



CITY COUNCIL MEETING AGENDA
JONESVILLE CITY HALL | 265 E. CHICAGO STREET | JONESVILLE, MI
APRIL 16, 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. March 18, 2025 Joint Meeting [Action Item]
 - B. March 19, 2025 Regular Meeting [Action Item]
- 6. BOARD AND COMMISSION MINUTES** [Action Item]
 - A. Economic Development Partnership of Hillsdale County – November 14, 2024 (Gray)
 - B. Region 2 Planning Commission – January 9, 2025 (Penrose)
 - C. Citizenship Committee – March 12, 2025 (Guyse/Penrose/Sands)
- 7. PUBLIC HEARING AND SUBSEQUENT COUNCIL ACTION**
 - A. Resolution 2025-10 – PA 198 Industrial Facilities Tax Exemption Certificate, 3D Plastics, LLC d/b/a Triple Diamond Plastics [ROLL CALL][Action Item]
- 8. UNFINISHED BUSINESS**
 - A. None
- 9. NEW BUSINESS**
 - A. City Facility and Street Usage – Riverfest [Action Item]
 - B. Wastewater Treatment Plant Pump Replacement [Action Item]
 - C. Police Patrol Vehicle Equipment [Action Item]
 - D. Cemetery Sexton Services Agreement [Action Item]
 - E. Board and Commission Appointments [Action Item]
 - F. Set Special Meeting – FY 2025-26 Budget [Action Item]
 - G. Set Public Hearing – Ordinance No. 225 – Municipal Civil Infractions [Action Item]
 - H. Riverfest Weekend Yard and Garage Sale Permit Waiver [Action Item]
 - I. Resignation – Hillsdale County Materials Management Plan Committee [Information Item]
- 10. ACCOUNTS PAYABLE**
 - A. April 2025 Totalling \$131,908.32 [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. 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: April 11, 2025
Re: Manager Report and Recommendations – April 16, 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. Resolution 2025-10 – PA 198 Industrial Facilities Tax Exemption Certificate, 3D Plastics, LLC d/b/a Triple Diamond Plastics, [ROLL CALL][Action Item]

The subject of the hearing is an Industrial Facilities Tax Exemption Certificate Application from 3D Plastics, LLC, doing business as Triple Diamond Plastics. The company has submitted the application under Public Act 198 of 1974, as amended. Triple Diamond Plastics has purchased the property located at 530 Industrial Parkway and is making an investment of \$2.4 million in the facility. The project will create forty new jobs. Granting the exemption would not substantially impede the operation of the City or impair the financial soundness of any affected taxing unit.

Resolution 2025-10 is the subsequent action item related to the public hearing. Pursuant to Public Act 198 of 1974, as amended, the resolution provides for a 50% abatement of real property taxes on the investment for a 12-year term. The City has established a strong pro-business climate and supported the full benefit of Industrial Facility Tax Exemption Certificates allowed by law to local industrial companies. The Certificate is intended to promote economic growth, increase capital investment, and reduce unemployment. I recommend approval of Resolution 2025-10. A roll call vote is required. *Please refer to draft Resolution 2025-10, Application for Industrial Facilities Tax Exemption Certificate, and Notice of Hearing.*

UNFINISHED BUSINESS

8. A. None

NEW BUSINESS

9. A. City Facility and Street Usage - Riverfest [Action Item]

The 2025 Riverfest will take place on May 16th through the 18th in Downtown. Zack Bigelow, Riverfest Committee Chair has submitted the attached request for use of Carl Fast Park and various City streets. Zack will be in attendance to discuss the event and to answer Council questions. Public Safety and DPW staff have reviewed and are comfortable with the proposed street closures, which will be reduced from last year to only Park Street and the first block of Wright Street. The Riverfest Committee has been

asked to supply a Certificate of Liability Insurance for the event that names the City as an additional insured. A motion is necessary to approve the use of City facilities, as proposed, and to consent to the Director of Public Safety and Chief of Police to execute Traffic Control Order 2025-01. *Please refer to the attached request and Traffic Control Order 2025-01.*

9. B. Wastewater Treatment Plant Pump Replacement

[Action Item]

Superintendent Mullaly indicates in the attached memorandum that one of the two sludge pumps is malfunctioning and in need of replacement. A quote in the amount of \$16,253.00 from Kerr Pump and Supply is also attached. I support Superintendent Mullaly's recommendation that the purchasing policy be waived, as the vendor has provided this type of equipment previously and is the only supplier for this particular model and manufacturer of pumps. *Please refer to the memorandum from Superintendent Mullaly and quote for the replacement pump.*

9. C. Police Patrol Vehicle Equipment

[Action Item]

As indicated in the attached memorandum for Public Safety Director Lance, Cynergy Products has provided a quote to equip the 2025 Ford Interceptor patrol vehicle in the amount of \$19,659.57. The company has previously provided competitive quotes for this service and been awarded this work by the City. As they have previously provided the best value and reliable workmanship and customer service, I support Director Lance's request that the City Council waive the purchasing policy and award the contract to Cynergy Products. *Please refer to the memorandum from Director Lance, quote for equipment, graphics, and installation, and graphics package illustration.*

9. D. Cemetery Sexton Services Agreement

[Action Item]

The Cemetery Committee met and acted at their April 9th meeting to recommend that the City Council approve a new two-year agreement with the Cemetery Sexton, Tyler Butters/Butters Excavating. Tyler is proposing an increase in the annual charge for mowing and leaf services from the current \$36,500 to \$38,200. There would be no change to burial charges, foundations, or other customer services. Tyler has done an outstanding job in care and maintenance of the cemetery, as well as customer service. I recommend Council consider a motion to accept the Cemetery Committee recommendation and approve a two-year contract, retroactive to April 1st. *Please refer to the proposed services agreement.*

9. E. Board and Commission Appointments

[Action Item]

Applications have been received for three board vacancies. The Cemetery Committee and Planning Commission have both met and acted to recommend the appointments to their boards. The Zoning Board of Appeals meets infrequently and has not met since applications were received. The following appointments are recommended:

Cemetery Committee: Rachel Kiehn – appoint for the remainder of an unexpired term through November of 2025.

