improved Novi's receipt of service requests and workflow management and created a digitized version of the City's Capital Improvement Program. He continues to be active with the International City/County Management Association, being elected to the Board of Directors in 2020, the Michigan Municipal Executives and multiple committees, associations, and organizations throughout the region. Additionally, he sits on the boards for the Intelligent Transportation Society of Michigan and the Michigan Library Network. Victor is seeking election to his first term.



Daniel Coss, City Administrator, City of DeWitt

Daniel Coss was appointed DeWitt's City Administrator in 2011, after previously working for the City of Marysville for more than 11 years. Dan is originally from the mid-Michigan area and has a Bachelor of Science in Forestry from Michigan State University and a Master's of Science Degree in Administration from Central Michigan University. Daniel is seeking election to his first term.



Bridget Dean, Mayor, City of Berkley

Bridget Dean was first elected to Berkley City Council in 2019 and re-elected in 2023. She and her husband have lived in Berkley since 2005 and have two grown children. Bridget has owned the knit shop "...have you any Wool?" in Berkley for twenty years. Being both a resident and business owner gives her a unique perspective and compliments the skills already on City Council. Bridget has been active in numerous organizations, as a member and vice chair of the Berkley Downtown Development Authority and several of its committees, and as a member and board member of the Greater Berkley Chamber of Commerce. Bridget is seeking election to her first term.

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

**JONESVILLE CITY COUNCIL
Minutes of June 19, 2024**

A meeting of the Jonesville City Council was held on Wednesday, June 19, 2024 at the Jonesville City Hall, 265 E. Chicago Street, Jonesville, MI. Mayor Gerry Arno called the meeting to order at 6:30 p.m. Council members present were: Tim Bowman, Chris Grider, Brenda Guyse, George Humphries Jr., and Andy Penrose. Absent: Delesha Padula

Also present: Manager Gray, WWTP Supt. Hughes, DPW Supt. Crouch, Public Safety Director Lance, Deputy Fire Chief Riggs, Attorney Lovinger, Keith O'Neil (Reading Emergency Unit), Grace Broesamle (Hillsdale County Senior Services Center), Julie Boyce (Key Opportunities), Mike Miller (Key Opportunities), Lisa Adair, Nicole and Chad Benson, Nicholas Onsurez, Adam Rose, Randy Dunwoody, Jason Beagle, and Scott Lucas

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

Brenda Guyse made a motion and was supported by Tim Bowman to remove Item 6.E. Appoint Negotiation Representatives and add 6.E. consider Planned Unit Development Agreement and Municipal Services Contract. All in favor. Absent: Delesha Padula. Motion carried.

Deputy Fire Chief Riggs spoke to Council regarding Firefighter Nicholas Onsurez, covering his qualifications and experience, and commending him for his dedication to the Jonesville Fire Department. Firefighter Onsurez was recognized for successful completion of Firefighter I and II certifications. Deputy Clerk Spahr administered the Oath of Office.

Keith O'Neil updated Council regarding Reading Emergency Unit activity over the last year. He also mentioned the August 6th election, and urged everyone to vote.

Grace Broesamle updated Council regarding Hillsdale County Senior Services Center activity, services offered, and upcoming events.

Mayor Arno opened the Truth in Taxation hearing at 6:43 p.m. Manager Gray explained the purpose of the hearing. There were no questions or comments. The hearing was closed at 6:45 p.m.

Mayor Arno opened the Fiscal Year 2024-25 Budget Hearing at 6:45 p.m. There were no questions or comments. The hearing was closed at 6:47 p.m.

Tim Bowman made a motion and was supported by Brenda Guyse to approve Resolution 2024-11 – Adopt July 2024-2025 Budget, General Appropriations Act, and Ad Valorem Mill Levy. Roll Call Vote: Ayes: Tim Bowman, Chris Grider, Brenda Guyse, George Humphries Jr., Andy Penrose, and Gerry Arno. Nays: None. Absent: Delesha Padula. Motion Carried.

Brenda Guyse made a motion and was supported by Andy Penrose to approve Resolution 2024-12 – Fee Schedule. Roll Call Vote: Ayes: Tim Bowman, Chris Grider, Brenda Guyse, George Humphries Jr., Andy Penrose, and Gerry Arno. Nays: None. Absent: Delesha Padula. Motion Carried.

Brenda Guyse made a motion and was supported by Chris Grider to adopt the Fiscal Year 2024-25 to 2029-30 Capital Improvement Plan. All in favor. Absent: Delesha Padula. Motion Carried.

Andy Penrose made a motion and was supported by Tim Bowman to approve Fiscal Year 2024-25 Employee Compensation. All in favor. Absent: Delesha Padula. Motion Carried.

Brenda Guyse made a motion and was supported by George Humphries Jr. to accept, with regret, Larry Mix's resignation, and to appoint Lindsey Crouch to serve an unexpired term on the Jonesville Board of Review through November 2025. All in favor. Absent: Delesha Padula. Motion Carried.

Tim Bowman made a motion and was supported by Brenda Guyse to approve the Key Opportunities Planned Unit Development Agreement and Municipal Services Contract, and to authorize the City Manager and Clerk to execute the same. All in favor. Absent: Delesha Padula. Motion Carried.

Brenda Guyse made a motion and was supported by George Humphries Jr. to authorize the refund of Utility Connection Charges that were paid in connection with the Maumee Street resurfacing project. Manager Gray further explained that this is a result of those charges being built into the West Street reconstruction project, and that this is normal practice according to our engineering firm. Furthermore, any future customers requiring changeouts would not be charged a connection fee. All in favor. Absent: Delesha Padula. Motion Carried.

The Fiscal Year 2023-24 Nine Month Budget Comparison was presented, and there were no questions.

Brenda Guyse made a motion and was supported by Chris Grider to approve the minutes of May 15, 2024. All in favor. Absent: Delesha Padula. Motion Carried.

Tim Bowman made a motion and was supported by George Humphries Jr. to approve the minutes of May 29, 2024. All in favor. Absent: Delesha Padula. Motion Carried.

Andy Penrose made a motion and was supported by Brenda Guyse to approve the Accounts Payable for June 2024 in the amount of \$140,216.79. All in favor. Absent: Delesha Padula. Motion carried.

Brenda Guyse made a motion and was supported by Chris Grider to receive the minutes of Cemetery Committee – April 10, 2024; Planning Commission – May 8, 2024; and Downtown Development Authority – May 14, 2024. All in favor. Absent: Delesha Padula. Motion carried.

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

Mayor Arno adjourned the meeting at 7:25 p.m.

