



CITY COUNCIL MEETING AGENDA
JONESVILLE CITY HALL | 265 E. CHICAGO STREET | JONESVILLE, MI
FEBRUARY 19, 2025 - 6:30 P.M.

- 1. CALL TO ORDER / PLEDGE OF ALLEGIANCE / A MOMENT OF SILENCE**
- 2. APPROVAL OF AGENDA** **[Action Item]**
- 3. PUBLIC COMMENTS**
Citizens may address the Council at this time, subject to the Rules for Addressing the City Council. *
- 4. PRESENTATIONS AND RECOGNITIONS**
 - A. None
- 5. COUNCIL MINUTES**
 - A. January 15, 2025 Regular Meeting **[Action Item]**
- 6. BOARD AND COMMISSION MINUTES** **[Action Item]**
 - A. Planning Commission – January 8, 2024 (Guyse)
- 7. PUBLIC HEARING AND SUBSEQUENT COUNCIL ACTION**
 - A. Ordinance No. 224 – Cross Connections **[ROLL CALL][Action Item]**
- 8. UNFINISHED BUSINESS**
 - A. None
- 9. NEW BUSINESS**
 - A. Consider Recommendation – Wright Street Park Phase I Improvements **[Discussion Item]**
 - B. Design Proposal – Sunset View Cemetery Expansion **[Action Item]**
 - C. Award Contract – Water Service Potholing **[Action Item]**
 - D. Sale of Surplus Property **[Action Item]**
 - E. Board Appointment **[Action Item]**
 - F. Resolution 2025-02 – Reimbursement Resolution for DDA Projects **[ROLL CALL][Action Item]**
 - G. 2025 Income and Asset Standards – Property Tax Poverty Exemptions **[Action Item]**
 - H. Fiscal Year 2025-26 Budget Calendar **[Action Item]**
 - I. Resolution 2025-03 – Earned Sick Time Act Policy Amendment **[ROLL CALL][Action Item]**
- 10. ACCOUNTS PAYABLE**
 - A. Accounts Payable for February totalling \$139,696.38 **[Action Item]**
- 11. DEPARTMENT REPORTS**
 - A. Public Safety
 1. Police – Public Safety Director Lance
 2. Fire – Deputy Chief Riggs
 - B. Water/Wastewater Treatment Plant – Superintendent Mullaly
 - C. Department of Public Works – Superintendent Crouch
 - D. Cash Report – Finance Director Spahr
 - E. Zoning Permit Report – Clerk Means
 - F. Cemetery Report – Manager Gray
- 12. ADJOURN**

*** Rules for Addressing the Jonesville City Council (Adopted 11/20/24)**

1. When a person addresses the Council, he or she shall state his or her name and home address.
2. Remarks should be limited to matters before the Council, to Council business or policy, or to issues of general concern that the Council has the authority to recommend or act upon.
3. Persons addressing the Council shall limit their comments to not more than five (5) minutes or other time limit set by the Chair. Persons addressing the Council may have comments presented by other individuals, but may not delegate additional speaking time to others. The Clerk will maintain the official time and notify the speakers when their time is up.
4. Remarks shall be addressed to the Chair in a courteous tone. Persons addressing Council who fail to conduct themselves with decorum may be removed from the meeting at the discretion of the Chair.
5. No person shall have the right to speak more than once unless additional opportunities are granted by the Chair.
6. Council members and staff will generally not respond to audience participation. Matters may be referred by the Council to the City Manager who may also be directed to provide a report at a subsequent meeting or date.



To: Jonesville City Council
From: Jeffrey M. Gray, City Manager 
Date: February 14, 2025
Re: Manager Report and Recommendations – February 19, 2025 Council Meeting

5. Council Minutes [Action Item]

This item is reserved for action on the minutes of the previous Council regular meeting.

6. 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.

PUBLIC HEARING AND SUBSEQUENT COUNCIL ACTION

7. A. Ordinance No. 224 – Cross Connections [ROLL CALL] [Action Item]

This agenda item is reserved for the purpose of hearing public comments on the proposed Ordinance that would amend Chapter 34, Article II, Division 2 of the Code of Ordinances regarding cross connections to drinking water supplies.

A cross connection is an unprotected plumbing connection through which unsanitary water can backflow into drinking water. HydroCorp conducts cross connection inspections on behalf of the City and is recommending some amendments to the City's current cross connection ordinance to update references to EGLE and to add language regarding the testing of backflow prevention devices. Following receipt of public comments, the City Council may consider a motion to approve the Ordinance. A roll call vote is necessary to act on the motion. *Please refer to Ordinance No. 224 and the Notice of Public Hearing.*

UNFINISHED BUSINESS

8. A. None

NEW BUSINESS

9. A. Consider Recommendation – Wright Street Park Phase I Improvements [Discussion Item]

The Planning Commission has been working for the last several months to develop a concept plan for improvements at Wright Street Park that are intended to implement community recommendations from the 2024-28 Recreation Plan. The study has resulted in an overall concept plan for the park, as well as a recommended first phase of construction. The project consultant has developed a first phase that is intended to be competitive for a Michigan Natural Resources Trust Fund (MNRTF) Grant; the Planning Commission acted at their February 12th meeting to recommend that the City Council consider proceeding with a grant application for the first phase of improvements. This agenda item is reserved for presentation of the concept and cost estimate, discussion of the parameters of the grant and local match dollars, and next steps to proceed. No action is required in February, but Council will need to approve a resolution committing to provide grant match dollars at the March meeting if a grant

application is pursued. The project consultant is unable to attend the February meeting, but is available in March if Council desires. *Please refer to the Park Concept Plan and Cost Estimate; project priorities memo; and Phase One Concept and Cost Estimate.*

9. B. Design Proposal – Sunset View Cemetery Expansion [Action Item]

The Cemetery Committee acted at their February 12th meeting to recommend that the City Council approve the attached proposal for services in the amount of \$11,100 to develop a plan for the expansion of the Sunset View Cemetery and design of a potential columbarium structure. The plan is budgeted in the current fiscal year budget. I recommend a motion to approve the proposal for services with Fleis and Vandenbrink in the amount of \$11,100 and authorize the City Manager to execute the same. *Please refer to the attached proposal for services.*

9. C. Award Contract – Water Service Potholing [Action Item]

Sealed bids were opened on February 11th for the “potholing” of approximately 200 locations where the material of a portion of a water service is unknown. The project will involve hydroexcavating with a vactor to expose the water service line at the water main, between the main and the water shutoff, and/or between the shutoff and the building. As indicated in the attached bid summary, five bids were received with the low bid of \$127,460.00 from Duke’s Root Control, Inc. Costs associated with this work are being reimbursed in full by the Technical, Managerial, and Financial Support (TMF) grant that the City was awarded last year. I recommend a motion to award the contract to Duke’s Root Control, Inc. in the amount of \$127,460.00 and authorize the City Manager to execute the necessary contract documents. *Please refer to the Bid Summary and Engineer’s Recommendation.*

9. D. Sale of Surplus Property [Action Item]

Deputy Fire Chief Riggs has determined that the 2008 pump trailer is no longer fit for service and has no functional purpose in fire suppression in the Fire Department. City policy governing the disposal of surplus property requires Council approval where the property value is \$10,000 or more. The typical means of sale of such property would be by listing on an auction website specializing in the sale of municipal equipment. However, staff has received the attached unsolicited proposal from T-Line EV to purchase the trailer for \$20,000. Council may waive the normal sale procedure if it determines a waiver to be in the public interest. I recommend a motion to authorize the sale of the surplus pump trailer with proceeds to be allocated to the Fire equipment reserve. Council’s motion should indicate whether it prefers direct sale to T-Line EV or by open auction. *Please refer to the memorandum from Deputy Chief Riggs, purchase proposal, and Policy governing the sale of surplus City property.*

9. E. Board Appointment [Action Item]

At the January meeting, Council appointed Abe Graves as one of the School’s representatives to the LDFA board. However, Superintendent Weatherwax has since indicated that the recommendation was in error and that the School Board requests that Council consider Ryan Griffiths for the position. I recommend a motion to appoint Ryan Griffiths to replace Abe Graves on the LDFA to serve the remainder of an unexpired term through November of 2027. *Please refer to Mr. Griffith’s Board Application.*

9. F. Resolution 2025-02 – Reimbursement Resolution for DDA Projects [ROLL CALL][Action Item]

The attached resolution has been prepared by the City’s bond counsel to allow reimbursement of eligible costs associated with the Downtown Development Authority (DDA) streetscape and south

parking lot projects. Such costs include engineering and bond preparation costs. While the resolution allows borrowing of up to \$1 million, current construction cost estimates put the City's share of the two projects at just under \$750,000. Those costs will be further refined and may change as the project details are finalized. A motion and roll call vote are needed to approve a resolution. *Please refer to Resolution 2025-02.*

9. G. 2025 Income and Asset Standards – Property Tax Poverty Exemptions [Action Item]

In 2024, Council approved Resolution 2024-03, establishing guidelines that the Board of Review may use in evaluating requests for exemption from the payment of property taxes based on household income. The guidelines establish that income and asset guidelines will follow Federal standards. The attached Exhibit A reflects these Federal standards for 2025. It is recommended that Council consider a motion to affirm that the attached Income and Asset Standards will be used in the consideration of property tax exemption requests during 2025. *Please refer to the attached 2025 Income and Asset Standards.*

9. H. Fiscal Year 2025-26 Budget Calendar [Action Item]

The proposed calendar for the development of the Fiscal Year 2025-26 Budget is attached. The calendar follows a similar time frame as has been utilized in prior years and will assure adoption of a budget prior to the start of the next fiscal year on July 1, 2025. *Please note the planned special meeting on Wednesday, May 7th*; this will assure that a complete draft budget will have been presented to Council prior to May 31st, in accordance with the City Charter. If the draft budget calendar is acceptable to Council, I would recommend a motion to approve it. *Please refer to the draft Fiscal Year 2025-26 Budget Calendar.*

9. I. Resolution 2025-03 – Earned Sick Time Act Policy Amendment [ROLL CALL][Action Item]

This agenda item is reserved for consideration of potential amendments to the City's Sick Leave policies to comply with the Earned Sick Time Act. At the time of the writing of this report, changes to state law granting paid sick leave to more than just full-time employees are scheduled to take effect on February 21st. However, the State House, Senate, and Governor are discussing potential changes to the law to clarify its application to some classes of employees that may take effect prior to February 21st. Staff intends to have a policy that meets the requirements of the law as it exists at meeting time for Council consideration.