Planning Commission: Chad Benson – appoint for the remainder of an unexpired term through November of 2027.

Zoning Board of Appeals: Nicole Benson – appoint for the remainder of an unexpired term through November of 2026.

One motion may be taken to make the respective appointments. *Please refer to the attached applications for appointment.*

9. F. Set Special Meeting – FY 2025-26 Budget

[Action Item]

I recommend a motion to schedule the special meeting of Council for the first budget session for Wednesday, May 7, 2025 at 6:30 p.m. in the Jonesville City Hall. The session is expected to cover Local and Major Streets, State Highway, Motor Vehicle Pool, and Debt Service. A motion is necessary to set the special meeting date. *Please refer to the previously approved budget calendar.*

9. G. Set Public Hearing – Ordinance No. 225 – Municipal Civil Infractions

[Action Item]

In most instances, the Police Department is able to accomplish enforcement of property maintenance and nuisance codes through personal visits and voluntary compliance. Unfortunately, some instances require additional penalties to motivate compliance. The Code of Ordinances and Zoning Ordinance both state that the penalty for noncompliance is a Municipal Civil Infraction, or issuance of a ticket with a fine. However, the City has not adopted an ordinance authorizing these infractions, leaving more costly and time-consuming court orders as the only remaining option to achieve compliance. The attached ordinance was prepared by legal counsel for the purpose of establishing Municipal Civil Infractions in the City. It is recommended that Council consider a motion to set a public hearing for Wednesday, May 21, 2025 at 6:30 p.m. at the Jonesville City Hall for the purpose of considering comments on adoption of the ordinance. *Please refer to Ordinance No. 225.*

9. H. Riverfest Weekend Yard and Garage Sale Permit Waiver

[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 Thursday, May 15, 2025 and Sunday, May 18, 2025. Riverfest 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 excerpt of the Code of Ordinances.*

9. I. Resignation – Hillsdale County Materials Management Plan Committee

[Information Item]

Councilmember Chris Grider was appointed the City's representative to the Hillsdale County Materials Management Plan Committee at the December 18, 2024 City Council meeting. Council Member Dean Adair II was named the alternate City representative. Councilmember Grider's resignation from the Committee is attached for Council's information. *Please refer to the resignation email correspondence.*

Correspondence:

- Continuing Education Certificates – Mullaly (2) and Baker

**Economic Development Boards
Special Joint Meeting
DDA and LDFA PA 57 Informational Meeting
Minutes of March 18, 2025**

Present: Council: Andy Penrose, Brenda Guyse, Chris Grider, George Humphries Jr., and Annette Sands.

DDA: Abe Graves, Rick Jenkins, and Joe Ruden.

LDFA: Rick Schaerer, Kevin Collins, Victor Face and Ryan Griffiths.

PC: Christine Bowman, Jim Ackerson, Ken Koopmans and Ryan Schofield.

ZBA: Todd Shroats.

Also Present: Manager Gray

Manager Gray called the meeting to order at 6:30 p.m.

Effective January 1, 2019, the State of Michigan adopted new public informational meeting Requirements that effect both DDA and the LDFA. This meeting is reserved for the first of two required updates in the 2025 calendar year from the DDA and LDFA regarding recent development projects and near-term priorities.

Rick Schaerer, LDFA Chairman, gave an update on recent LDFA accomplishments for projects Which include creating an entrepreneurial Park Development, workforce and training support and housing development support. The LDFA supports the Economic Development Partnership of Hillsdale County and provide funds to the City to help maintain water fee increases for City Residents. The LDFA promoted business recruiting and property marketing for the Interdyne building and the Hillsdale Tool building.

Manager Gray gave a DDA update on recent development projects and they are as follows: Façade Improvement Grants for Jilly Beans Too and Powers Clothing, Tagline and Logo Contest and the Road Diet and Streetscape Project for US-12 and M-99. The DDA supports the city fall display, downtown park and decorations and Christmas in Jonesville.

Christine Bowman, Planning Commission Chairwoman, gave an update on recent Planning Commission accomplishments for projects which include Stoll Metal Sales with an 8,100 square foot addition, Key Opportunities – housing and supportive services, and Riverview Flats – redevelopment of the former Klein Tool building, a Highway Commercial Zoning Study was completed and a Recreation Plan for Wright Street Park improvements and Carl Fast Park improvements.

Todd Shroats, Zoning Board of Appeals Chairman, gave an update on recent ZBA approvals which included a setback variance for a garage on Walnut Street.

Andy Penrose, Mayor Pro Tem of City Council, provided information for the Citizen of the Year Event scheduled on April 15, 2025 at 7:00 P.M.

Manager Gray provided updates for the West Street reconstruction project and City-wide water service replacement that includes 290 services with the assistance from a TMF Grant. The Economic Development Strategy was presented, outlining the city's Priorities, Actions, Partners and Future.

The meeting adjourned at 7:18 p.m.