Submitted by:

Lenore M. Spahr
Deputy Clerk

Gerry Arno
Mayor

07/18/2024

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
AMERICAN COPPER & BRASS, LLC	DDA - STATUE REPAIR/WATER - TOOL	98.99
APPLIED INNOVATION	CITY HALL COPIER MAINTENENCE	55.31
BAKER TILLY MUNICIPAL ADVISOR	FINANCIAL ADVISOR - WEST ST BOND	14,750.00
BAKER, VICKI/B & B CLEANING,	CITY HALL/JPD/JFD CLEANING SERVICES	550.00
BRADLEY, DREW R	UMPIRE SERVICES	100.00
	UMPIRE SERVICES	175.00
		275.00
BRINER OIL CO., INC.	JFD - GASOLINE	83.58
	MVP - BULK TANK	109.91
	JPD/MVP/WWTP GASOLINE	746.84
	JFD - GASOLINE	43.74
	JPD/MVP/WWTP - GASOLINE	345.91
	MVP - BULK TANK	173.63
	MVP - BULK TANK	148.03
		1,651.64
BUTTERS EXCAVATING & LAWN CARCEMETERY MAINT/SEXTON SERVICES		4,141.67
CALLIGAN, MICAH	UMPIRE SERVICES	180.00
	UMPIRE SERVICES	60.00
		240.00
CIVICPLUS LLC	ONLINE ORDINANCE	693.00
CLEAR VIEW B.R. LLC	CITY HALL/JPD - OUTSIDE WINDOW CLEANING	40.00
CONSUMERS ENERGY	IRON REMOVAL PLANT ELECTRICITY	1,598.49
	500 IND PKWY SPRINKLER METER ELECTRICITY	30.95
	598 IND PKWY SPRINKLER METER ELECTRICITY	29.11
	100 DEAL PKWY SPRINKLER METER ELECTRICITY	32.63
	WATER TOWER ELECTRICITY	83.47
	CITY-WIDE LED STREETLIGHT ELECTRICITY	34.56
	WWTP ELECTRICITY	5,187.16
	FREEDOM MEMORIAL ELECTRICITY	45.08
	JPD ELECTRICITY	228.04
	DDA - METERED PARKING LOT LIGHT ELECTRICITY	36.53
	FAST PARK ELECTRICITY	44.60
	CITY HALL SECOND FLOOR ELECTRICITY	28.77
	JFD ELECTRICITY	198.09
	RADIO TOWER ELECTRICITY	37.36
	CITY HALL ELECTRICITY	223.18
	DPW BUILDING ELECTRICITY	107.88
	WRIGHT ST PARK ELECTRICITY	35.49
	CITY-WIDE STREETLIGHT ELECTRICITY	1,424.89
	CITY-WIDE LED STREETLIGHT ELECTRICITY	1,772.38
	DDA - UNMETERED PARKING LOT LIGHT ELECTRICITY	36.78
	DOWNTOWN/STREETSCAPE LIGHT ELECTRICITY	310.93
	CITY HALL THIRD FLOOR ELECTRICITY/FINAL BILL	16.30
	CEMETERY ELECTRICITY	37.86
		11,580.53
COUNTRYSIDE TROPHIES	REC - MEDALS/TROPHIES	1,461.25
	BOARD OF REVIEW NAME PLATE	9.00
	MEMORIAL TREE SIGN	86.00
		1,556.25
CURRENT OFFICE SOLUTIONS	CITY HALL/COUNCIL FURNITURE	6,547.85
	CITY HALL FURNITURE	4,755.29
	JPD - COPIER MAINTENANCE	7.73
		11,310.87
DANIEL JERMAN CO, INC.	LAWN METERS	1,131.40
DINGES FIRE COMPANY	JFD - TURNOOUT GEAR	3,629.22
	JFD - TURNOUT GEAR	7,258.44
		10,887.66
DUNLAP, MILEY R	CONCESSION STAND ASSISTANT	100.00
	CONCESSION STAND ASSISTANT	100.00
	CONCESSION STAND ASSISTANT	125.00
		325.00
ELECTION SOURCE	ELECTION SUPPLIES	29.83
ELMIGER ORNAMENTALS LLC	FAST PARK - MEMORIAL TREE	220.00

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
EMD MILLIPORE CORPORATION	WWTP - SUPPLIES	378.63
FIRST NATIONAL BANK OMAHA	ZOOM MEMBERSHIP/WWTP REPAIRS	453.57
	OFFICE/OPERATING/REC SUPPLIES/REPAIRS	2,418.26
		2,871.83
GANNETT MICHIGAN LOCALIQ	HEARING NOTICE - JULY BOARD OF REVIEW	49.40
GREENMARK EQUIPMENT	MVP - SUPPLIES/REPAIRS	69.07
	MVP - REPAIRS	43.99
	MVP - REPAIRS	(0.70)
	MVP - ROTARY MOWER	2,599.56
		2,711.92
GRIFFITHS, CHANDLER	UMPIRE SERVICES	125.00
	UMPIRE SERVICES	200.00
		325.00
HENRY, JACLYN D	CONCESSION STAND ASSISTANT	100.00
	CONCESSION STAND ASSISTANT	125.00
	CONCESSION STAND ASSISTANT	100.00
		325.00
HILLSDALE COUNTY TREASURER	SUMMER 2024 TAX ROLL/TAX BILLS	492.10
HYDROCORP, INC	WATER CROSS CONNECTION PROGRAM	568.00
IMAGEMASTER LLC	WEST ST BOND - OFFICIAL STATEMENT PREPARATION	1,750.00
IMPACT RESCUE LLC	JFD - JAWS MAINTENANCE	1,120.00
JONESVILLE HARDWARE	SUPPLIES/REPAIRS	113.40
JONESVILLE LUMBER	JPD - SUPPLIES	14.99
JONESVILLE, CITY OF	CITY HALL WATER/SEWER	52.95
	DDA - WATER FOUNTAIN	42.64
	JFD WATER/SEWER	80.09
	JPD WATER/SEWER	52.95
	WRIGHT ST PARK WATER/SEWER	62.90
	DPW BUILDING WATER/SEWER	52.95
	WWTP WATER/SEWER	187.22
		531.70
KELLER, CAMERON	UMPIRE SERVICES	175.00
	UMPIRE SERVICES	125.00
		300.00
KENDALL ELECTRIC	MVP - SMALL TOOLS	60.83
KYSER MIKE	UB refund for account: 000375-01	10.30
LAPEW SANITATION	REC - PORTABLE RESTROOM RENTAL	495.00
LEE, MEGAN L	UMPIRE SERVICES	50.00
LENNOX, JACE	UMPIRE SERVICES	50.00
LEWIS, BROOKIE M.	UMPIRE SERVICES	200.00
	UMPIRE SERVICES	150.00
	UMPIRE SERVICES	200.00
		550.00
LOVINGER & THOMPSON, P.C.	LEGAL FEES	520.00
LRS, LLC	CITY HALL/DPW/WWTP TRASH SERVICE	87.00
	JPD/JFD - TRASH/CITY RECYCLING	130.00
		217.00
MACQUEEN EMERGENCY	JFD - HOSE NOZZLE ADAPTER	(93.00)
	JFD - HOSE ADAPTER/PLUG/LUG	169.25
		76.25
MANN, LEWIS	UMPIRE SERVICES	300.00
MARTIN, AVA	UMPIRE SERVICES	50.00
	UMPIRE SERVICES	175.00
		225.00
MEANS, AMEILIA R	CONCESSION STAND ASSISTANT	125.00
	CONCESSION STAND ASSISTANT	125.00
	CONCESSION STAND ASSISTANT	100.00
		350.00
MERIT LABORATORIES	WWTP - TESTING	402.00
MERIT NETWORK INC	CITY HALL/JPD/JFD - INTERNET SERVICE	4,290.00
	CITY HALL/JPD/JFD - INTERNET SERVICE	1,500.00
		5,790.00