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

**JONESVILLE CITY COUNCIL
Minutes of January 15, 2025**

A meeting of the Jonesville City Council was held on Wednesday, January 15, 2025 at the Jonesville City Hall, 265 E. Chicago Street, Jonesville, MI. Mayor Gerry Arno called the meeting to order at 6:30 p.m. Council members present were: Dean Adair II, Chris Grider, Brenda Guyse, George Humphries Jr., Andy Penrose and Annette Sands.

Also present: Manager Gray, DPW Supt. Crouch, Public Safety Director Lance, Deputy Fire Chief Riggs, Finance Director Spahr, Attorney Thompson, WWTP Supt Mullaly, Kevin Collins, Chad and Nicole Benson, Lisa Adair, Dean Adair Sr., Joseph Luna, and Scott Lucas

Annette Sands led the Pledge of Allegiance and moment of silence.

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

Kevin Collins, Hillsdale County Commissioner, provided an update of the Hillsdale County Commission.

A motion was made by Brenda Guyse and supported by George Humphries Jr. to approve the minutes of December 18, 2024. All in favor. Motion carried.

Brenda Guyse made a motion and was supported by Annette Sands to receive the minutes of the Region 2 Planning Commission – November 14, 2024; Planning Commission – December 11, 2024; Downtown Development Authority (DDA) – December 17, 2024; and Local Development Finance Authority (LDFA) – December 18, 2024. All in favor. Motion carried.

A motion as made by Brenda Guyse and supported by Dean Adair II to confirm the appointment of Fire Department Officers as follows; Fire Captain, Joe Luna and Fire Lieutenant, Adam Rose. All in favor. Motion carried.

Brenda Guyse made a motion and was supported by Andy Penrose to accept recommendation from the Jonesville Library Board to re-appoint Colleen Army for a four-year term, a recommendation from the Jonesville Community Schools to appoint Abe Graves to the Local Development Finance Authority (LDFA) to complete Scott Campbell's unexpired term through November 2027, and a recommendation from the Hillsdale County Commissioners to appoint Kevin Collins to the Local Development Finance Authority (LDFA) to replace former Commissioner Steve Lanius for a four-year term. All in favor. Motion carried.

A motion was made by Dean Adair II and supported by Chris Grider to approve Resolution 2025-01 – Board of Review Meeting Dates. Roll Call Vote: Ayes: Andy Penrose, Dean Adair II, Chris Grider, Brenda Guyse, George Humphries Jr., Annette Sands and Gerry Arno. Nays: None. Motion carried.

Brenda Guyse made a motion and was supported by Dean Adair II to set a Public Hearing City Council meeting on February 19, 2025 at 6:30 p.m. for the purpose of amending Ordinance No. 224 – Cross Connection. All in favor. Motion carried.

A motion was made by Dean Adair II and supported by Brenda Guyse to approve the Cross Connection Inspection Contract renewal with HydroCorp in the amount of \$7040.00 in year one and \$7,321.60 in year two. All in favor. Motion carried.

Brenda Guyse made a motion and was supported by George Humphries Jr. to accept the Planning Commission Annual Report and Work Plan as approved by the Planning Commission. All in favor. Motion carried.

A motion was made by Andy Penrose and supported by Brenda Guyse to approve the Accounts Payable for January 2025 in the amount of \$97,842.38. All in favor. Motion carried.

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

Mayor Arno adjourned the meeting at 7:02 p.m.

Submitted by:

Cynthia D. Means
Clerk

Gerald E. Arno
Mayor

**CITY OF JONESVILLE
PLANNING COMMISSION
Minutes of January 8, 2025**

A City of Jonesville Planning Commission meeting was held on Wednesday, January 8, 2025 at the Jonesville Police Department, 116 W Chicago Street, Jonesville, MI. Chair Christine Bowman called the meeting to order at 7:01 p.m.

Present: Christine Bowman, Jim Ackerson, Brenda Guyse, Kayla Thompson, and Ryan Scholfield.

Absent: Ken Koopmans and One Vacancy

Also Present: Jeff Gray, Charles Crouch, and Tim Bowman.

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

A motion was made by Brenda Guyse and supported by Kayla Thompson to approve the agenda as presented. All in favor. Absent: Ken Koopmans and One Vacancy. Motion carried.

There were no corrections to the Minutes of December 11, 2024. All in favor. Absent: Ken Koopmans and One Vacancy. Motion carried.

Tim Bowman thanked the Planning Commission for all of their work with the Wright Street Park Concept Plan.

Rick Stout of Fleis & Vandenbrink was unable to join via virtual meeting. Discussion ensued regarding the Planning Commission's thoughts on priorities for phasing Wright Street Park improvements. After lengthy discussion the Mr. Stout prepared a park layout and cost estimated, based on the "bubble concept" that was approved by the Planning Commission last month. Discussion ensued of the layout, project costs and priorities for potential project phasing. The January Planning Commission meeting will focus on a discussion of project priorities. The priorities are 1). Playground Equipment, 2). Walking Trails, 3). Dog Park, 4). Pavilion, and 5). Improved Parking. This information will be shared with Rick Stout of Fleis & Vandenbrink and discussed further at the February Planning Commission meeting.

A motion was made by Brenda Guyse and supported by Jim Ackerson to adopt the 2024 Annual Report. All in favor. Absent: Jim Koopmans and One Vacancy. Motion carried.

Brenda Guyse made a motion and was supported by Kayla Thompson to adopt the 2025 Work Plan. All in favor. Absent: Ken Koopmans and One Vacancy. Motion carried.

A motion was made by Brenda Guyse and supported by Ryan Scholfield to nominate Christine Bowman, Chair; Kayla Thompson, Vice-Chair; and Jim Ackerson, Secretary. All in favor. Absent: Ken Koopmans and One Vacancy. Motion carried.

Manager Gray provided updates.

The next meeting is scheduled for Wednesday, January 12, 2025 at 7:00 p.m.

The meeting was adjourned at 8:23 p.m.

Submitted by,

Cynthia D. Means
Clerk

**CITY OF JONESVILLE
ORDINANCE NO. 224**

AN ORDINANCE TO AMEND CHAPTER 34, ARTICLE II, DIVISION 2
REGARDING CROSS CONNECTIONS.

THE CITY OF JONESVILLE ORDAINS:

Section 1. Amend Sections 34-41 and 34-42 of the Code of Ordinances to reference the Michigan Department of Environment, Great Lakes, and Energy, as follows:

Sec. 34-41. Rules adopted.

The city adopts by reference the Water Supply Cross Connection Rules of the Michigan Department of Environment, Great Lakes, and Energy being R 325.11401 to R 325.11407 of the Michigan Administrative Code.

Sec. 34-42. City to cause inspections.

It shall be the duty of the city water supply system to cause inspections to be made of all properties served by the public water supply where cross connections with the public water supply is deemed possible. The frequency of inspections and reinspections based on potential health hazards involved shall be as established by the city water supply system and as approved by the Michigan Department of Environment, Great Lakes, and Energy.

Section 2. Amend Sections 34-47 and 34-48 to reference backflow testing requirements of the State of Michigan.

Sec. 34-47. Backflow testing.

All testable backflow prevention assemblies shall be tested initially upon installation, relocation and/or repair to be sure that the assembly is working properly. Subsequent testing of assemblies shall be on an annual basis or as required by the City and in accordance with Michigan Department of Environment, Great Lakes, and Energy requirements. Only individuals that hold an active ASSE 5110 tester's certification shall be qualified to perform such testing. That individual(s) shall certify the results of his/her testing.

Sec 34-48. Division to supplement other codes.

This division does not supersede the state or city plumbing code but is supplementary to them.

Section 3. Publication and Effective Date

This ordinance shall be in force and effect seven (7) days after its publication in a newspaper of general circulation within the City.

YEAS:

NAYS:

ABSENT:

ORDINANCE DECLARED ADOPTED BY THE CITY OF JONESVILLE ON THE _____ DAY OF _____, 2025.

C. A. Penrose, Mayor Pro Tem

Cynthia D. Means, Clerk

CERTIFICATION

I, Cynthia D. Means, being the Clerk of the City of Jonesville, do hereby certify that the foregoing is a true and correct copy of the City of Jonesville Ordinance No. 224, passed on the ____ day of _____, 2025. Further, I certify I caused the same to be published in a newspaper of general circulation within fifteen (15) days after adoption by the City Council of the City of Jonesville, County of Hillsdale and State of Michigan.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this _____ day of _____, 2025.