Submitted by,

Cynthia D. Means
Clerk

Jeffrey M. Gray
Manager

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

**JONESVILLE CITY COUNCIL
Minutes of March 19, 2025**

A meeting of the Jonesville City Council was held on Wednesday, March 19, 2025 at the Jonesville City Hall, 265 E. Chicago Street, Jonesville, MI. Mayor Pro Tem Andy Penrose called the meeting to order at 6:30 p.m. Council members present were: Dean Adair II, Brenda Guyse, George Humphries Jr., and Annette Sands. Absent: Gerry Arno and Chris Grider.

Also present: Manager Gray, DPW Supt. Crouch, Public Safety Director Lance, Asst. Fire Chief Riggs, Finance Director Spahr, WWTP Supt Mullaly, Lisa Adair, Robert Socha, Christine Bowman, Kevin Collins, Lucas Sparks, David Betz and Scott Lucas.

George Humphries Jr. led the Pledge of Allegiance and moment of silence.

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

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

Christine Bowman, Planning Commission Chairperson, spoke to Council in support of Resolution 2025-04 – Authorizing Michigan Department of Natural Resources Trust Fund Program Grant Application for the purpose of development of park improvements at Wright Street.

A motion was made by Brenda Guyse and supported by Dean Adair II to approve the minutes of February 19, 2025. All in favor. Absent: Gerry Arno and Chris Grider. Motion carried.

Annette Sands made a motion and was supported by Brenda Guyse to receive the minutes of the following: Downtown Development Authority – 2/11/25; Cemetery Committee – 2/12/25; Planning Commission – 2/12/25; Local Development Finance Authority – 2/19/25 and Citizenship Committee - 2/27/25. All in favor. Absent: Gerry Arno and Chris Grider. Motion carried.

A motion was made by Brenda Guyse and supported by George Humphries Jr. to approve Resolution 2025-04 – Authorizing Michigan Department of Natural Resources Trust Fund (MNRTF) Grant. Roll Call Vote: Ayes: Dean Adair II, Brenda Guyse, George Humphries Jr., Annette Sands and Andy Penrose. Nays: None. Absent: Gerry Arno and Chris Grider. Motion carried.

Annette Sands made a motion and was supported by Dean Adair II to set a Public Hearing for April 16, 2025, 6:30 p.m. at City Hall, 265 E Chicago Street, Jonesville, MI for the purpose of acting on the Industrial Facilities Tax Exemption Certificate for 3D Plastics, LLC. All in favor. Absent: Gerry Arno and Chris Grider. Motion carried.

A motion was made by Brenda Guyse and supported by Dean Adair II to award the contract to Curbco Sweeping Inc. in the amount of \$3,714.69 per sweep and authorize the City Manager and DPW Superintendent to execute the necessary contract documents. All in favor. Absent: Gerry Arno and Chris Grider. Motion carried.

Dean Adair II made a motion and was supported by Brenda Guyse to authorize the City Manager to provide letters indicating Council support of the BEAD (Broadband Equity, Access, and Deployment Program) applications from Comcast, DMCI Broadband, Brightspeed and Strategic Management for the purpose of the internet providers having the opportunity to seek grant funding to extend infrastructure into underserved areas. Robert Socha of DMCI Broadband spoke in support of the letters. All in favor. Absent: Gerry Arno and Chris Grider. Motion carried.

A motion was made by Brenda Guyse and supported by Annette Sands to approve with recommendation from the Citizenship Committee Resolution 2025-06 – Youth Citizen of the Year to Emily Toner. Roll Call Vote: Ayes: Dean Adair II, Brenda Guyse, George Humphries Jr., Annette Sands and Andy Penrose. Nays: None. Absent: Gerry Arno and Chris Grider. Motion carried.

Brenda Guyse made a motion and was supported by Dean Adair II to approve with recommendation from the Citizenship Committee Resolution 2025-05 – Citizen of the Year to Tim Bowman. Roll Call Vote: Ayes: Dean Adair II, Brenda Guyse, George Humphries Jr., Annette Sands, and Andy Penrose. Nays: None. Absent: Gerry Arno and Chris Grider. Motion carried.

A motion was made by Annette Sands and supported by George Humphries Jr. to approve Resolution 2025-07 – Support Congressionally Directed Spending Request Service Line Replacements and Water System Improvements. Roll Call Vote: Ayes: Dean Adair II, Brenda Guyse, George Humphries Jr., Annette Sands and Andy Penrose. Nays: None. Absent: Gerry Arno and Chris Grider. Motion carried.

Brenda Guyse made a motion and was supported by George Humphries Jr. to approve Resolution 2025-08 – Amend Employee Handbook – Sick Leave. Roll Call Vote: Ayes: Dean Adair, Brenda Guyse, George Humphries Jr., Annette Sands, and Andy Penrose. Nays: None. Absent: Gerry Arno and Chris Grider. Motion carried.

A motion was made by Annette Sands and supported by Brenda Guyse to approve Resolution 2025-09 – Iron Removal Plant Driveway. City staff has been working with the Michigan Department of Transportation (MDOT) and Key Opportunities to retain access to the Iron Removal Plant driveway, while also accommodating a new private roadway to access the proposed Key Opportunities housing development. Roll Call Vote: Ayes: Dean Adair II, Brenda Guyse, George Humphries Jr., Annette Sands, and Andy Penrose. Nays: None. Absent: Gerry Arno and Chris Grider. Motion carried.