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
MICHIGAN GAS UTILITIES	IRON REMOVAL PLANT GAS SERVICE	106.93
	WWTP GAS SERVICE	498.57
	JPD GAS SERVICE	37.86
	CITY HALL GAS SERVICE	43.59
	GAS LIGHT SERVICE	62.04
	DPW BUILDING GAS SERVICE	45.76
	JFD GAS SERVICE	47.20
		841.95
MICHIGAN LAWN & LANDSCAPE	MOWING/WEED CONTROL	3,401.02
	MOWING/WEED CONTROL	2,752.90
		6,153.92
MICHIGAN RURAL WATER ASSOC.	MEMBERSHIP RENEWAL	550.00
MILLER, CANFIELD, ET AL, PLC	BOND COUNCIL - WEST ST BONDS	14,000.00
MONROE, BLAYKE C	CONCESSION STAND ASSISTANT	225.00
MULLALY, BILL	UMPIRE SERVICES	140.00
NAVIGANT MEDIA, LLC	DDA - TAG LINE DESIGN	500.00
NICHOLS, LYRA	UMPIRE SERVICES	125.00
	UMPIRE SERVICES	200.00
	UMPIRE SERVICES	350.00
		675.00
NORM'S AUTO-JONESVILLE	MVP - ZERO TURN MOWER TIRE REPAIR	22.00
	MVP - TIRE REPAIR	60.00
		82.00
NORTH EAST FABRICATION CO, INDPW/WWTP	DIRECTIONAL SIGN	256.47
OURENSMA JAN	UB refund for account: 000038-02	86.04
PAGE, BRITTANY	ASSISTANT REC DIRECTOR/UMPIRE SERVICES	400.00
	ASSISTANT REC DIRECTOR/UMPIRE SERVICES	300.00
	ASSISTANT REC DIRECTOR/UMPIRE SERVICES	250.00
		950.00
PERFORMANCE AUTOMOTIVE	MVP - REPAIRS	45.40
PET WASTE ELIMINATOR	PARKS - PET WASTE BAGS	99.99
PIONEER ATHLETICS	REC - FIELD PAINT & SPRAYER	947.26
POSTMASTER	POSTAGE - SUMMER 2024 PROPERTY TAX BILLS	279.37
	POSTAGE - WATER/SEWER BILLS	338.60
		617.97
RINGMAN, JACE	UMPIRE SERVICES	70.00
	UMPIRE SERVICES	80.00
		150.00
ROE-COMM INC	JPD - SUPPLIES	13.00
RYAN AND BRADSHAW, INC.	WWTP - MAKE UP AIR UNIT	15,000.00
	WWTP - MAKE UP AIR UNIT	5,498.00
		20,498.00
SAM'S CLUB/SYNCHRONY BANK	REC - CONCESSION STAND SUPPLIES	489.42
SATTLER, MARY ELLEN	DDA - JILLY BEANS/FACADE GRANT	1,902.20
SCA OF MI, LLC	MAJOR/LOCAL/ST HWY - STREET SWEEPING	3,988.45
SHERWIN-WILLIAMS	REC - FIELD PAINT	43.95
STATE OF MICHIGAN	WWTP - BOILER INSPECTION FEE	75.00
	BOND FILING FEE	200.00
		275.00
STOCKHOUSE CORPORATION	LETTERHEAD	79.40
TARGET SOLUTIONS LEARNING	JFD - TRAINING MANAGEMENT MEMBERSHIP	2,747.00
UNIFIRST CORPORATION	WWTP - UNIFORM RENTAL	52.00
	MVP - SHOP TOWELS	25.25
	WWTP - UNIFORM RENTAL	52.00
	CITY HALL/JPD - FLOOR MATS	40.25
	MVP - SHOP TOWELS	25.25
	WWTP - UNIFORM RENTAL	52.00
	WWTP - UNIFORM RENTAL	52.00
		298.75
US BANK	WWTP - BOND AGENT FEES	500.00
USA BLUEBOOK	WWTP - OPERATING SUPPLIES	536.31
	WWTP - REPAIRS	403.48

07/11/2024
User: LSPAHR
DB: Jonesville

CITY OF JONESVILLE
INVOICE APPROVAL LIST
07/18/2024

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<u>Vendor</u>	<u>Description</u>		<u>Amount</u>
		939.79	
VC3, INC.	ANNUAL SERVICE CONTRACT		6,851.64
	EXCHANGE ONLINE - JULY 2024		100.00
	CLOUD PROTECTION - JULY 2024		48.00
		6,999.64	
WICKHAM'S TREE SERVICE, LLC	CEMETERY TREE/STUMP REMOVAL		4,800.00
WOLCOTT, DOMINICK	UMPIRE SERVICES		400.00
	UMPIRE SERVICES		400.00
	UMPIRE SERVICES		500.00
		1,300.00	
YOUNG, CARSON	UMPIRE SERVICES		175.00
	UMPIRE SERVICES		175.00
	UMPIRE SERVICES		250.00
		600.00	
YOUNG, TYLER J	UMPIRE SERVICES		50.00
	Total:	152,031.10	

Region 2 PLANNING COMMISSION

Serving Hillsdale, Jackson & Lenawee Counties

MEETING MINUTES

Region 2 Planning Commission – Full Commission
Hillsdale City Hall
97 N. Broad Street
Hillsdale, MI 49242

Thursday, May 9, 2024

I. **Call to Order** – Chair Witt called the meeting to order at 2:00 p.m. A quorum was present.

Attendance:

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

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

Staff Present: Brett Gatz, Jacob Hurt, Jill Liogghio

Others Present: Andrea Strach, MDOT

II. **Approval of the May 9, 2024 Agenda** – The motion was made by Comm. Penrose, supported by Comm. Jancek, to approve the May 9, 2024 agenda. The motion carried unanimously.