Cynthia D. Means, Clerk

Ad Preview

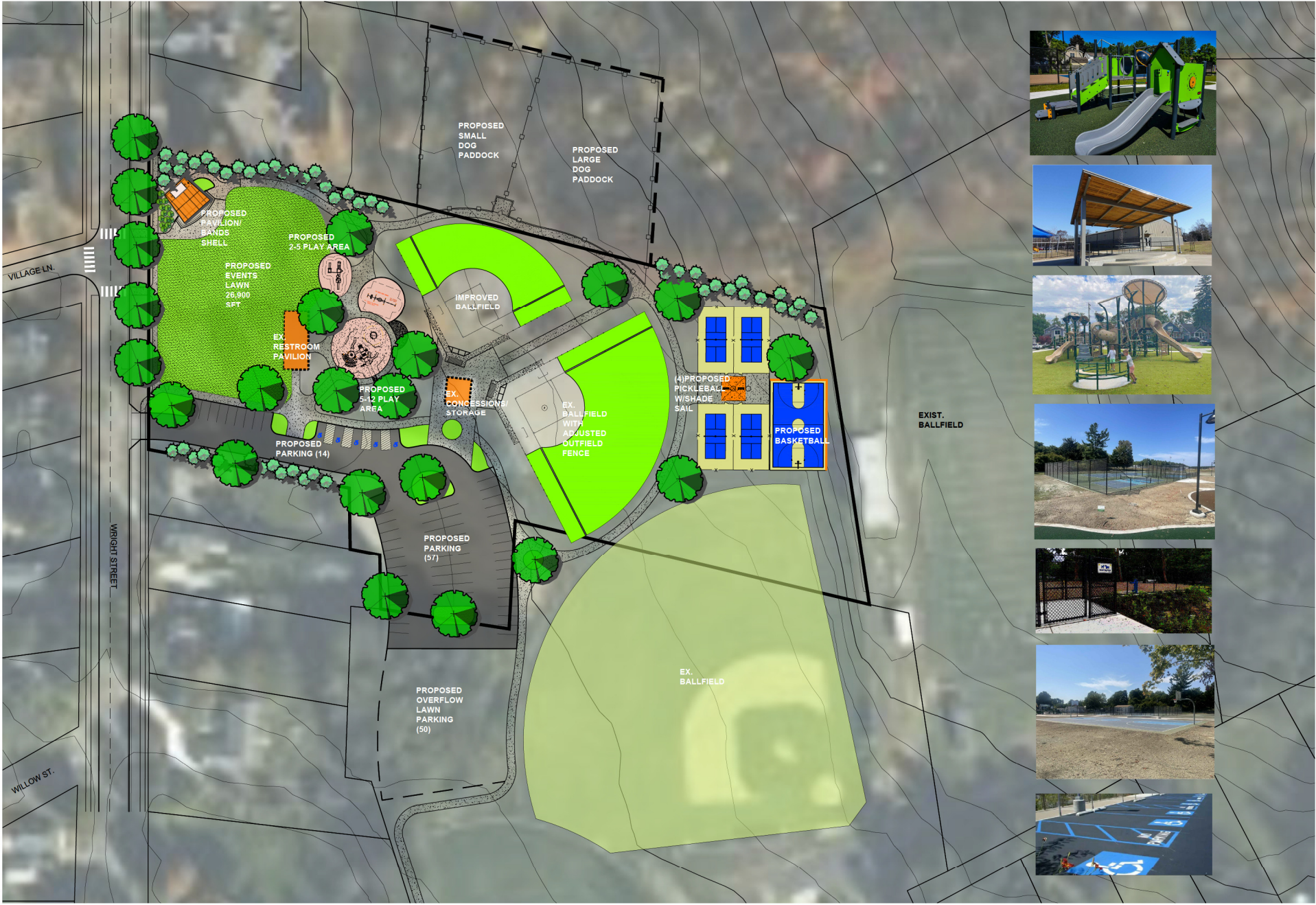
PUBLIC NOTICE CITY OF JONESVILLE NOTICE OF PUBLIC HEARING

The Jonesville City Council will hold a public hearing on Wednesday, February 19, 2025 at 6:30 p.m. at the Jonesville City Hall, 265 E Chicago Street, Jonesville, Michigan, for the purpose of hearing comments on Ordinance No. 224; An Ordinance to amend Chapter 34, Article II, Division 2 Regarding Cross Connections.

Copies of the proposed ordinance are available at City Hall or online at www.jonesville.org. Please submit written comments to City Hall, 265 E Chicago Street, Jonesville, MI 49250 or via email to clerk@jonesville.org no later than February 18, 2025.

Individuals with disabilities requiring auxiliary aids or services should contact the City of Jonesville in writing at the above address or by calling 517-849-2104.

Cynthia D. Means, Clerk
City of Jonesville
10966338



WRIGHT PARK CONCEPT PLAN E 2.02
CITY OF JONESVILLE
12.05.2024

JONESVILLE, VA
 General Contractor
 F&W
 813.277.7100
 813.277.7100

City of Jonesville

Wright Park Master Plan Improvements

Pre-Design Engineer's Estimate of Construction Costs



Project No.: 867640
 By: RWS
 Date: 12/5/2024

ITEM NO.	ITEM DESCRIPTION	UNIT	EST. QTY	UNIT PRICE	ESTIMATED TOTAL
1	Mobilization, Bonds & Insurance	LSum	1	\$120,000	\$120,000
2	Removals	LSum	1	\$25,000	\$25,000
3	Site Grading	LSum	1	\$150,000	\$150,000
4	Aggregate Base, 6 Inch	Syd	5,000	\$14	\$70,000
5	HMA Paving - 3 Inch	Ton	1,000	\$140	\$140,000
6	Storm sewer upgrades	Lsum	1	\$40,000	\$40,000
7	Concrete Curb & Gutter	FT	600	\$30	\$18,000
8	Concrete sidewalk, 4 Inch	SFT	30,000	\$8	\$240,000
9	Site Lighting/Electrical Allowance	Lsum	1	\$60,000	\$60,000
10	Bandshell/ Pavilion	LSum	1	\$400,000	\$400,000
11	Ballfield Improvements - Fencing, infield, Benches	Each	2	\$75,000	\$150,000
12	2-5 Play Area w/ Universal access surfacing	LSum	1	\$175,000	\$175,000
13	5-12 Play Area w/ Universal access surfacing	LSum	1	\$350,000	\$350,000
14	Pickleball Courts - HMA, Color Coating & Nets	Each	4	\$60,000	\$240,000
15	Pickleball Court Lighting	Lsum	1	\$80,000	\$80,000
16	Dog Park Fencing	FT	1,000	\$65	\$65,000
17	Basketball Court - HMA, Color Coating & Hoops	LSum	1	\$40,000	\$40,000
18	Shade sail	LSum	1	\$20,000	\$20,000
19	Benches	Each	6	\$2,000	\$12,000
20	Landscaping- Evergreen and Shade Trees	Each	70	\$700	\$49,000
21	Irrigation	LSum	1	\$40,000	\$40,000
22	Surface Restoration	LSum	1	\$20,000	\$20,000

Construction Subtotal: \$2,504,000

20% Contingencies: \$500,800

Construction Total: \$3,005,000

Engineering: \$511,000

TOTAL PROJECT COST: \$3,516,000



MEMORANDUM

TO: Rick Stout, Fleis and Vandenbrink

FROM: Jeffrey M. Gray, City Manager

DATE: January 10, 2025

SUBJECT: Wright Street Park Plan Priorities

The Planning Commission reviewed Concept E 2.02 at their meeting on January 8th and discussed priorities for the various improvements that are proposed. The Commission identified seven distinct component projects listed as follows, in no particular order:

1. Entertainment Pavilion/Bandshell
2. Playground Improvements
 - a. 2-5 Play Area
 - b. 5-12 Play Area
3. Dog Park
4. Improved Ball Fields
5. New Courts
 - a. Pickleball
 - b. Basketball
6. Improved Parking
7. Walking Trails

The Planning Commission engaged in an exercise to poll priorities amongst these various improvements. The five Planning Commission members in attendance participated, along with three staff members, and a member of the public in attendance at the meeting.

Each participant was given 10 sticky notes to apply as individual “votes” to the seven projects. The votes could be distributed as the participant chose, with each vote representing their view of the priority that should be placed on that particular component. Participants were encouraged to vote for the components that they preferred to see accomplished without regard to perceptions on phasing with other components or construction constraints. They were advised that you could provide that context once you had the opportunity to review their preferences.

The photograph below illustrates the board after the votes were tallied. The circled number represents the vote. The Planning Commission also cross referenced the priorities shown in the Recreation Plan, which described those projects as either an (I)mmediate, (M)edium Term, or (L)ong Term priority. The dollar amounts shown on the board reflect approximate costs, as reflected in your previous estimate; these numbers don’t reflect allocation of mobilization, landscaping, grading or other construction costs

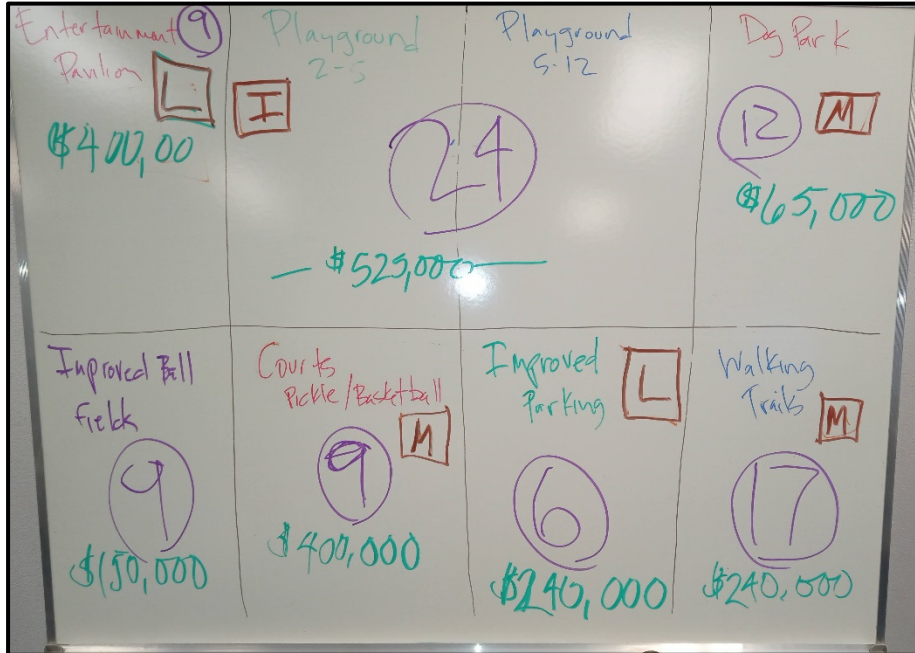
Wright Street Park Plan Priorities

January 10, 2025

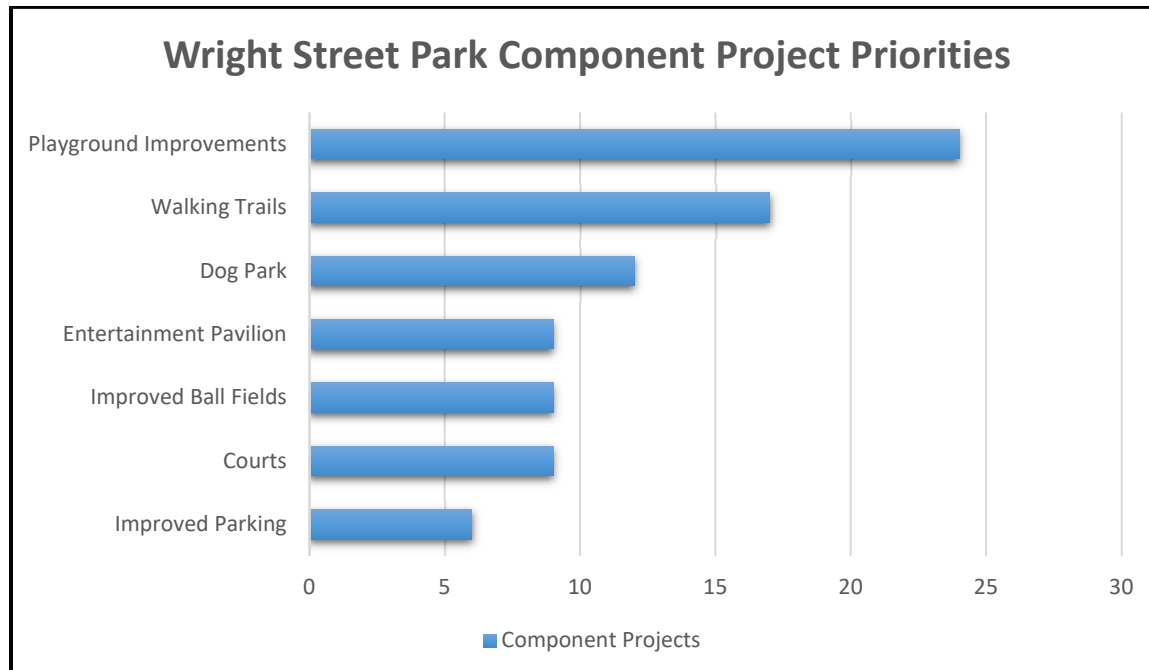
Page 2 of 3

that were distributed throughout the estimate. They were simply used to provide an approximate scale to the respective components.