Brenda Guyse made a motion and was supported by Dean Adair II to authorize payment in the amount of \$23,030.00 to the State of Michigan for the Maumee Street Construction Project. All in favor. Absent: Gerry Arno and Chris Grider. Motion carried.

The Fiscal Year 2025 six-month budget comparison (July 1, 2024 - December 31, 2024) was presented to Council.

A motion was made by George Humphries Jr. and supported by Brenda Guyse to approve the Accounts Payable for March in the amount of \$86,469.85. All in favor. Absent: Gerry Arno and Chris Grider. Motion carried.

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

Mayor Pro Tem Penrose adjourned the meeting at 7:41 p.m.

Submitted by:

Cynthia D. Means
Clerk

C. A. Penrose
Mayor Pro Tem

Economic Development Partnership of Hillsdale County
Minutes of Regular Meeting
November 14, 2024

Board Members Present: Kelly Hodshire, Kym Blythe, Don Germann, Doug Ingles, Greg Moore, Sally Clark, Wanda White, Corey Parker, David Mackie, Jeff Gray, Sam Fry, John Condon, Ron Griffith, Nicole Benson

Board Members Absent: Rick Schaerer, Vicki Morris, Tony Samon, Chris Poling, JJ Hodshire

Staff: Susan Smith, Annette Sands

Call to Order: 8:00 a.m.- Don Germann

- Motion by Greg Moore to approve agenda
Support by Sally Clark, unanimously approved
- Motion by David Mackie to approve September 2024 Minutes
Support by John Condon, unanimously approved
- Motion by John Condon to replace board member Kelly LoPresto from the BPU with Sam Fry, Marketing and Economic Developer of City of Hillsdale,
Support by Kelly Hodshire, unanimously approved
- Motion by Jeff Gray to approve Treasurer's Report
Support by Greg Moore, unanimously approved
- Motion by David Mackie to approve the Director's Report
Support by Jeff Gray, Unanimously approved

Treasurer's Report: Consisted of an overview of the EDP's current fiscal year 2024-2025, income and expenses. Current net income is \$100,303, expenditures at \$86,130 with a net Revenue of a positive \$17,193 due to reimbursements of contract work provided. This is very good position for the EDP to be in especially this time of year, as the capital campaign has recently gone out.

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

- Lean Rocket lab fellows Entrepreneurial Program has completed, very successful with additional cohorts for next two years.
- Project comet update, hope to close by end of the year
- Successful Manufacturing Day- over 150 students, multiple businesses and mfg panel. Thank you
- Robotics and Healthcare collaborative very active
- Three D Plastics, LLC
- Hillsdale Exchange Club presentation
- Hillsdale city Council – workforce housing
- Business Support
- Jonesville Council

- *EDP Community Engagements- CEO Council, CAA, HH, CNB, Key Opp., Region II, Referrals from Trine University Internships, Hiring Event, WCA Board of Directors, Jonesville Planning Commission, Jonesville City Council*

Round Table Discussion:

- Sally Clark- Still working on Going Pro and IWT implementation
- Wanda White- White Machine is steady, would like to see an increase in business
- Don Germann- CNB is seeing Home Equity, debt consolidation, commercial loans, and new mortgages. New office will be opening in Lansing soon, Portage office is doing well.
- Corey Parker- Michigan Gas Utilities is working hard to insure system stability for all customers, with the increase in demand response.
- David Mackie- Aldi's coming along, planning to open in March or April. Keefer Hotel, making progress with hopes to open Mid 2025. Three Meadows housing project passed. College Hotel project moving forward with utilities to be run to property in 2025, with construction in 2026. It is projected to offer 158 rooms, conference space and restaurant. Resignation of Mayor Stockford, as he has moved out of city
- John Condon- Hallet Street bridge issue is being addressed and will be fixed. Attended ISD Advisory Committee meeting in regards to Mechatronics.
- Greg Moore- Hillsdale County will be part of a pilot for underground lines, in hopes to assist in goal for reduction of outages. Legislation passing battery storage project, which has located into Branch. Data center energy increased, use of AI there has been a robust need of energy. Being in Lane Duck session, waiting to see what happens with economic solar power acquisition.
- Jeff Gray- changes with election, Annette Sands, Dean Adair are new on City Council, Andy Penrose has been reelected. They will all meet with the mayor next week for orientation. Early voting mandate has created extra work for workers, but it is being shared among county representatives. Many long days. Projects happening in Jonesville, Stoll Construction will be expanding with an 8000sq ft addition. Completion of storm, sewer, road reconstruction project West, East, Liberty and Franklin street. US 12 is scheduled next year, for road diet and remodel of roadway landscape.
- Sam Fry- working with EDP & EGLE for 221 Industrial. 37 McCullom will be awarded funding from MEDC for renovations excited for new businesses in Hillsdale. St Joe café, pizza place and coffee roaster.
- Kelly Hodshire –working on completing audits and hopefully a break before tax season.
- Nicole Benson- update on the power plant property, park grant to redo where pool used to be will be going out to bid, and working on housing projects.

Adjournment: 8:55 a.m.- Don Germann

Respectfully submitted,

Annette Sands

Region 2 PLANNING COMMISSION

Serving Hillsdale, Jackson & Lenawee Counties

MEETING MINUTES

Region 2 Planning Commission – Full Commission
Jackson County Tower Bldg.
120 W. Michigan Ave., 17th Floor
Jackson, MI 49201

Thursday, January 9, 2025

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

Attendance:

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

Key: ✓ = present

Staff Present: Brett Gatz, Jacob Hurt, Jill Liogghio, Katie Miller, Kade Peck

Others Present: None

II. Approval of the January 9, 2025 Agenda – The motion was made by Comm. Jancek, supported by Comm. Penrose, to approve the January 9, 2025 agenda as presented. The motion carried unanimously.