- III. **Public Comment** – Chair Witt requested public comment. There was no public comment.
- IV. **Approval of Full Commission Meeting Minutes for March 14, 2024** – The motion was made by Comm. VanDoren, supported by Comm. Jancek, to approve the Full Commission meeting minutes of March 14, 2024 as submitted. The motion carried unanimously.
- V. **Approval of Action Taken at the April 11, 2024 Executive Committee Meeting** – The motion was made by Comm. Jancek, supported by Comm. Swartzlander, to approve the action taken at the April 11, 2024 Executive Committee meeting. The motion carried unanimously.
- VI. **Receipt of Treasurer’s Report of May 9, 2024** – The motion was made by Comm. Penrose, supported by Comm. Jancek, to receive the May 9, 2024 Treasurer’s Report as presented. The motion carried unanimously.
- VII. **Approval of the May 9, 2024 Submitted Bills** – The motion was made by Comm. Walz, supported by Comm. Jancek, to approve payment of the May 9, 2024 submitted bills. The motion carried unanimously.
- VIII. **Staff Progress Report for April 2024** – The April 2024 staff progress report was included in the agenda packet. Mr. Hurt presented highlights from the staff progress report for the month of April.
- IX. **Approval of Amendments to the JACTS FY 2023-2026 Transportation Improvement Program (TIP)** – The following amendments to the JACTS FY 2023-2026 TIP were submitted by the Michigan Department of Transportation:

FY	JN	Project	Project Description	Funding	Amendment Type
2024	207396*	Region-side	Permanent pavement marking application on University Region trunklines	Federal \$5184	Delete – Project completed without the use of Federal funds
2024	221059	M-50	HMA cold milling with single course HMA overlay	Federal \$552,488	Add

The motion was made by Comm. Jancek, supported by Comm. Minnick, Jr., to approve the TIP amendments presented by the Michigan Department of Transportation. The motion carried unanimously.

- X. **Approval of FY 2025 Regional Transportation Planning Work Program** – The motion was made by Comm. Swartzlander, supported by Comm. Jancek, to approve the FY 2025 Regional Transportation Planning Work Program. The motion carried unanimously.

- XI. Approval of Draft R2PC Bylaws** – Mr. Hurt reviewed the draft R2PC Bylaws. The motion was made by Comm. Penrose, supported by Comm. Jancek, to approve the Draft R2PC Bylaws. The motion carried unanimously.
- XII. Approval of Tentative R2PC Full Commission Meeting Dates for Remainder of 2024** – The motion was made by Comm. Jancek, supported by Comm. Swartzlander, to approve the Tentative R2PC Full Commission Meeting Dates for the Remainder of 2024. The motion carried unanimously.
- XIII. Other Business** – None.
- XIV. Public Comment / Commissioners' Comments** – Comm. C. Pfeifer stated she was not present at the April 9, 2024 R2PC meeting, however, the minutes from that meeting showed that she was in attendance. Note was made by Ms. Liogghio. Comm. Cure stated that there was a concern regarding contacting the R2PC offices. Comm. Penrose stated the Pledge Allegiance has been recited incorrectly at the R2PC meetings and going forward would like everyone to recite it the proper way.
- XV. Adjournment** – There being no further business, Chair Witt adjourned the meeting at 2:13 p.m.

Dale Witt
Chair

Economic Development Partnership of Hillsdale County
Minutes of Regular Meeting
May 9, 2024

Board Members Present: Rick Schaerer, Don Germann, Vicki Morris, Greg Moore, Sally Clark, Wanda White, Corey Parker, Doug Ingles, David Mackie, Jeff Gray, Chris Poling, Kelly LoPresto, Kelly Hodshire, Nicole Benson, JJ Hodshire

Board Members Absent: Troy Reehl, Tony Samon, Kym Blythe, John Condon, Ron Griffith

Staff: Susan Smith, Annette Sands

Call to Order: 8:02 a.m.- Rick Schaerer

- Motion by Jeff Gray to approve amended agenda to include vote addition of Nicole Benson to EDP Board of Directors,
Support by Greg Moore, unanimously approved
- Motion by Jeff Gray to approve Nicole Benson, Litchfield City Manager to EDP Board of Directors
Support by Greg Moore, unanimously approved
- Motion by Greg Moore to approve March 2024 Minutes
Support by Vicki Morris, unanimously approved
- Motion by Vicki Morris to approve Treasurer's Report
Support by Jeff Gray, unanimously approved
- Motion by Vicki Morris to approve the Director's Report
Support by Greg Moore, Unanimously approved

Treasurer's Report: Consisted of an overview of the EDP's current fiscal year 2023-2024, income and expenses. Currently, total Net Assets are \$323,362, with \$305,000 of this being all cash. Finances look very strong, with a current net income of \$17,720. Have invoices out for EDA grant reimbursement over \$20,000. Fiscal Year is positive, due to contract work taken on by EDP.

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

- Grant Updates, EDA Consulting, Sector Grant, Lean Rocket Lab, Child Care Grant
- Update on RLF
- Retention calls in partnership with MWSE
- Lean Rocket Lab Fellowship Program
- Update on Buildings on the market and sold in Hillsdale County
- Update on contract work at the EDP
- EDP Community Engagements- CEO Council, Fraud Seminar, Welding advisory, CAA, HH, CNB, Key Opp., Region II, Referrals from Trine University Internships, Hiring Event, WCA
- Meijers large turnout of applicants, opening May 14th —over 1900 applications
- Trends, selling small business, fellows events

Round Table Discussion:

- Greg Moore- Consumers is in Storm mode in the West. Three tornadoes hit in Sherwood, colon and took down 23 power poles. Most of southern Michigan, including Hillsdale County, were hit very hard. Portage was heavily damaged. Great neighborly assistance was on full display in the rural areas that were hit. This is great to see as it doesn't happen in large cities.
- Next round of \$500,000 grants (people, Planet and prosperity) They are focusing on two \$250,000 focus on people- Economically secure. This is open to economic organizations, municipalities and nonprofit.
- Jeff Gray- City of Jonesville is currently budget planning for parts and other projects. Street construction projects overview and MDOT will be taking on the downtown road project 2025
- Chris Poling- experiencing a bit of a slow- down, currently have 19 employees running two shifts. Currently make auto racking, warehouse racking, solar projects. With Amazon halting construction the racking industry has slowed. New equipment July-August, will be at 25-30 employees with project.
- Kelly Hodshire- Survived the tax season, now spending time catching up.
- Vicki Morris- Housing market is the same, with 7-8% on 30 year loans. Nobody in lending market is super busy, construction is slowing also.
- Wanda White- Work has picked up on machining. Robotic & PLCE quite busy, but all needs to pick up.
- JJ Hodshire- Hillsdale Hospitals biggest challenge is finding employees. Currently have 51 openings. Since Covid it has been very difficult as many have left healthcare industry. Previously would receive 25-30 scholarship applicants, has been only two the last couple of years. Halfway through Capital Campaign, update on new services, closure of Occ Health, rural hospitals, need for radiologists- currently many are working remotely.