Priority Voting – January 8th Planning Commission Meeting



With the voting illustrated another way, the priorities were identified as follows:



The Planning Commission will appreciate your guidance on the appropriate phasing and financing of the various improvements in light of these project priorities.

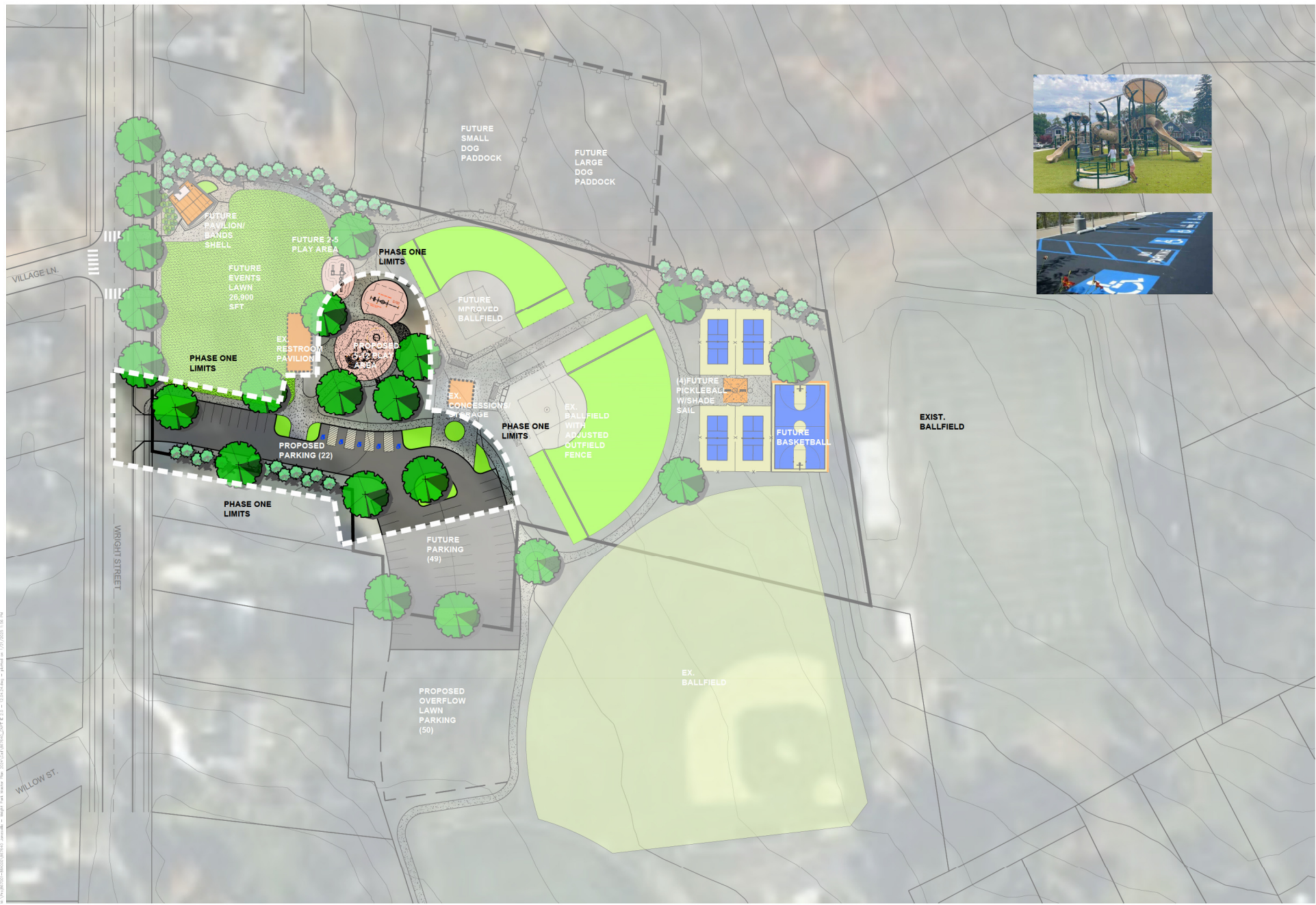
Jonesville Community Schools Football Field

In addition to the discussion on park priorities, I briefed the Planning Commission on my meeting with School Superintendent Erik Weatherwax in reference to the football field that is adjacent and east of the Wright Street Park. The school has recently announced that it has a donor that intends to build a new track and football complex on the high school property.

The land where the current field sits was deeded to the school with the stipulation that if it is no longer used for recreation or educational purposes that ownership would return to the City. The School Board has not determined its intentions with the property, but Superintendent Weatherwax anticipates that it will be probable that the school will not retain ownership of the property. There will be subsequent conversations about certain demolitions that will likely take place, as the main stands and press box have been determined to have certain deficiencies. There are other amenities that will need to be discussed, as well. These include a concession and restroom facility that are currently served with utilities through the school property.

The Planning Commission would appreciate your review of the property for your opinion of its probable use, and whether its addition to the park property would or should change any recommendation about the relationship of improvements to the park property.

Perhaps it would be appropriate to schedule a call or video conference to clarify the Planning Commission discussion and questions.



2000 Lakeside Dr York, ME
 General Inquiries: 603.877.7000
 Fax: 603.877.7005



WRIGHT PARK CONCEPT PLAN E 2.02 - PHASE ONE
CITY OF JONESVILLE
12.05.2024

12/10/2024 10:50:11 AM C:\Users\jonesville\OneDrive\Documents\Projects\Wright Park Concept Plan E 2.02 - Phase One\Drawings\Site Plan.dwg - 12/10/2024 10:50:11 AM

City of Jonesville

Wright Park Master Plan Improvements

Pre-Design Engineer's Estimate of Construction Costs - Phase 1



Project No.: 867640
 By: RWS
 Date: 1/9/2024

ITEM NO.	ITEM DESCRIPTION	UNIT	EST. QTY	UNIT PRICE	ESTIMATED TOTAL
1	Mobilization, Bonds & Insurance	LSum	1	\$40,000	\$40,000
2	Removals	LSum	1	\$10,000	\$10,000
3	Site Grading	LSum	1	\$50,000	\$50,000
4	Aggregate Base, 6 Inch	Syd	4,000	\$14	\$56,000
5	HMA Paving - 3 Inch (Main Drive & ADA Parking)	Ton	300	\$140	\$42,000
6	Concrete Curb & Gutter	FT	600	\$30	\$18,000
7	Concrete sidewalk, 4 Inch	SFT	5,000	\$8	\$40,000
8	5-12 Play Area w/wood Fibar surfacing	LSum	1	\$250,000	\$250,000
9	Landscaping- Evergreen and Shade Trees	Each	30	\$700	\$21,000
10	Surface Restoration	LSum	1	\$10,000	\$10,000

Construction Subtotal: \$537,000
 20% Contingencies: \$107,400
Construction Total: \$644,000

Desing/Construction Engineering: \$128,800
TOTAL PROJECT COST: \$773,000

February 7, 2025

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

RE: Proposal for Professional Services for City of Jonesville Sunset Cemetery Expansion Preliminary Design

Dear Jeff:

Thank you for sharing your vision for your community's expansion needs at the City of Jonesville Sunset View Cemetery with Jeff Wingard. The overview you shared with him was very beneficial to our understanding of the City's goals. The City property is located on Oak Street southeast of E. Chicago (Street US-12) and comprises roughly 5.6 acres, of which 1/3 is currently utilized for existing burial plots.

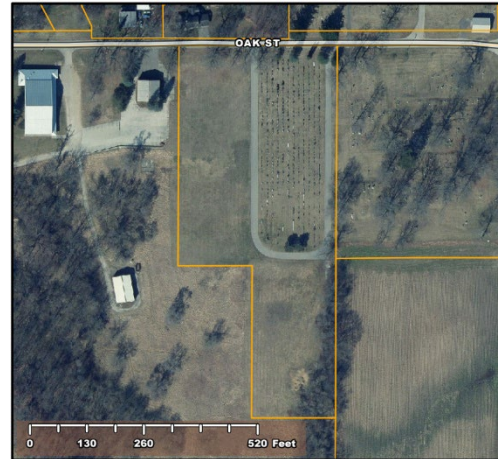
Preliminary elements identified by the City staff are:

- Expansion of future burial plots
- Addition of circulation drives
- Columbarium feature for interment of cremation ashes/urns

The goal is to develop a conceptual master plan that would serve as a basis for outlining capital improvements necessary to expand the cemetery and allow for future plot sales.

SCOPE OF SERVICES

We propose to provide the following services for the master planning of the City of Jonesville Sunset Cemetery are as follows:



TASK A – TOPOGRAPHICAL SURVEY

1. Utilizing parcel split/ boundary mapping from 2022 as a starting point, F&V will prepare a topographical survey in AutoCAD format. The survey will be prepared with a 1-foot contour interval and set appropriate benchmark controls.
2. Obtain existing utility information for electric, gas, telephone, and other relevant utilities.

TASK B – PRELIMINARY DESIGN MASTER PLAN

1. Orientation and Analysis

The project will begin with a kickoff meeting that includes representatives from the City staff, the 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. The topographical survey obtained from Task A will serve as the base plan for master planning.