- III. **Public Comment** – Chair Witt requested public comment. No public was in attendance.
- IV. **Approval of Full Commission Meeting Minutes for November 14, 2024** – The motion was made by Comm. VanDoren, supported by Comm. Grabert, to approve the Full Commission meeting minutes of November 14, 2024 as submitted. The motion carried unanimously.
- V. **Receipt/Approval of Treasurer’s Report of December 31, 2024** – The motion was made by Comm. Jancek, supported by Comm. Swartzlander, to receive the December 31, 2024 Treasurer’s Report as presented and approve payment of the January 9, 2025 submitted bills. The motion carried unanimously.
- VI. **Staff Progress Report for November and December 2024** – The November and December 2024 staff progress reports were included in the agenda packet. Mr. Hurt presented highlights from the staff progress report for the months of November and December 2024.
- VII. **MPO/JACTS Update** – The MPO/JACTS Update was provided in the packet and Mr. Gatz provided highlights from that report.
- VIII. **Other Business** – None.
- IX. **Public Comment / Commissioners’ Comments** – None.
- X. **Adjournment** – There being no further business, Chair Witt adjourned the meeting at 2:12 p.m.

Dale Witt
Chair

**CITY OF JONESVILLE
CITIZENSHIP COMMITTEE
MINUTES OF MARCH 12, 2025**

Present: Kathy Adams, Kathi Boyle, Katie Griffiths, Brenda Guyse, Andy Penrose, and Annette Sands.
Absent: None.
Also Present: Jeff Gray.

The meeting at the Jonesville City Hall was called to order at 5:32 p.m. by Chair Andy Penrose.

There were no public comments.

Motion by Annette Sands, second by Katie Griffiths to approve the agenda, as presented. Motion carried.

Motion by Brenda Guyse, second by Annette Sands, to approve the minutes of the February 27, 2025 meeting. Motion carried.

The Committee reviewed the applications for Citizens of the Year, commenting on the quality of candidates. Motion by Brenda Guyse, second by Kathi Boyle to recommend City Council name Tim Bowman the 2025 Citizen of the Year and Emily Toner the 2025 Youth Citizen of the Year. Motion carried.

Event planning was discussed, with consensus that prior year awards should be utilized again this year. Staff has contacted the American Legion; unfortunately, the high school band is not available. Kathi Boyle will talk to Judy Hale regarding photography. Stockhouse will be printing tickets; Southern Michigan Bank and Trust will be approached regarding a donation of the programs. It was suggested that we plan a group photograph of past award winners, and a procession to the lobby following the ceremony.

There was no other business. Chair Penrose adjourned the meeting at 5:48 p.m.

Respectfully submitted,
Jeffrey M. Gray, City Manager

CITY OF JONESTVILLE
COUNTY OF HILLSDALE
STATE OF MICHIGAN

**RESOLUTION: TO APPROVE INDUSTRIAL FACILITIES TAX (IFT) EXEMPTION
CERTIFICATE FOR 3D PLASTICS, LLC, dba TRIPLE DIAMOND
PLASTICS**

Partial minutes of a regular Meeting of the City Council of the City of Jonesville, County of Hillsdale, Michigan, held in the City Hall in said City on the 16th day of April, 2025 at 6:30 p.m.

PRESENT: Councilpersons:

ABSENT: Councilpersons:

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

WHEREAS, pursuant to Act 198, of the Michigan Public Acts of 1974, as amended, this council has authority to establish Industrial Development Districts within the confines of the geographic boundaries of said City, and;

WHEREAS, the City of Jonesville, County of Hillsdale, Michigan did by resolution dated January 14, 1991, establish an Industrial Development District for the following described property which then was located in and under the jurisdiction of said City, to-wit:

Land in the township of Fayette, County of Hillsdale and State of Michigan, viz:

The Northeast 1/4 of the Northwest 1/4 and the Northwest 1/4 of the Northeast 1/4 and the North 66 feet of the Southeast 1/4 of the Northeast 1/4 and the North 66 feet of the East 175 feet of the Southwest 1/4 of the Northeast 1/4 of Section 8, Town 6 South, Range 3 West, EXCEPTING the railroad right of way and EXCEPTING land lying East of Highway M-99.

ALSO that part of the East 1/2 of the Southwest 1/4 of Section 5, Town 6 South, Range 3 West, described as: Commencing at the intersection of the North and South 1/4 line of said Section 5, with the centerline of Highway U. S. 12, thence Southwesterly along said highway centerline 270.87 feet along a curve to the right with a radius of 5,729.79 feet, a central angle of 02E42'13" and a chord which bears South 59E50'33" West 270.84 feet; thence South 05E40'13" East parallel with said North and South 1/4 line 1,079.16 feet to the true point of beginning of this description; and running thence South 83E54'02" West 975.00 feet; thence North 05E40'13" West parallel with said North and South 1/4 line 712.83 feet to said highway centerline; thence South 163E39'00" West along said highway centerline 94.06 feet; thence South 05E40'13" East parallel with said North and South 1/4 line to the South line of said Section 5; thence Easterly along said South Section line to a point South 05E40'13" East of the point of beginning; thence North 05E40'13" West to the point of beginning.