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

Respectfully submitted,

Annette Sands

City of Jonesville
Local Development Finance Authority
Minutes of June 19, 2024

Present: Gerry Arno, Erik Weatherwax, Scott Campbell, Steve Harding, Linda Garcia and Steve Lanius.

Absent: Jim Parker, Rick Schaerer and one vacancy.

Also Present: Jeff Gray and Sue Smith (EDP)

Mayor Arno called the meeting to order at the Jonesville City Hall, 265 E Chicago Street, Jonesville, MI at 8:30 a.m.

Steve Lanius made a motion and was supported by Scott Campbell to approve the agenda as presented. All in favor. Absent: Rick Schaerer and Jim Parker. Motion carried.

A motion was made by Scott Campbell and supported by Steve Lanius to approve the minutes of December 20, 2023. All in favor. Absent: Jim Parker and Rick Schaerer. Motion carried.

Scott Campbell made a motion and was supported by Linda Garcia to accept the financial report through April 30, 2024. All in favor. Absent: Jim Parker and Rick Schaerer. Motion carried.

A motion was made by Steve Lanius and supported by Scott Campbell to approve the Fiscal Year 2023-24 Budget as presented. All in favor. Absent: Jim Parker and Rick Schaerer. Motion carried.

Sue Smith, Executive Director of Economic Development Partnership of Hillsdale County, provided updates regarding Lean Rocket Lab Fellows Program, Sector Grant through Labor and Economic Opportunity (LEO), New Business relocating to the Interdyne building, Ritz-Craft considering Green Initiatives, and Fresh Water Ventures.

Manager Gray and LDFA members provided updates.

The meeting was adjourned at 9:03 a.m.

Submitted by,

Cynthia D. Means
Clerk



Runs for June 2024

114 W. Chicago St.

Jonesville, MI 49250

(517) 849-2101

(517) 849-2520 Fax

Run	Members	Date	Type of call	Location	City	Fayette	Scipio	Mutual	Training
83	5	6/2/2024	CO Alarm	608 cedar ct	X				
84	6	6/8/2024	Gas Leak	701 Olds St.	X				
85	3	6/9/2024	Assist Medical	3980 N Hillsdale Rd		X			
86	6	6/11/2024	PI Accident	homer rd& genesee rd		X			
87	7	6/12/2024	Trainings	Sta 5 & Lk Wilson-M99					X
88	4	6/15/2024	Wires Down	1791 E Litchfield Rd			X		
89	5	6/16/2024	Grass/Brush Fire	2871 N. Lake Wilson RD				X	
90	6	6/18/2024	PI Accident	701 Olds ST	X				
91	5	6/20/2024	PI Accident	us12& sweet clover hills dr		X			
92	5	6/24/2024	Odor Investigation	202 Maumee St	X				
93	3	6/25/2024	Wires Down	Evan st./Willow st.	X				
94	6	6/26/2024	Sta 5 Equipment Inspections	Station 5					X
95	9	6/29/2024	Trainings	Jonesville High School					X
96	9	6/29/2024	Structure Fire	29 N Howell St.				X	
97	3	6/29/2024	Fire Alarm no Fire	576 Olds St	X				
98	5	6/30/2024	Explosion	8800 Borden Rd			X		

Year Total Type of Call

City	Fayette	Scipio	Mutual
33	18	16	14
<u>Training</u>			
17			

Total for June 16
Total for the Year 98

Monthly Calls

	City	Fayette	Scipio	Mutual	Training	
January	8	7	3	2	3	23
Febuary	2	2	3	1	2	10
March	3	3	1	3	3	13
April	7	2	4	4	3	20
May	7	1	3	2	3	16
June	6	3	2	2	3	16
July	0	0	0	0	0	0
August	0	0	0	0	0	0
September	0	0	0	0	0	0
October	0	0	0	0	0	0
November	0	0	0	0	0	0
December	0	0	0	0	0	0
Totals	33	18	16	14	17	98

MONTHLY OPERATING REPORT

May 2024

SUBMITTED: **July 8, 2024**

WATER FLOW

MAXIMUM	253,000
MINIMUM	148,000
AVERAGE	193,000
TOTAL	5.7960 MG

WASTEWATER FLOW

MAXIMUM	331,800
MINIMUM	244,300
AVERAGE	295,600
TOTAL	8.8671 MG

CALLOUTS: **None**

OPERATION & MAINTENANCE

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

The Wastewater Plant Laboratory processed 168 Bacteria tests, 32 Nitrate tests and 16 Nitrite tests in June 2024. The annual totals to date are 863 Coliform Bacteria, 155 Nitrates, and 74 Nitrates.

New service water pumps were installed. These pumps supply treated wastewater to various hydrants and to the Auger Monster that removes rags and other debris from the wastewater stream.

The Vactor was dispatched to Homer to clean a sanitary sewer within Village.

New computers were installed at the Wastewater Plant. Apparently, this was the year for replacement.

5-Day Biochemical Oxygen Demand

NPDES Permit 30 Day Average Limit is 4 mg/l

NPDES Permit Daily Maximum-10 mg/l

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

Jonesville Monthly Average—2.2 mg/l

Average Percent Removal from the Raw Wastewater—97.8 %

Daily Maximum—4 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—2.1 mg/l

Average Percent Removal from the Raw Wastewater—98.6%

Total Phosphorus

NPDES Permit Limit 1 mg/l Year Round

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

Jonesville Monthly Average—0.30 mg/l

Average Percent Removal from the Raw Wastewater—93.6%

Ammonia Nitrogen

Monthly Average Limit is 0.5 mg/l

Daily Maximum Limit is 2.0 mg/l

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

Jonesville Monthly Average—0.149 mg/l

Average Percent Removal from the Raw Wastewater—99.3%

Jonesville Daily Maximum—0.932 mg/l

Ed Hughes

Jonesville Dept of Public Works

Jun-24

Monthly Report

	Maintenance	Salt	Chloride	Gravel	COLD MIX
STATE HIGHWAYS	0 HR DT 0 HR OT	0 Ton	0 Bag	0 Yd	2 Ton
MAJOR STREETS	0 HR DT 0 HR OT	0 Ton	0 Bag	0 Yd	.0 Ton
LOCAL STREETS	0 HR DT 0 HR OT	0 Ton	0 Bag	0 Yd	0 Ton
PARKING LOTS	0 HR DT 0 HR OT	0 Ton	0 Bag		0 Ton
POLICE STATION	0 HR OT	0 Ton	0 Bag		
FIRE DEPARTMENT	0 HR OT	0 Tons	0 Bag		
DDA SIDEWALKS	0 HR OT				
LDFA	0 HR OT				0 Ton
WATER	0 HR OT 0 HR OT			0 Yd	0 Ton
PARKS	0 HR OT			0 Yds	

Josh Crandell has completed all his CDL class B drivers education and has successfully passed his drivers test!