We will review and photograph all the existing features adjacent to and within the Cemetery. This inventory and analysis will aid us in identifying:

- Utility infrastructure improvement needs that may affect master plan phasing. This will include evaluation of the existing storm drainage, water service, and electrical systems. Improvements must be considered to further evaluate the City's initial capital investment.

2. Preliminary Master Plan & Cost Estimate

F&V will develop a preliminary site plan that programs the needs, such as the expansion of future burial plots, the addition of circulation drives, and columbarium design features for the interment of cremation ashes/urns.

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 the above features. It will include representative photographic examples of major elements to reflect the scale and scope of the respective elements. A 24" x 36" rendered plan sheet will be provided to the City.

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

SCHEDULE

A summary of the anticipated tasks and timeline is below. For the sake of preparing a schedule, it is assumed that a contract for the proposed project will be awarded on or about February 15, 2025.

Task / Description	Schedule
Topographic Survey	March 2025
Orientation & Analysis	April 2025
Preliminary Design and Preliminary Cost Projections	May 2025
Final Master Plan Review and Adoption	June 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. Topographical Survey	\$3,700
B1. Orientation & Analysis	\$1,200
B2. Preliminary Master Plan & Cost Estimate	\$6,200
Tasks A – B2 Proposed Lump Sum Fee	\$11,100

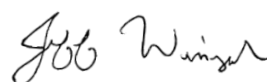
We would be happy to meet and present our teams qualifications in greater detail If desired. If this proposal is acceptable to you, we will prepare our standard professional services agreement for your authorization. We look forward to working with you on the City's continued vision for the cemetery.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

Sincerely,

FLEIS & VANDENBRINK



Rick Stout, LLA
Project Manager



Jeff Wingard, PE
Client Services Manager

AUTHORIZATION TO PROCEED WITH TASKS A & B1-B2 AS OUTLINED ABOVE UNDER THE TERMS AND CONDITIONS OF THE EXISTING GENERAL CONSULTATION SERVICES AGREEMENT DATED 05.20.2022 BETWEEN FLEIS AND VANDENBRINK ENGINEERING AND THE CITY OF JONESVILLE.

Jeff Gray – City Manager

Date

City of Plainwell

City of Jonesville - TMF Grant Water Service Potholing

BID TABULATION



Date 2/11/2025
 PM JSW
 Project No. 866870

Item No.	Item Description	Unit	Estimated Quantity	Engineer's Estimate		Duke's		Plummer's Environmental		All Seasons		National Industrial		Parrish Excavating	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	Mobilization, Bonds, and Insurance, Max 5%	Lsum	1	\$ 10,000	\$ 10,000	\$6,000.00	\$6,000.00	\$5,000.00	\$5,000.00	\$3,000.00	\$3,000.00	\$9,000.00	\$9,000.00	\$13,000.00	\$13,000.00
2	Traffic Control, Max 5%	Lsum	1	\$ 10,000	\$ 10,000	\$5,000.00	\$5,000.00	\$2,500.00	\$2,500.00	\$5,000.00	\$5,000.00	\$9,000.00	\$9,000.00	\$9,514.00	\$9,514.00
3	Remove Pavement	Ea	20	\$ 150	\$ 3,000	\$75.00	\$1,500.00	\$125.00	\$2,500.00	\$45.00	\$900.00	\$225.00	\$4,500.00	\$475.00	\$9,500.00
4	Service Line Potholing and Material Inventory	Ea	380	\$ 300	\$ 114,000	\$203.00	\$77,140.00	\$220.00	\$83,600.00	\$350.00	\$133,000.00	\$350.00	\$133,000.00	\$450.00	\$171,000.00
5	Point #1 Inside Structure Verification	Ea	190	\$ 200	\$ 38,000	\$120.00	\$22,800.00	\$155.00	\$29,450.00	\$50.00	\$9,500.00	\$75.00	\$14,250.00	\$139.00	\$26,410.00
6	Replace Pavement	Ea	20	\$ 500	\$ 10,000	\$400.00	\$8,000.00	\$600.00	\$12,000.00	\$90.00	\$1,800.00	\$225.00	\$4,500.00	\$700.00	\$14,000.00
7	Grass Restoration	Ea	360	\$ 50	\$ 18,000	\$19.50	\$7,020.00	\$6.00	\$2,160.00	\$30.00	\$10,800.00	\$75.00	\$27,000.00	\$59.00	\$21,240.00
Total:				\$ 203,000	\$ 203,000	\$127,460.00	\$127,460.00	\$137,210.00	\$137,210.00	\$164,000.00	\$164,000.00	\$201,250.00	\$201,250.00	\$264,664.00	\$264,664.00
As-Read:															\$264,664.00
Difference:															

RECOMMENDATION OF AWARD

February 12, 2025

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

RE: TMF Grant Water Service Potholing

Dear Jeff:

We have reviewed the bids received on February 11, 2025, for the above referenced project. Five bids were received, and the bid summary is attached. There were no math errors identified.

The low bidder is Duke's Root Control, Inc. with a bid amount of \$127,460.00.

Based on the above information we recommend the City award the TMF Grant Water Service Potholing project for the amount of \$127,460.00 to Duke's Root Control, Inc.

Please feel free to call with any questions.

Sincerely,

FLEIS & VANDENBRINK



Jeff Wingard, P.E.
Project Manager

Enclosure



Memorandum

To: Manager Jeff Gray
From: Deputy Fire Chief Rick Riggs
Subject: Jonesville City Fire Department Pump Trailer
Date: February 14, 2025

Manager Gray:

In January, 2025, I notified Public Safety Director Lance that I removed the 2008 pump trailer from any further fire department use. The trailer, purchased by the city in 2008, is no longer needed by the department. I do not recommend incurring any further costs for repair, maintenance and safety updates to the trailer to keep it in service. The Fouts mini-pumper (Unit 539), purchased in 2021, provides the same functionality as the pump trailer on a mobile platform. The pumping capacity of Unit 539 exceeds that of the pump trailer and contributes to the city's ISO rating, unlike the trailer.

I was recently contacted by Joseph Thomas, T-Line Fire Equipment, Grand Ledge, Michigan, the original sales dealer of the 2008 pump trailer, who expressed interest in purchasing it. T-Line has submitted a sales agreement offering \$20,000 for the pump trailer in its current condition.

For your reference, the original purchase price of the pump trailer in 2008 was \$46,777.00. The asset has been fully depreciated by the city, and as noted, no longer needed. I have reviewed the prices of other similar used pump trailers and have not found a direct comparable as they are typically custom built to the buyer's specification, therefore, it is difficult to know if proceeds from sale on a government auction site will exceed the T-Line offer.

I have forwarded the T-Line sales contract to you for your review and consideration.

Respectfully,

Deputy Fire Chief Riggs



PO BOX 639
Grand Ledge, MI 48837
517-402-7010

Purchase Offer

Date: 2/12/2025

To: City of Jonesville
265 E. Chicago Dr.
Jonesville, MI 49250

T-Line EV LLC is offering \$20,000.00 for your 2008 Draft Trailer.

- This offer is good for 45 days
- T-Line EV LLC acknowledges the unit is being sold "As is" per Michigan law.
- T-Line EV LLC shall be responsible for the removal of vehicle(s)
- Please confirm you have a Michigan title

Buyer:

Signature: Joe Thomas

Title: Vice President of Sales / Operations

Seller:

Accepted by:

Signature: _____

Title: _____ Date: _____



CITY OF JONESVILLE POLICY

Policy: Sale of Personal Property
Adopted by City Council: December 18, 2024 (Resolution 2024-19)
Effective Date: January 2, 2025

The **City of Jonesville Policy Manual** is hereby amended to add the following section.

SALE OF PERSONAL PROPERTY

1. Purpose

This policy is intended to ensure the protection of City assets and to provide guidelines for the proper disposal of City owned personal property that has been found to be obsolete or surplus.

2. Identification of Surplus and Obsolete Property

Where a Department Head has identified property within his or her department that is obsolete or surplus, they shall estimate the fair market value in “as is, where is” condition. Property shall not be deemed obsolete or surplus until it is confirmed that it is also unusable in other City departments. The Department Head shall indicate his or her recommendation for disposal to the City Manager.

3. Disposition of Personal Property

- a. **Methods of disposal.** Personal property may be disposed of by any of the following methods determined by the City Manager to be in the best interest of the City:
 - i. Trade-in for other equipment;
 - ii. Publicly advertised sealed bid sale conducted by the City;
 - iii. Auction conducted by an auction house, governmental auction, online auction, or other publicly advertised event;
 - iv. Sale as scrap;
 - v. Transfer to another government or nonprofit organization;
 - vi. Recycling, salvaging, or junking.
- b. **Substantial value.** Disposal of any item of personal property with an estimated value of \$10,000 or more shall require approval by the City Council.
- c. **Nominal value.** Personal property which a reasonable person would find to be at the end of its useful life and that the cost of disposition exceeds any sales value may be sold, donated, or discarded as deemed appropriate by the City Manager.

- d. **Trash.** Personal property that a reasonable person would find has no value may be discarded as trash by any City employee.

4. Conflict of Interest

City officials and staff are prohibited from acquiring City personal property if they participated in the disposition process.

5. Waivers

- a. The City Council may, in its sole discretion, waive the application of this policy in whole or part, with respect to any particular item of personal property if it determines such waiver to be in the public interest. City Council's approval of the sale of property which does not comply with the terms of this policy shall be considered City Council's waiver of this policy with respect to such property only.
- b. The City Council may, in its sole discretion, waive the requirements of this policy and allow the sale of personal property to City employees that was issued to them for the performance of their job duties. Said equipment may include computing devices wiped of City software, data, and peripherals; apparel; law enforcement firearms; and similar property that has no other use to the City or cannot be issued to another employee.

**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.)

LDFA as School Representative

1. Name Ryan Griffiths 2. Occupation Business Owner

3. Employer self-employed 4. Email address rgriffiths@jonesvilleschools.org

5. Home Address [REDACTED]
Street City Zip

6. Home Telephone [REDACTED] 7. Business Phone 517 - 849 - 2632

8. Length of residency in Jonesville 43 yrs.

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

Jonesville Community School Board

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.)