WHEREAS, 3D Plastics, LLC, dba Triple Diamond Plastics, has filed an application for an Industrial Facilities Exemption Certificate relative to real property located within the afore described Industrial Development District, and;

WHEREAS, a public hearing was held by this City Council on April 16, 2025, at which time the applicant, affected taxing units and the general public were afforded an opportunity to be heard, and;

WHEREAS, certified mail notice of the aforesaid public hearing was duly made to Jonesville Community Schools, 3D Plastics, LLC, dba Triple Diamond Plastics, Hillsdale County Intermediate School District, Hillsdale County Board of Commissioners, and the Economic Development Partnership of Hillsdale County, all as more fully shown by the Affidavit of Mailing which is attached hereto and made a part thereof, and;

WHEREAS, the aggregate SEV of real and personal property exempt from ad valorem taxes within the City of Jonesville, after granting this certificate, may exceed 5% of an amount equal to the sum of the SEV of the unit, plus the SEV or personal and real property thus exempted, and;

WHEREAS, this Council determines that the granting of this Industrial Facilities Exemption Certificate will not substantially impede the operation of the City or impair the financial soundness of any affected taxing unit. This determination has been made after carefully considering the aggregate amount of Industrial Facility Exemption Certificates previously issued and currently in force, and;

WHEREAS, it appears that 3D Plastics, LLC, dba Triple Diamond Plastics has complied with all applicable requirements of Act No. 198 of the Michigan Public Acts of 1974, as amended;

NOW, THEREFORE, BE IT RESOLVED THAT the application of 3D Plastics, LLC, dba Triple Diamond Plastics, seeking an Industrial Facilities Exemption Certificate be, and the same hereby is, approved for a 12-year period.

BE IT FURTHER RESOLVED THAT this resolution become a permanent part of the minutes of the City Council of the City of Jonesville and that copies hereof be forwarded to all pertinent departments and persons.

BE IT FURTHER RESOLVED THAT all resolutions and parts of resolutions insofar as they conflict with this resolution be and the same hereby are rescinded.

AYES: Councilpersons:

NAYS: Councilpersons:

ABSENT: Councilpersons:

RESOLUTION DECLARED ADOPTED.

LaNae Baker, Deputy 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, State of Michigan, at a regular meeting held on June 15, 2016, and that public notice was given pursuant to Act No. 267, Public Acts of Michigan, 1976, 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.

LaNae Baker, Deputy Clerk

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the completed application and the required attachments with the clerk of the local government unit. If you have any questions regarding the completion of this form, call 517-335-7491.

To be completed by Clerk of Local Government Unit	
Signature of Clerk	▶ Date Received by Local Unit
STC Use Only	
▶ Application Number	▶ Date Received by STC

APPLICANT INFORMATION


All boxes must be completed.

▶ 1a. Company Name (Applicant must be the occupant/operator of the facility) 3D Plastics, LLC		▶ 1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 326199	
▶ 1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 530 Industrial Parkway		▶ 1d. City/Township/Village (indicate which) Jonesville	▶ 1e. County Hillsdale
▶ 2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(5)) <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Research and Development (Sec. 2(10))		▶ 3a. School District where facility is located Jonesville	▶ 3b. School Code 30030
<input type="checkbox"/> Transfer <input type="checkbox"/> Rehabilitation (Sec. 3(6)) <input type="checkbox"/> Increase/Amendment		▶ 4. Amount of years requested for exemption (1-12 Years) 12 years	
5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed. Our structural foam HDPE products are made from 100% recycled materials, and are 10% recyclable when they reach end of life. We offer a broad range of container footprints and heights, and various pallet sizes and types, to serve the needs of 12+ industries. Building upgrades. This building, while filling most of our needs required certain physical upgrades for our processes to be fully functional.			
6a. Cost of land and building improvements (excluding cost of land) * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.		▶ Real Property Costs 2,400,000.00,	
6b. Cost of machinery, equipment, furniture and fixtures * Attach itemized listing with month, day and year of beginning of installation, plus total		▶ Personal Property Costs	
6c. Total Project Costs * Round Costs to Nearest Dollar		▶ Total of Real & Personal Costs	
7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC. Begin Date (M/D/Y) End Date (M/D/Y) Real Property Improvements ▶ 10/01/2024 10/01/2026 ▶ <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased Personal Property Improvements ▶ ▶ <input type="checkbox"/> Owned <input type="checkbox"/> Leased			
▶ 8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
▶ 9. No. of existing jobs at this facility that will be retained as a result of this project. 0		▶ 10. No. of new jobs at this facility expected to create within 2 years of completion. 40	
11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation. a. TV of Real Property (excluding land) _____ b. TV of Personal Property (excluding inventory) _____ c. Total TV _____			
▶ 12a. Check the type of District the facility is located in: <input checked="" type="checkbox"/> Industrial Development District <input type="checkbox"/> Plant Rehabilitation District			
▶ 12b. Date district was established by local government unit (contact local unit) 10/04/1995		▶ 12c. Is this application for a speculative building (Sec. 3(8))? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name Susan M. Smith	13b. Telephone Number (517) 260-2544	13c. Fax Number	13d. E-mail Address ssmith@hillsdaleedp.org
14a. Name of Contact Person Mike Campbell	14b. Telephone Number (502) 316-2023	14c. Fax Number	14d. E-mail Address mike.campbell@tdplastics.c
▶ 15a. Name of Company Officer (No Authorized Agents) Mike Campbell			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number	15d. Date 11/12/2024
15e. Mailing Address (Street, City, State, ZIP Code) 530 Industrial Parkway Jonesville, MI 49250		15f. Telephone Number (502) 316-2023	15g. E-mail Address mike.campbell@tdplastics.c

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)		16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.		
16c. School Code		
17. Name of Local Government Body		▶ 18. Date of Resolution Approving/Denying this Application

Attached hereto is an original application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time, and that any leases show sufficient tax liability.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

For faster service, email the completed application and additional required documentation to PTE@michigan.gov.