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

Staff reclaimed our greenspace at the beginning of the North side of our Rail Trail.

Staff responded to an emergency call of a fallen tree in the road on M-99 North.

Staff has been cleaning downtown sidewalks and curbed streets.

Major and Local storm drains were cleaned.

I attended a meeting with staff from our local EDP to discuss interest for the development of the property at 651 Beck Street.

Staff has begun entering data into our EGLE LCR database.

I have been working on all zoning permits and applications.

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

Staff worked on a Miss Dig Ticket to identify an active storm sewer drain that currently goes under the property at 121 Water street.

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

Staff has worked with Rec. Department to maintain all ballfields and grounds through the summer season.

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

Staff trimmed trees at our Industrial Park.

Staff repaired failing storm drains in our Industrial Park.

I tapped my first live water main for a new home on Walnut Street.

Charles Crouch
DPW Superintendent


**CITY OF JONESVILLE
CASH BALANCES**

		June-2024	BANK BALANCE
GENERAL FUND:			
	General Fund Now Checking	101-000-001	0.00
	General Fund ICS	101-000-002	59,850.00
	General Fund CLASS Acct	101-000-007	1,912,609.28
	General Fund Cemetery CLASS Acct	101-000-007.100	102,499.10
	General Fund Alloc of Assets CLASS	101-000-007.200	455,341.33
MAJOR STREETS:			
	Major Streets Now Checking	202-000-001	2,568.38
	Major Streets CLASS Acct	202-000-007	733,276.86
LOCAL STREETS:			
	Local Streets Now Checking	203-000-001	34,745.00
	Local Streets CLASS Acct	203-000-007	1,895,030.31
STATE HIGHWAY:			
	State Highway Now Checking	211-000-001	21,341.92
L.D.F.A.:			
	LDFA Operating Now Checking	247-000-001	2,688.29
	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	3,179,897.33
D.D.A.:			
	DDA Now Checking	248-000-001	15,102.08
	DDA Operating CLASS Acct	248-000-007	109,479.02
SEWER FUND:			
	Sewer Receiving Now Checking	590-000-001	12,589.51
	Sewer Bond & Interest Checking	590-000-001.300	10.00
	Sewer Receiving CLASS Acct	590-000-007	363,652.05
	Sewer Plant Improv. CLASS Acct	590-000-007.200	1,423,445.15
WATER FUND:			
	Water Receiving Now Checking	591-000-001	54,257.73
	Water Receiving CLASS Acct	591-000-007	329,551.04
	Water Plant Improvement CLASS Acct	591-000-007.100	423,633.37
	Water Bond Reserve CLASS	591-000-007.200	53,248.81
	Water RR&I Reserve CLASS	591-000-007.250	44,737.38
	Water Tower Maint CLASS Acct	591-000-007.300	57,433.39
	Water Maint CLASS Acct	591-000-007.400	97,387.85
MOTOR VEHICLE POOL:			
	Motor Vehicle Pool Now Checking	661-000-001	2,083.95
	Equip. Replace CLASS - Police Car	661-000-007.301	59,699.42
	Equip. Replace CLASS - Fire Truck	661-000-007.336	58,050.04
	Equip. Replace CLASS - DPW Equip	661-000-007.463	45.24
	Equip. Replace CLASS - WWTP/Vactor	661-000-007.590	65,576.57
CURRENT TAX:			
	Current Tax Checking	703-000-001	10.00
	Current Tax Savings Account	703-000-002	0.00
PAYROLL FUND CHECKING:			
		750-000-001	2,706.79
GRAND TOTAL			12,072,547.19



MEMORANDUM

TO: City Council

FROM: Jeffrey M. Gray, City Manager 

DATE: July 12, 2024

SUBJECT: Request Closed Session – Periodic Personnel Evaluation

Pursuant to Section 8(a) of the Michigan Open Meetings Act, I am requesting that my performance review be conducted in a closed session of Council. Thank you for your consideration.

State of Michigan
Department of Licensing and Regulatory Affairs
Bureau of Fire Services/Fire Fighter Training Division

FIRE FIGHTERS TRAINING COUNCIL

Hereby certifies that

NATHANIEL D. BAKER

has successfully completed
the requirements for

NFPA 1041 Instructor I Course

meets NFPA 1041, 2019 edition

on April 30, 2024

in accordance with the standards established by
the Fire Fighters Training Council

Stacy L. Robinson

INSTRUCTOR

Robert L. Stokes Jr.

CHAIRMAN

2024-2-30-H07C-0409-565218

CERTIFICATION NUMBER

Kevin J. Sehlmeier

STATE FIRE MARSHAL\DIRECTOR

State of Michigan
Department of Licensing and Regulatory Affairs
Bureau of Fire Services/Fire Fighter Training Division

FIRE FIGHTERS TRAINING COUNCIL

Hereby certifies that

SCOTT R. LUCAS

has successfully completed
the requirements for

NFPA 1041 Instructor I Course

meets NFPA 1041, 2019 edition

on **April 30, 2024**

in accordance with the standards established by
the Fire Fighters Training Council

Stacy L. Robinson

INSTRUCTOR

Robert L. Stokes Jr.

CHAIRMAN

2024-2-30-H07C-0409-553301

CERTIFICATION NUMBER

Kevin J. Sehlmeier

STATE FIRE MARSHAL/DIRECTOR

State of Michigan
Department of Licensing and Regulatory Affairs
Bureau of Fire Services/Fire Fighter Training Division

FIRE FIGHTERS TRAINING COUNCIL

Hereby certifies that

RICHARD L. RIGGS

has successfully completed
the requirements for

NFPA 1041 Instructor I Course

meets NFPA 1041, 2019 edition

on April 30, 2024

in accordance with the standards established by
the Fire Fighters Training Council

Stacy L. Robinson

INSTRUCTOR

Robert L. Stokes Jr.

CHAIRMAN

2024-2-30-H07C-0409-588634

CERTIFICATION NUMBER

Kevin J. Sehlmeier

STATE FIRE MARSHAL/DIRECTOR

State of Michigan
Department of Licensing and Regulatory Affairs
Bureau of Fire Services/Fire Fighter Training Division

FIRE FIGHTERS TRAINING COUNCIL

Hereby certifies that

ADAM ROSE

has successfully completed
the requirements for

NFPA 1041 Instructor I Course

meets NFPA 1041, 2019 edition

on April 30, 2024

in accordance with the standards established by
the Fire Fighters Training Council

Stacy L. Robinson

INSTRUCTOR

Robert L. Stokes Jr.