Several Years as a business owner of several companies and ability to foster growth of finances and infrastructure

2-12-2005
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

2025-02

REIMBURSEMENT RESOLUTION

City of Jonesville
County of Hillsdale, State of Michigan

Minutes of the regular meeting of the City Council of the City of Jonesville, County of Hillsdale, Michigan, held on Monday, the 19th day of February, 2025, at 6:30 p.m., prevailing Eastern Time.

PRESENT: Members _____

ABSENT: Members _____

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

WHEREAS, the City of Jonesville, County of Hillsdale, State of Michigan (the "City"), intends to issue capital improvement bonds in the principal amount of not to exceed One Million Dollars (\$1,000,000) (the "Bonds"), for the purpose of paying the cost of acquiring and constructing capital improvements in the City, including streetscape and trailhead improvements and parking lots, including all appurtenances and attachments thereto (the "Project"); and

WHEREAS, the City intends at this time to state its intentions to be reimbursed from proceeds of the Bonds for any expenditures undertaken by the City for the Project prior to issuance of the Bonds.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City may incur expenditures for the Project prior to receipt of proceeds of the Bonds and may advance moneys for that purpose from funds available to the City or the Downtown Development Authority of the City of Jonesville (the "DDA"), to be reimbursed from proceeds of the Bonds when available. The City makes the following declarations for the purpose of complying with the reimbursement rules of Treas. Reg. § 1.150-2 pursuant to the Internal Revenue Code of 1986, as amended:

- (a) The City reasonably expects to reimburse itself or the DDA with proceeds of the Bonds for certain costs of the Project which were paid or will be paid from funds of the City of DDA subsequent to sixty (60) days prior to today.
- (b) The maximum principal amount of debt expected to be issued for the Project, including issuance costs, is \$1,000,000.
- (c) A reimbursement allocation of the capital expenditures described above with the proceeds of the Bonds will occur not later than 18 months after the later of (i) the date on which the expenditure is paid,

or (ii) the date the Project is placed in service or abandoned, but in no event more than three (3) years after the original expenditure is paid. A reimbursement allocation is an allocation in writing that evidences the City's use of the proceeds of the Bonds to reimburse the City or the DDA for a capital expenditure made pursuant to this resolution.

2. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

AYES: Members _____

NAYS: Members _____

RESOLUTION DECLARED ADOPTED.

Cynthia D. Means, City Clerk

I hereby certify that the attached is a true and complete copy of a resolution adopted by the City Council of the City of Jonesville, County of Hillsdale, State of Michigan, at a regular meeting held on February 19, 2025, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976 and that minutes of the meeting were kept and will be or have been made available as required by said Act.

Cynthia D. Means, City Clerk

43341238.1/045610.00016

CITY OF JONESVILLE
2025 POVERTY EXEMPTION GUIDELINES

EXHIBIT A

The City of Jonesville has adopted the following standards for the 2025 year, for a household to be eligible for a poverty exemption. Below are the maximum household income and asset standards for size of family.

<u>Size of Family</u>	<u>Poverty Guidelines</u>
1	\$ 15,060
2	\$ 20,440
3	\$ 25,820
4	\$ 31,200
5	\$ 36,580
6	\$ 41,960
7	\$ 47,340
8	\$ 52,720
any add'l persons	\$ 5,380

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

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

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

CITY OF JONESVILLE

2025 – 2026 BUDGET CALENDAR

Friday, February 28, 2025	Finance Director - Distribute budget packages to Department Heads
Friday, March 28, 2025	Budget requests due to Finance Director by Department Heads
Friday, March 28, 2025	Budget Narratives due to Finance Director by Department Heads
March 31 - Apr 2, 2025	Finance Director - Compile department requests for review with City Manager
April 3 - 7, 2025	City Manager/Finance Director - meet to discuss department requests
April 8 - 17, 2025	City Manager/Finance Director - meet with Department Heads
Wed, April 16, 2025	Schedule special Council meeting for Wednesday, May 7, 2025
Friday, April 18, 2025	Finance Director - Put together information for Budget Committee
April 21 – 30, 2025	City Manager/Finance Director - Meet with Budget Committee
Thursday, May 1, 2025	Finance Director - Put together budget information for Council meeting
Wed, May 7, 2025	Special Council Meeting Budget Session covering: <ul style="list-style-type: none">Local StreetsMajor StreetsState HighwayMotor Vehicle PoolDebt Service
May 8 – May 14, 2025	Finance Director - Adjustments based on May 7th Council and Budget Committee Recommendations
Thursday, May 15, 2025	Finance Director - Put together budget information for Council meeting
Wed, May 21, 2025	Regular Council Meeting Budget Session covering: <ul style="list-style-type: none">General FundDDAL DFASewer FundWater Fund
Wed, May 21, 2025	Set public hearing date for Wednesday, June 18, 2025
May 22 – June 11, 2025	Finance Director - Adjustments based on May 21st Council and Budget Committee Recommendations
Thursday, June 12, 2025	Finance Director - Put together budget information for Council meeting
Wed, June 18, 2025	Regular Council Meeting – Final Budget Discussions (as necessary) Public Hearing – Set budget and ad-valorem mill levy [Resolution(s)]

02/20/2025

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
AMERICAN COPPER & BRASS, LLC	CITY HALL EXIT SIGNS	138.60
	WRIGHT ST PARK REPAIRS	93.25
	WRIGHT ST PARK REPAIRS	(93.25)
		138.60
APPLIED INNOVATION	CITY HALL COPIER MAINTENANCE	50.42
	CITY HALL COPIER MAINTENANCE	58.93
		109.35
AT&T	LOCAL/LONG DISTANCE	1,053.15
AUGUST ENVIRONMENTAL SERVICES	SIND PRETREATMENT PROGRAM TESTING	17,489.00
BAKER, VICKI/B & B CLEANING,	CITY HALL/JPD/JFD CLEANING SERVICES	610.00
BRINER OIL CO., INC.	MVP - BULK TANK	184.95
	DPW/WWTP/JPD - GASOLINE	615.46
	JFD - GASOLINE	126.60
	MVP = BULK TANK	261.50
	MVP - OIL	586.30
	MVP - BLUE DEF	72.43
	JFD - GASOLINE	81.57
	JPD/MVP - GASOLINE	159.99
	MVP - BULK TANK	401.40
		2,490.20
BUGBEE PAUL	UB refund for account: 000521-03	2.56
BUTTERS EXCAVATING & LAWN CARP	CEMETERY MAINT/SEXTON SERVICES	3,741.67
CAPITAL ONE	WALMART - SUPPLIES/REPAIRS/DECORATIONS	790.44
	WALMART - SUPPLIES/REPAIRS	604.83
		1,395.27
CINDY'S MECHANIC SERVICE, LLC	MVP - SERVICE TRUCK 3	162.80
	MVP - SERVICE TRUCK 8	162.80
		325.60
CLEAR VIEW B.R. LLC	CITY HALL/JPD - OUTSIDE WINDOW CLEANING	40.00
CMP DISTRIBUTORS, INC.	JPD - VESTS/LANCE & ROSE	1,848.00
COLOSSUS, INC/DBA INTERACT PU	JPD - SOFTWARE MAINTENANCE	3,882.75
COMPASS MINERALS AMERICA	SALT	3,457.48
	SALT	3,399.37
		6,856.85
CONSUMERS ENERGY	500 IND PKWY SPRINKLER METER ELECTRICITY	31.61
	598 IND PKWY SPRINKLER METER ELECTRICITY	29.08
	100 DEAL PKWY SPRINKLER METER ELECTRICITY	34.12
	WATER TOWER ELECTRICITY	115.70
	CITY HALL SECOND FLOOR ELECTRICITY	28.28
	CITY HALL ELECTRICITY	211.18
	JPD ELECTRICITY	190.61
	JFD ELECTRICITY	286.73
	DDA - METERED PARKING LOT LIGHT ELECTRICITY	39.18
	CARL FAST PARK ELECTRICITY	180.35
	WRIGHT ST PARK ELECTRICITY	34.45
	RADIO TOWER ELECTRICITY	41.72
	WWTP ELECTRICITY	6,123.16
	DPW BUILDING ELECTRICITY	325.92
	FREEDOM MEMORIAL ELECTRICITY	48.69
	JFD - EMERGENCY SIREN ELECTRICITY	43.59
	IRON REMOVAL PLANT ELECTRICITY	1,391.78
	500 IND PKWY SPRINKLER METER ELECTRICITY	32.18
	598 IND PKWY SPRINKLER METER ELECTRICITY	29.64
	100 DEAL PKWY SPRINKLER METER ELECTRICITY	35.19
	WATER TOWER ELECTRICITY	109.42
	CITY HALL SECOND FLOOR ELECTRICITY	28.69
	CITY HALL ELECTRICITY	213.15
	JPD ELECTRICITY	189.67
	JFD ELECTRICITY	279.13
	DDA - METERED PARKING LOT LIGHT ELECTRICITY	40.75
	FAST PARK ELECTRICITY	568.60
	WRIGHT ST PARK ELECTRICITY	35.51
	WWTP ELECTRICITY	6,078.03