An additional submission option is to mail the completed application and required documents to:

Michigan Department of Treasury
State Tax Commission
PO Box 30471
Lansing, MI 48909

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

Relocation TDP Plant	Cost	Actual Cost	Action	Notes
Moving Supplies and Equipment (15) 53' Truckloads)	\$14,500.00	\$12,680.00	Complete	
Moving Silo's	\$73,500.00			Moving Silos and Material Lines in July,2025
Moving Machines (3)	\$260,000.00	\$255,000.00	Complete	
Installation for concrete pads for machines (6)	\$288,000.00			Three concrete pads for machines are complete.
Installation for concrete pads for silos	\$114,000.00			Waiting on Weather
New Drive for silo to deliver material	\$69,530.00			Waiting on Weather
New Drive for overhead door / new overhead door	\$80,000.00			Don't need it at this time.
Office area / break room/ and Restroom upgrades/ Roof Issues	\$300,000.00			Only painted two offices and installed office bathroom sinks and toilets
Cranes (2)	\$432,000.00			I have the quote for the 20 Ton Crane
Forklifts	\$100,000.00			Not purchasing Forklifts at this time
wrapping machine	\$50,000.00			No quotes, Once Machines are running
Material System with Installation	\$454,750.00			Waiting on Weather
Water System with installation	\$395,000.00			Only 1/3 of the water system is installed
Air and Nitrogen System Installation	\$100,000.00			No quotes, Once Machines are running
Electrical System	\$440,000.00			Only 1/3 of the Electrical system is installed
Parking Lot and Landscaping improvement	\$130,000.00			Waiting on Weather
New machines with robots , material system, and grinder(3)	\$7,900,000.00			Only when first three machines are running
Contingency Allowance 10%	\$1,151,351.00			
Total	\$12,352,631.00			

\$2,371,280.00

CITY OF JONESVILLE
COUNTY OF HILLSDALE
STATE OF MICHIGAN

NOTICE OF HEARING

APRIL 16, 2025

TAKE NOTICE, that the City Council of the City of Jonesville, Hillsdale County, Michigan, will hold a hearing pursuant to Section 5 (2) of the Plant Rehabilitation and Industrial Development Districts law of 1974, the same being Michigan Public Act 198 of 1974, on the 16th day of April, 2025, at 6:30 p.m. in the Council Chambers at the City Hall, located at 265 E. Chicago St., Jonesville, Michigan.

At the hearing the City Council will consider a request from **3D Plastics, LLC**, 530 Industrial Parkway, Jonesville, MI, asking that part of their property, which is designated as an Industrial Development District, have issued to them an Industrial Facilities Exemption Certificate. An application has been filed with the City of Jonesville for the tax benefits available pursuant to Michigan Public Acts 198 of 1974, and a copy of the application may be reviewed at the offices of the City of Jonesville during regular business hours at any time prior to the Public Hearing announced hereby.

Act 198 of 1974, pursuant to which this notice is given, provides that the Assessor of the City of Jonesville, the applicant, and a representative of any affected taxing unit with respect to said application shall have an opportunity to be heard before the Jonesville City Council, prior to said Council acting upon the aforesaid application.

Cindy Means, Clerk
City of Jonesville

The City of Jonesville will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon a 20-day notice to the City of Jonesville. Individuals with disabilities requiring auxiliary aids or services should contact the City of Jonesville by writing or calling the following:

City of Jonesville
265 E. Chicago Street
Jonesville, Michigan 49250
Telephone: (517) 849-2104

Jeff Gray

From: Zack Bigelow <zackbigelow@ramshacklebrewing.com>
Sent: Wednesday, April 9, 2025 8:46 AM
To: Jeff Gray
Subject: Letter for council meeting for Riverfest

City Manager Gray,

Thank you once again from the Jonesville Business Association and working with us for the annual Riverfest festival May 17 and 18 of 2025.

Our group has been working on finalizing the details along with various other groups and we would like to approach the council with the plans for this year's event.

We would ask the council and city's permission to utilize Carl Fast Memorial Park for both food and vendor space. We would also like to request the following street closures from Saturday 7am to Sunday at 5pm Wright street from US12 to Park street and Park street to Evans.

1. Our plan based upon various groups is to use the park side facing US12 for vendor space and traveling westbound through the downtown business district on the side walk space in front of the businesses with those that want to utilize their frontage to opt out of vendor spacing directly in front of their places of business.
2. We are asking the city to close the parking along US12 on both north and south side of the district within the boundary of Water/West street and Maumee/Evans street. Our plan is to bring in at this point four mobile food vending units (food Trucks) that will be offering different food choices than what our brick and motor businesses currently offer.
3. The Jonesville rotary has moved the car show with the expectations of an even greater turnout than last year, to use the Middle school parking lot.