CHAIRMAN

2024-2-30-H07C-0409-786635

CERTIFICATION NUMBER

Kevin J. Sehlmeier

STATE FIRE MARSHAL/DIRECTOR

State of Michigan
Department of Licensing and Regulatory Affairs
Bureau of Fire Services/Fire Fighter Training Division

FIRE FIGHTERS TRAINING COUNCIL

Hereby certifies that

NICHOLAS X. ONSUREZ

has successfully completed
the requirements for

Fire Fighter I & II/Hazmat Ops

Cadet

meets NFPA 1001, 2019 ed. & NFPA 1072, 2017 ed. including (6.2.1, 6.6.1)

on May 14, 2024

in accordance with the standards established by
the Fire Fighters Training Council

Randy D. Allwardt

INSTRUCTOR

Robert L. Stokes Jr.

CHAIRMAN

2024-2-30-A25E-0122-795521

CERTIFICATION NUMBER

Kevin J. Sehlmeier

STATE FIRE MARSHAL/DIRECTOR

JONESVILLE DISTRICT LIBRARY
Board of Trustees—Regular Meeting

June 17, 2024

Present: Colleen Armey; Carol Betts; Dora Hartnagel; Connie Hutchinson; Laura Orlowski, Director

Absent: Dawn Clements

Guest: Kelly Hodshire

The regular monthly meeting, held at the library, of the Jonesville District Library Board of Trustees was called to order at 6:02 p.m. by President Colleen Armey. There was no public comment.

Kelly Hodshire, of Bailey & Hodshire Accounting, was present to go over the annual audit report. This year's report was again very good. Per the letter from the auditor in which is noted that final budget amendments made at the January, 2024 board meeting were not authorized in the official board minutes, motion was made by Dora Hartnagel and seconded by Armey that efforts will be made to ensure that minutes going forward will include all budget amendments approved by the board. All voted in favor and the motion carried.

Upon review of the minutes of the regular meeting of May 24, motion was made by Connie Hutchinson and seconded by Hartnagel to amend the end of the second paragraph to read: *"Noting recent receipt of a grant of \$1,000.00 from Hillsdale County Community Foundation specific to library programming,* Hartnagel made a motion to amend the budget, changing the 'Library Programs' expense line from \$2,000.00 to \$3,000.00. Betts seconded. With all in favor, motion carried." (Added new language in italics.) This motion to amend passed on a unanimous vote. Carol Betts then made the motion to approve the amended minutes. Armey seconded. All in favor, motion passed.

Director Orlowski presented the treasurer's report in the absence of Treasurer Dawn Clements. There were no items of significance to report. Armey made the motion to accept the treasurer's report. Betts seconded and all voted in favor to pass the motion. Hutchinson moved to authorize payment of the month's bills. Armey seconded. Motion carried with all voting in favor.

For the Director's report, Orlowski was pleased to report that summer reading programs are going very well with record-high numbers of participants. She will be preparing the next newsletter for a July distribution. One Comet program meetings continue, with plans for the next series of activities in development. The Rotary Club used one of the library canopies for Riverfest. Orlowski will be the speaker at the August Rotary Club meeting and will likely focus on the library's 150th anniversary celebration plans for her presentation.

Numerous items of old business were discussed. Trustees Betts, Armey and Hutchinson were administered the oath of office, with Orlowski as witness. Estimates for repairs to the drinking fountain have been sought as modifications to plumbing and electric service will be required for updated equipment. Improvements to the back entrance parking signage were discussed and a new sign was

selected. Orlowski will place the order. Hutchinson will look into acquiring tools for painting the parking spaces. There was a brief review of possible activities to be put in place for the 150th anniversary celebration in the fall. Colors for the new logo design were selected. Friends group will meet on Tuesday, June 18 to further consider plans. Donation plaques project is in process. Inquiries are being made by Orlowski with various elevator and hydraulics businesses as first steps in resolution to the elevator problem. The high cost of Hoopla situation has been officially resolved with that service still available but no longer accessible through One Comet. Orlowski awaits a call back from the city's safety officer (Police Chief Lance) regarding input on safe shelter location in the library in emergency situations. There has been no action yet on acquiring a cell phone for the library.

The annual insurance review and notice of a rise in annual premium was the first item in new business. Deductible was changed from \$500.00 to \$1,000.00. Decker Insurance encourages us to apply again for one of the grants that they make available to clients. JDL's participation in a national program called "1000 Books Before Kindergarten" is in the organizing stage, in collaboration with other area libraries. It may be ready to roll out by September.

The final item of business was a motion made by Hutchinson and seconded by Armev to authorize the levy of 0.9638 mills and submit the 2024 tax rate request form L-4029 to the county clerk's office. All voted in favor and the motion carried.

With no further business, the meeting adjourned at 8:32 p.m.

Respectfully submitted,

Connie Hutchinson, Secretary

Attest: _____

RECEIVED
JUN 20 2024

BY:_____

PROTEC

The Michigan Coalition to Protect Public Rights-of-Way

www.protec-mi.org

PROTEC Fiscal Agent: Michigan Municipal League

Mike Watza, General Counsel

Kitch Attorneys and Counselors; 1 Woodward Ave, Ste. 2400, Detroit, MI 48226

248.921.3888; FAX: 313.965.7403; mike.watza@kitch.com

May 21, 2024

Dear Friends, Colleagues, and Fellow Community Leaders,

For an amazing **28 years**, PROTEC has diligently worked on behalf of local community governments across Michigan to address a variety of rights-of-way issues facing our state, as detailed in PROTEC's 2024 **Annual Report, available online at www.protec-mi.org**.

For many of us here at PROTEC, who have been hip deep in the Legislative, Congressional, Administrative and Judicial trenches daily and, for many of you who have supported our efforts representing Local Community Control and Self Governance of our own ROW through almost three decades, it has often seemed a very "Long and Winding Road". And, it has been. But, it has also been very rewarding.

As we reflect back and, even looking at the challenges we face today, we cannot help but realize how much we have accomplished with our partners and how much better off we all are because of this "community of communities". We have stood up daily to industry members like AT&T, Comcast, Charter, WOW, ITC, DTE, Consumers and others, seeking free and uncontrolled ROW access. Typically Out manned, Out spent, Out politicked, we have endured and, our communities are better off as a result.