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
	DPW BUILDING ELECTRICITY	413.95
	RADIO TOWER ELECTRICITY	41.86
	FREEDOM MEMORIAL ELECTRICITY	52.74
	DDA - UNMETERED PARKING LOT LIGHT ELECTRICITY	36.30
	CITY-WIDE STREETLIGHT ELECTRICITY	1,242.37
	DOWNTOWN/STREETSCAPE LIGHT ELECTRICITY	517.42
	CITY-WIDE LED STREETLIGHT ELECTRICITY	1,927.45
	CEMETERY ELECTRICITY	39.30
		21,067.50
CROUCH ELECTRIC, LLC	WWTP - SLUDGE PUMP REPAIRS	2,516.56
	DPW BUILDING - DOOR OPENER ELECTRICITY	718.00
	JPD/JFD/RADIO TOWER GENERATOR SERVICE KITS	338.93
		3,573.49
CURRENT OFFICE SOLUTIONS	JPD COPIER MAINTENANCE	35.94
DETROIT AIR COMPRESSOR COMPAN	WWTP - GAS LIFTER	5,014.22
DRAKE JERRY	UB refund for account: 000859-00	360.84
ELHORN ENGINEERING COMPANY	WATER - SUPPLIES	674.00
ENMET, LLC	WWTP - REPAIRS	175.00
FERRIS STATE UNIVERSITY EYE	CJPD - PRE-EMPLOYMENT SCREENING	195.00
FIRST NATIONAL BANK OMAHA	SUPPLIES/MME MEMBERSHIP/MME CONFERENCE	1,858.86
	SUPPLIES/REPAIRS/TRAINING/DECORATIONS/ETC	2,468.95
	OFFICE SUPPLIES/CONFERENCES/REPAIRS	561.06
	ZOOM MEMBERSHIP	15.99
	CLERK - MAMC MEMBERSHIP RENEWAL	100.00
		5,004.86
FLEIS & VANDENBRINK ENG, INC.	WATER - TMF GRANT SERVICES	658.00
	WATER - TMF GRANT SERVICES	1,925.75
	WRIGHT ST PARK CONCEPT PLAN	3,400.00
		5,983.75
GANNETT MICHIGAN LOCALIQ	NOTICE - MARCH BOARD OF REVIEW	62.40
	NOTICE - ORDINANCE 223	58.80
		121.20
GREENMARK EQUIPMENT	MVP - SNOW BLOWER REPAIR	68.85
HENRY FORD JACKSON OCC HEALTH	JPD - PRE-EMPLOYMENT PHYSICAL	240.00
HILLSDALE COUNTY TREASURER	2023 TAX BILLBACK	470.97
HOWELLS MECHANICAL SERVICE	INJFD - HEATER REPLACEMENT	9,398.00
HYDROCORP, INC	WATER - COMMERCIAL CROSS CONNECTION PROGRAM	568.00
	WATER - RESIDENTIAL CROSS CONNECTION PROGRAM	504.00
		1,072.00
IDEXX DISTRIBUTION CORP.	WATER - OPERATING SUPPLIES	3,947.88
JACKSON, CITY OF	JPD TRAINING CONSORTIUM	299.51
JONESVILLE HARDWARE	SUPPLIES/REPAIRS	1,107.96
JONESVILLE LUMBER	WEST ST - STREET SIGN INSTALLATION	16.78
JONESVILLE, CITY OF	CITY HALL WATER/SEWER	52.95
	JPD WATER/SEWER	52.95
	JFD WATER/SEWER	61.37
	DPW WATER/SEWER	49.83
	WWTP WATER/SEWER	142.92
	WRIGHT ST PARK WATER/SEWER	39.70
		399.72
KEN STILLWELL FORD-MERCURY, I	JPD - REPAIRS/19 FORD	2,641.12
LISKA, MICHELLE L, MSW, LMSW,	JPD - PRE-EMPLOYMENT SCREENING	500.00
LOVINGER & THOMPSON, P.C.	LEGAL FEES	562.50
MACNLOW ASSOCIATES	JPD - TRAINING/HYDE	275.00
MERIT LABORATORIES	WWTP - TESTING	408.00
MICHIGAN GAS UTILITIES	IRON REMOVAL PLANT GAS SERVICE	267.60
	JPD GAS/HEAT SERVICE	161.07
	WWTP GAS/HEAT SERVICE	3,060.59
	JFD GAS/HEAT SERVICE	435.07
	CITY HALL GAS/HEAT SERVICE	196.23
	GAS LIGHT SERVICE	63.61
	DPW BUILDING GAS/HEAT SERVICE	302.51
		4,486.68

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
MOTOROLA SOLUTIONS, INC	JPD - NEW RADIO	4,818.81
MULLALY, SHAWN	CONFERENCE MILEAGE	197.40
	JOINT EXPO MILEAGE	55.50
		252.90
MY-LOR, INC	JFD - SUPPLIES	57.21
NORM'S AUTO-JONESVILLE	JPD - TIRE REPAIRS/19 FORD	58.50
	MVP - ZERO-TURN TIRE TUBE	21.91
		80.41
ODELL RONALD	UB refund for account: 000807-28	33.65
PENROSE, ANDY	R2PC MEETING MILEAGE	60.71
PERFORMANCE AUTOMOTIVE	SUPPLIES/REPAIRS	935.36
PM DOORS, LLC	DPW BUILDING OVERHEAD DOOR OPENERS	3,075.00
POSTMASTER	POSTAGE - WATER/SEWER BILLS	359.75
POWERS CLOTHING, INC.	DPW WINTER GEAR/WWTP SHIPPING/JPD UNIFORMS	339.65
	JFD - UNIFORM SHIRTS	63.00
		402.65
PRIORITY ONE EMERGENCY, INC	JPD - UNIFORMS	457.42
ROCHNA KELLEIGH	UB refund for account: 000149-00	2.23
ROTHENBERGER CO., INC.	WATER SERVICE REPAIR	3,556.00
SHARE CORPORATION	DPW - GLOVES	238.40
	WWTP - GLOVES	267.48
		505.88
SLR CONSULTING & EDUCATION	LIJFD - FIRE OFFICER I COURSE	4,800.00
STOCKHOUSE CORPORATION	JPD - BUSINESS CARDS/ROSE	62.00
THE HARTFORD	JFD - VOLUNTEER FIREFIGHTER INSURANCE	740.00
TRACTOR SUPPLY CREDIT PLAN	WWTP/WATER - SUPPLIES/REPAIRS	304.79
TRI STATE EQUIPMENT CO	MVP - CUTTING EDGE/TRUCK 2 PLOW	627.85
UNIFIRST CORPORATION	WWTP UNIFORM RENTAL	48.44
	MVP - SHOP TOWELS	17.25
	WWTP UNIFORM RENTAL	48.44
	CITY HALL/JPD FLOOR MATS	35.25
	WWTP UNIFORM RENTAL	40.53
	MVP SHOP TOWELS	17.25
	WWTP UNIFORM RENTAL	40.53
	WWTP UNIFORM RENTAL	95.87
	MVP SHOP TOWELS	17.25
		360.81
UNIQUE PAVING MATERIALS CORP	COLD PATCH	126.88
USA BLUEBOOK	WWTP - SUPPLIES	145.85
UTILITY SERVICE CO, INC	WATER TOWER CONTRACT	9,155.96
VC3, INC.	EXCHANGE ONLINE - FEB 2025	104.00
	CLOUD PROTECTION - FEB 2025	52.00
	EXCHANGE ONLINE - JAN 2025	104.00
	CLOUD PROTECTION - JAN 2025	52.00
		312.00
VERIZON WIRELESS	JPD/WWTP/DPW-CELL PHONES/RADIO TOWER/JPD/JFD-MODEM:	378.49
	Total:	139,696.38

Jonesville Police Department

116 West Chicago Road
Jonesville, Michigan. 49250

911 Police Service Administration (517) 849-2101

FAX (517) 849-2520

ACTIVITY SUMMARY FOR JANUARY 2025

Total reports written: 29
Fraud/Bad Checks: 0
Assault and Battery: 0
Larceny Other: 0
Theft from Motor Vehicle: 0
OWID: 0
Retail Fraud: 4
Intimidation/Stalking: 0
Damage to Property: 0
Non-Violent Domestic: 0
Driving Law Violations: 4
Obstructing Justice: 0
Public Roadway Accidents: 4
Private Property Accidents: 2
Other Arrests: 2 (warrants, traffic-DWLS/Revoked, etc.)
Civil Matter/Family Disputes: 0
Traffic Policing: 1
Medical Emergency: 4
Open Door: 1
Trespass: 0
Lost and Found Property: 0
Suspicious Situations: 2
General Assistance: 7
Traffic/Moving Violations: 12
Warrants Received from Prosecutor: 4



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

Runs for the January 2025

Run	Members	Date	Type of call	Location	City	Fayette	Scipio	Mutual	Training
1	4	1/4/2024	Fire Disregard	3600 W Carelton Rd				X	
2	5	1/5/2025	PI Accident	Half Moon Lk Rd/E Ball Rd		X			
3	5	1/7/2024	CO Alarm	425 Evans St.	X				
4	9	1/8/2025	Trainings	Hose lays and loads					X
5	7	1/8/2025	MVA	Adrian St/Maumee St	X				
6	7	1/9/2025	Assist Medical	517 Evans St	X				
7	5	1/10/2025	PI Accident	1655 W MOORE RD		X			
8	7	1/10/2025	Structure Fire	2175 BLACKMER DR		X			
9	4	1/14/2025	Fire Disregard	260 Gaige St (Martinrea)	X				
10	5	1/14/2025	Trainings	260 Gaige St					X
11	8	1/14/2025	Structure Fire	4031 Halfmoon Lake Rd		X			
12	5	1/16/2025	Assist Medical	117 West St APT#204	X				
13	7	1/16/2025	Gas Leak	200 N wolcott st				X	
14	4	1/18/2025	Wires Down	419 West ST	X				
15	6	1/20/2025	Structure Fire	107 E Main St				X	
16	6	1/20/2025	Fire Disregard	10 E Lynwood Blvd				X	
17	9	1/22/2025	Sta 5 Equipment Inspections	Station 5					X
18	9	1/23/2025	Accident Disregard	440Adrain St	X				
19	6	1/25/2025	Station Stand By	5440 W. Hallet Rd				X	
20	5	1/26/2025	Station Stand By	450 E Chicago St	X				
21	6	1/29/2025	MVA	Wright St. & US-12	X				

Year Total Type of Call

City	Fayette	Scipio	Mutual
9	4	0	5
Training			
3			

Total for January 21
 Total for the Year 21

Monthly Calls

	City	Fayette	Scipio	Mutual	Training	Totals
January	9	4	0	5	3	21
February	0	0	0	0	0	0
March	0	0	0	0	0	0
April	0	0	0	0	0	0
May	0	0	0	0	0	0
June	0	0	0	0	0	0
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	9	4	0	5	3	21

MONTHLY OPERATING REPORT

January 2025

SUBMITTED: February 11, 2025

WATER FLOW

MAXIMUM	185,000
MINIMUM	116,000
AVERAGE	154,000
TOTAL	4.789 MG

WASTEWATER FLOW

MAXIMUM	260,900
MINIMUM	210,900
AVERAGE	235,300
TOTAL	7.2943 MG

CALLOUTS: No Callouts.

OPERATION & MAINTENANCE

The plant was in compliance with the NPDES permit limitations during the month of January 2025.

The Wastewater Plant Laboratory processed 130 Bacteria tests, 34 Nitrate tests and 9 Nitrite tests in January 2025. **Totaling \$3,460.00.** The annual totals to date are 130 Coliform Bacteria, 34 Nitrates, and 9 Nitrites. **Totaling \$3,460.00** for 2025.

Our MAHL sampling and PFAS sampling at Martinrea, K&K Tannery, Murphy St., West St. and at the Wastewater Treatment Plant is nearing completion. We are currently taking sludge samples from our storage tanks to finish out the sampling/testing requirements.

Rick and Shawn attended the Waste Water Administrators Conference in Frankenmuth. Topics covered included updates from EGLE, population/revenue, digital transformation/SCADA, community outreach/education/internships, safety committee formation, sewer improvement planning and project finance and funding.

The first of two of our Xylem processed water pumps at the waste water plant is out for warranty repair/replacement.

Denton Kelley installed the new Netzsch primary sludge pump. We now have two pumps alternating in operation, enabling us to pump sludge from the primary clarifier to the sludge digester. These pumps are vital in the primary stages of our sludge handling process.

5-Day Biochemical Oxygen Demand

NPDES Permit 30 Day Average Limit is 25 mg/l

NPDES Permit Daily Maximum-30 mg/l

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

Jonesville Monthly Average—2.3 mg/l
Average Percent Removal from the Raw Wastewater—98.3 %
Daily Maximum—3 mg/l

Total Suspended Solids

NPDES Permit Limit is 30 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—2.5 mg/l
Average Percent Removal from the Raw Wastewater—98.3%
Daily Maximum—4 mg/l

Total Phosphorus

NPDES Permit Limit 1 mg/l Year Round

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

Jonesville Monthly Average—0.70 mg/l
Average Percent Removal from the Raw Wastewater—84.0 %

Ammonia Nitrogen

Monthly Average Limit is Report Only

Daily Maximum Limit is Report Only

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—0.040 mg/l
Average Percent Removal from the Raw Wastewater—99.8%
Jonesville Daily Maximum—0.098 mg/l

Rick Mahoney/Shawn Mullaly

City of Jonesville DPW Monthly Report

January 2025

I coordinated the removal of overgrowth at MDOT water right of way at West end of Oak Street.

Staff and I have been responding to MISS DIG tickets.

Staff and I continue along the winter salting/plowing season! We had 11 salting occurrences putting down over 150 tons of road salt across state, major and local road ways. Including parking lots.

Staff and I performed routine maintenance on 3 of the city's stand buy generators.

Staff and I help residents with discolored water coming into their home.

Staff and I worked on a residential service line replacement along with Rothenburger Company who directional bored the new copper line into the hose.

Staff and I cleaned debris from all storm drains to combat a late January thaw.

Staff and I trimmed multiple trees around the city.

Staff and I completed the yearly maintenance on our city's large equipment.

City Hall Staff and I met with F&V Engineer Jeff Wingard on the city's TMF grant to discover unknown water services.

Staff and I worked some on the DPW break room and bathroom, also put a fresh coat of paint on the walls.

Staff and I continue to work with residents assisting them with water shut-offs so they can make internal repairs to there plumbing as needed.

Staff and I have been assisting residents with other individual water concerns like low flow issues and high usage issues.

Staff has been installing Cold Patch on our City's local streets, majors and state highway.

Staff has been picking up discarded Christmas trees at the road side.

I responded to a middle of the night accident on Maume St. that took out a fire hydrant and a Consumers power pole.

Staff replaced damaged fire hydrant from accident on Maume St. along with road signs.

Staff and I replaced multiple damaged street signs around town that had been recently discovered damaged.

Staff cleaned tree debris from road side on Murphy Street.

I planned a water education class for staff and I that will take place the first week in February along with a EGLE webinar.

I had new local mobile large tuck mechanic trouble shoot trucks 3,8 for engine code lights.

Charles Crouch
DPW Superintendent

**CITY OF JONESVILLE
CASH BALANCES**

	January-2025	BANK BALANCE
GENERAL FUND:		
General Fund Now Checking	101-000-001	0.00
General Fund ICS	101-000-002	50,644.70
General Fund Fire Insurance Escrow	101-000-002.100	15,520.90
General Fund CLASS Acct	101-000-007	2,197,577.01
General Fund Cemetery CLASS Acct	101-000-007.100	105,547.79
General Fund Alloc of Assets CLASS	101-000-007.200	468,884.88
MAJOR STREETS:		
Major Streets Now Checking	202-000-001	66,453.68
Major Streets CLASS Acct	202-000-007	694,244.44
LOCAL STREETS:		
Local Streets Now Checking	203-000-001	9,129.32
Local Streets CLASS Acct	203-000-007	806,368.20
STATE HIGHWAY:		
State Highway Now Checking	211-000-001	14,315.85
L.D.F.A.:		
LDFA Operating Now Checking	247-000-001	3,347.64
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	3,564,628.88
D.D.A.:		
DDA Now Checking	248-000-001	12,089.48
DDA Operating CLASS Acct	248-000-007	98,229.39
SEWER FUND:		
Sewer Receiving Now Checking	590-000-001	62,894.38
Sewer Bond & Interest Checking	590-000-001.300	10.00
Sewer Receiving CLASS Acct	590-000-007	375,305.52
Sewer Plant Improv. CLASS Acct	590-000-007.200	1,465,876.42
WATER FUND:		
Water Receiving Now Checking	591-000-001	53,453.53
Water Receiving CLASS Acct	591-000-007	494,170.89
Water Plant Improvement CLASS Acct	591-000-007.100	436,012.38
Water Bond Reserve CLASS	591-000-007.200	67,416.43
Water RR&I Reserve CLASS	591-000-007.250	56,640.39
Water Tower Maint CLASS Acct	591-000-007.300	59,111.69
Water Maint CLASS Acct	591-000-007.400	100,233.46
MOTOR VEHICLE POOL:		
Motor Vehicle Pool Now Checking	661-000-001	12,175.17
Equip. Replace CLASS - Police Car	661-000-007.301	61,478.54
Equip. Replace CLASS - Fire Truck	661-000-007.336	59,779.99
Equip. Replace CLASS - DPW Equip	661-000-007.463	46.60
Equip. Replace CLASS - WWTP/Vactor	661-000-007.590	67,530.85
CURRENT TAX:		
Current Tax Checking	703-000-001	37,652.42
Current Tax Savings Account	703-000-002	357,304.95
PAYROLL FUND CHECKING:		
	750-000-001	2,318.86
GRAND TOTAL		12,376,394.63

ZONING PERMIT REPORT

2024

<u>NAME</u>	<u>ADDRESS</u>	<u>APPROVED/DENIED</u>	<u>USE</u>	<u>DATE</u>
Becca Covey	126 Drayton Street	Approved	Fence/Privacy/6'	1/10/2024
Eddie Lynch	413 West Street	Approved	Fence/Privacy/6'	3/7/2024
Allison Stockford	444 Evans Street	Approved	Fence/Privacy/6'	3/8/2024
Keith Wasnich	130 Walnut Street	Approved	New Building/House	3/19/2024
Chad McOscar	218 Harley Street	Approved	Fence/Picket/6'	4/2/2024
Biggby Coffee	503 E Chicago Street	Approved	Sign/Wall	4/15/2024
Dennis Tesch	669 Langs Drive	Approved	Storage Building	4/18/2024
Tractor Supply Co.	710 Olds Street	Approved	Addition to Existing Building	5/6/2024
Jacob Brown	452 Evans Street	Approved	Fence/Privacy/6'	5/20/2024
Micky Dwyer	218 West Street	Approved	Addition to Existing Building/Front Porch	5/20/2024
Steve Marovich	419 Evans Street	Approved	Deck/Side of House	5/30/2024
James Gochanour	212 Harley Street	Approved	Fence/Privacy/6'	5/31/2024
Dawn Labo	302 Strait Court	Approved	Fence/Privacy/6'	5/31/2024
Elizabeth Tillery	115 Walnut Street	Approved	Fence/Privacy/6'	6/7/2024
Joe Gittings	660 Craig Street	Approved	Addition to Building/Covered Porch	6/11/2024
Tractor Supply Co.	710 Olds Street	Approved	Sign/Wall	6/13/2024
Jim Leising	411 Seneca Street	Approved	Addition to Building/Front Porch	6/17/2024
Michael Spahr	411 DeWitt Street	Approved	Storage Building	6/18/2024
Travis Henson	353 Jonesville Road	Approved	Addition to Building/Front Porch w/Roof	6/26/2024
Performance Auto	490 Olds Street	Approved	Sign/Pylon	6/28/2024
Paul Scriptor	312 Reading Avenue	Approved	Addition to Building/Front Porch	7/2/2024

<u>NAME</u>	<u>ADDRESS</u>	<u>APPROVED/DENIED</u>	<u>USE</u>	<u>DATE</u>
Annette Sands	205 Hillcrest Court	Approved	Storage Building	8/19/2024
Richard Horen	136 Walnut Street	Approved	Two Storage Buildings	8/8/2024
Brittany Bragg	308 Case Strete	Approved	Fence/Chain Link/4'	8/26/2024
DH Roberts	222 Water Street	Approved	Addition to Building	9/18/2024
Farmers Insurance	107 Olds Street, Suite 3	Approved	Sign/Wall	9/23/2024
Lancaster Glass	317 W Chicago Street	Approved	Fence for Dumpster	10/14/2024
America's Best Inn	516 W Chicago Street	Approved	Sign/Free Standing	10/17/2024
Heritage Lane	117 West Street	Approved	Sign/Wall	10/31/2024
AT&T Cell Tower	531 Industrial Parkway	Approved	Additional Antenna	11/14/2024
Mark Schneider	224 Bowman Street	Approved	Addition to Building/Two Rooms	11/21/2024



**SUNSET VIEW CEMETERY ACTIVITY REPORT
JANUARY 2025**

	Lot Sales*	Interments				Foundations Purchased	Burial Rights Transfers	Disinterments
		Adult	Child	Infant	Cremation			
January	0	0	0	0	0	0	0	0
February	1	1	0	0	0	0	0	0
March	0	1	0	0	0	3	0	0
April	1	2	0	0	2	0	0	0
May	4	2	0	0	1	0	0	0
June	0	0	0	0	3	1	0	0
July	1	1	0	0	0	1	0	0
August	0	2	0	0	0	2	0	0
September	0	0	0	0	0	4	0	0
October	1	1	0	0	2	2	0	0
November	0	1	0	0	1	0	0	0
December	0	1	0	0	0	1	0	0
2024 Totals	8	12	0	0	9	14	0	0
January	0	1	0	0	0	0	0	0
2025 Totals	0	1	0	0	0	0	0	0

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

January/February Focus:

- Expansion Planning

March/April Focus:

- Spring cemetery clean up