We have always had the Truth and the interests of our residents at heart. And so:

- We preserved the right of Local Communities to build and operate their own Municipal Broadband Networks in the 2002 Metro Act and 2005 Telecom Amendments when the industry sought to wipe away those rights, as they accomplished in many other States;
- We also achieved \$20 and now 30+ Millions of new dollars for Telecommunications access to our local ROW in the Metro Act;
- In 2006 and again in 2007, we preserved PEG' Local programming channels and funding as well as Millions of Dollars in General Fund Franchise fees by working in the Legislature, the Courts and Congress;
- We kept the notorious (not so) "small cells" a little smaller.
- We Called out and restored millions in Metro Act underpayments by AT&T;
- We Appealed the numerous and unprecedented 2018/2019 FCC actions seeking to terminate local ROW control and fair market rents in favor of the wireless and cable industries – and those efforts are still ongoing;

- We have worked to prevent industry shifting ROW construction costs from industry onto local communities;
- We routinely call out and resist efforts in the Legislature to exempt industry members from property taxation
- We are currently engaged in defending current cable/video franchise fees and seeking franchise fees from streaming video providers who utilize our ROW much like cable and telecommunications providers

2024 UPDATE

THE DRAMA CONTINUES

Protec works arm in arm on these matters, with all our friends and partners including our 100+ Members, The Michigan Municipal League, Michigan Township Association, Conference of Western Wayne, Michigan Community Media Association, National Association of Telecommunications Officers and Advisors, Telecommunity, International Municipal Lawyers Association, Michigan Association of Municipal Attorneys, Government Law Section of the Michigan State Bar and more. And, we now have a Friendly Majority in Lansing across all branches of state government. This circumstance raises the potential to reverse industry friendly legislation which dramatically reduced both local control and reimbursement of Right of Way costs.

Most recently, the streaming industry has made a bold bid to exempt itself from any share of traditional ROW access related franchise obligations as well as public, education and government (PEG) fees. If they are successful, public access, education and government access channels across the state face a troubling future as traditional cable industry payers are gradually squeezed out of the market by PEG-exempt streaming companies. PEG is the last bastion of local video programming, the last obstacle to the encroachment of a nationwide news desert. And PROTEC and its allies are PEG's best friend.

Here is a list of some of our Accomplishments and the many remaining Challenges

Successes:

Together with our partners, we helped curb State Appropriations laws barring local eligibility for \$2 Billion in BB Grants and, we have successfully held off the Netflix Legislation that would have led to the potential loss of \$100 Million in Annual Municipal Revenues.

Challenges Remaining:

Revising or eliminating the Video Service Act which Limits local control over Cable/Video Services;

Shrinking the industry grip on our ROW via modification or elimination of the "Small Cell Act";

Rewriting the 2012 ZEA Amendment which eliminated local review of significant additions to existing Macro Cell Towers;

Increasing the 22 year old "nickel per foot" cap on fees for locals from the Metro Act;

Addressing the Miss Dig Amendment which eliminated local government immunity for Miss Dig related operations;

Revising the Electric Transmission Line Certification Act which vitiates all local zoning wherever and whenever the industry chooses;

Continue pushing back on new Anti-Local Legislation; and

Reverse City of Taylor v Detroit Edison Co. elevating MPSC Rules over Home Rule and Local ROW control

Broadband

PROTEC fights for community broadband rights. Together with its allies, PROTEC sought and received a revision to an appropriation bill which was designed to keep local governments from receiving any portion of some \$2 billion in federal broadband grants. Now the most underserved communities have access to those funds. But PROTEC and its allies will not stop until all Michigan municipalities have equal rights under broad band law.

PROTEC and its General Counsel are also actively engaged in helping build and develop municipal led Broadband networks across Michigan. If you need help building your own, or working with partners, ask for our help.

See our Annual Report for the details.

The time is now. Join us.

AND THE REST OF WHAT WE DO

- **PROTEC** meets monthly and provides timely updates and lends assistance to communities facing immediate rights-of-way issues.
- **PROTEC** is active daily in monitoring, coalition building and promoting positive Rights-of-Way outcomes in the Courts, the FCC and Congress as well as the Michigan Legislature.
- **PROTEC** increased its social media presence on sites such as Facebook, Twitter and LinkedIn to keep members updated on rapidly changing telecommunication matters

These are just a sampling of issues and efforts that PROTEC has taken on. Our mission throughout Michigan is to coordinate actions that protect local community interests and inform municipal officials of significant developments in public rights-of-way management. PROTEC has taken a proactive approach to the many challenges faced by communities across the state. Now, more than ever, local governments must be diligent in protecting their interests in all rights-of-way issues.

Though we have made great strides in protecting our shared interests, it is crucial to remain committed to these efforts, to protect the gains that have been made, and to continue being a formidable voice in guarding our economic wellbeing.

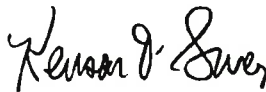
PROTEC relies completely on its members and contributing communities for its sole support. Your contributions allow PROTEC to participate in judicial, legislative and administrative activities, both on the state and federal levels, to protect local governments' rights concerning the use of public rights-of-way by cable, telecommunications, electric, pipeline and other utility industries.

Even after 28 years, PROTEC has no paid staff. Please consider supporting the work of PROTEC by becoming a member or renewing your community's annual membership. Your dues and contributions will help ensure PROTEC has the resources necessary to continue its strong advocacy on behalf of *all* Michigan municipalities.

Respectfully,



Mayor Maureen Miller Brosnan
City of Livonia



Mayor Kenson J. Siver
City of Southfield



Mayor Abdullah Hammoud
City of Dearborn



PROTEC

The Michigan Coalition to Protect Public Rights-of-Way

www.protec-mi.org

Mike Watza, General Counsel

Kitch Drutchas Law Firm; 1 Woodward Ave, Ste. 2400, Detroit, MI 48226

248.921.3888 or 313.965.7983; FAX: 313.965.7403; Mike.watza@kitch.com

June 6, 2024

Membership Dues Notice 2024-25

PROTEC is a nonprofit organization that works to protect local control over public rights-of-way and municipalities' ability to receive fair compensation from telecommunications companies and other users of our ROW and other public property. Please see the attached letter for more information.

If your community would like to renew a current PROTEC membership or become a new member for the fiscal year beginning July 1, 2024, please complete this Application for Membership and send it to the address below, along with the indicated dues payment.

No response or payment is needed if your community does not wish to be a PROTEC member.

Contact Information

Contact person: _____

Title: _____

Email address: _____

PROTEC membership dues are based on population figures as reported in the 2020 Census
(\$.125 per resident, capped at \$12,500).

Jonesville's dues for the fiscal year beginning July 1, 2024 would be: **\$ 272.00**

Please make checks payable to PROTEC and mail to:

PO BOX 7409
ANN ARBOR MI 48107-7409

PROTEC Board of Directors:

Jeremy Romer (313) 943-2035 jromer@ci.dearborn.mi.us

Dawn E. King, (248) 796-5786 dking@cityofsouthfield.com

Michael Fisher (734) 466-2520 mfisher@ci.livonia.mi.us

Fiscal Agent: Michigan Municipal League

Note: A copy of this Application for Membership has been sent to your municipality's Mayor/President/Administrator/Finance Director (as appropriate).