TRAFFIC CONTROL ORDER

ORDER NO. 2025-01

DATE OF FILING: _____

Pursuant to the authority set forth in Section 32 of the City of Jonesville Code of Ordinances, a Traffic Control Order is hereby established to close the following streets to facilitate Riverfest activities:

- **Park Street** from Evans Street to Wright Street, **and Wright Street** from Park Street to Chicago Street from 700 hrs (7:00 a.m.) on Saturday, May 17, 2025 through 1700 hrs (5:00 p.m.) on Sunday, May 18, 2025.
- On-street parking on **Chicago Street** from Evans Street/Maumee Street to Water Street/West Street from 700 hrs (7:00 a.m.) on Saturday, May 17, 2025 through 1700 hrs (5:00 p.m.) on Sunday, May 18, 2025

This Traffic Control Order shall be effective as soon as proper signs have been posted.

Michael Lance, Director of Public Safety
and Chief of Police

Date

Received for Filing:

LaNae Baker, Deputy Clerk

Date

Approved by:

Jonesville City Council

Date

April 11, 2025

To: Jonesville City Council

Re: Secondary Sludge Pump replacement

The number 1 (of 2) secondary sludge feed pump is in need of replacement. During inspection of the pump due to it not functioning properly and not drawing sludge from the secondary clarifiers, it was noted that the shaft of the pump is broken. This indicates that other wear parts are also beginning to fail. The two pumps are over 20 years old, and will both need to be replaced. We would like to replace number 1 as soon as possible to get it back in the pumping rotation. I will budget for pump number 2 to be replaced as needed. The secondary pumps are alternated on a weekly basis, and pump a minimal time per day of 5-15 minutes. This short run time lends to a longer life span of the pump. Plant Staff is recommending that the bid process be bypassed to allow Kerr Pump and Supply to replace the pump immediately. The quote for the Netzsch pump to be replaced is sixteen thousand and three dollars (\$16,003.00) plus a shipping charge of two hundred and fifty dollars (\$250). We do have funds in the budget for repairs and maintenance. Plant Staff has worked with Kerr Pump and Supply in the past many times before, and for this particular pump manufacturer and model, Kerr is the only supplier.

Thank you for your consideration on this very important and timely matter,

Shawn Mullaly

WWTP Superintendent

JONESVILLE WASTE WATER TREATMENT PLANT

150 ECOLOGY DRIVE JONESVILLE MICHIGAN 49250 TELE/FAX (517) 849-9450

P u r c h a s e O r d e r

PAY TO: Kerr Pump & Supply
12880 Cloverdale
Oak Park, Michigan 48237

3/20/2025

PAYMENT METHOD

Check		Amt. enclosed			
Credit card		Card type			
		Card number			
On account		Account no.			
COD					
Tax exempt		Exemption no.			

Please supply the following items

ITEM NO.	DESCRIPTION	QTY	UNIT COST	TOTAL AMOUNT
1	<p>Netzsch Pump Replacement PER Quote #QTE234382</p> <p>Account Number 590-527-930 Repairs & Maintenance</p>	1	\$16,003.00	\$16,003.00

			SUBTOTAL	\$16,003.00
Shawn Mullaly			Shipping charges	\$250.00
Ordered by			Handling charges	
			Insurance	
Approved by			Tax	
				\$16,253.00

SPECIAL INSTRUCTIONS

Invoice number

Quote INV- QTE238000



Quote Date
3/19/2025

PO Number
NETZSCH PUMP REPLACE

Quoted By
Matt Thayer
Inside Sales

Quote Number
QTE238000

Bill To:

CITY OF JONESVILLE
financedirector@jonesville.org
265 E CHICAGO STREET
JONESVILLE, MI 49250

Ship To:

CITY OF JONESVILLE
ATTN: financedirector@jonesville.org
265 E CHICAGO STREET
JONESVILLE, MI 49250

PO Number	Ship Method	Salesperson		Exp Ship	Pay Terms	Customer No.
NETZSCH PUMP REPLACE	R&L PPD ALLOWED	32			N30	VILLA036
Item	Description	Quantity	B/O	U of M	Unit Price	Extended Price
NM053SY02S08K	NETZSCH NEMO PROGRESSIVE CAVITY PUMP MODEL NM053SY02S08K BARE SHAFT (NO DRIVE OR BASEPLATE)	1	0	EA	\$16,003.00	\$16,003.00
FREIGHT	FREIGHT	1	0	EA	\$250.00	\$250.00
	ESTIMATED SHIPMENT: 13-15 WEEKS ARO EXW: FACTORY					

ALL PRICES QUOTED HEREIN ARE FIRM FOR 10 DAYS AND DO NOT INCLUDE TAXES WHICH MAY APPLY AT TIME OF SHIPMENT. ALL PRICING IS QUOTED NET, EXWORKS, FREIGHT COLLECT OR PREPAY AND ADD.
ALL ORDERS ARE SUBJECT TO CREDIT APPROVAL. STANDARD PAYMENT TERMS ARE 100% N30 BASED UPON CREDIT LIMIT. PAYMENT TERMS ON ANY ORDER \$50,000 AND GREATER SHALL BE 40% UPON RECEIPT OF ORDER, 40% PRIOR TO SHIPMENT AND 20% NET 30. PLEASE NOTE THAT A TRANSACTION FEE OF UP TO 4% WILL BE ADDED TO ALL CREDIT CARD PURCHASES.

Subtotal	\$16,253.00
Trade Disc	\$0.00
Freight	\$0.00
Misc	\$0.00
Tax	\$0.00
Total	\$16,253.00

All quotations and contracts are subject to Kerr Pump and Supply, Inc. Terms and Conditions of Sale dated 1/1/2018, a copy of which can be found on our website kerrpump.com. Placing an order is acceptance of these terms. Shipment time is an approximation based on current inventory and factory production schedules. Quotation is valid for 10 days from Quote date.

KERR PUMP AND SUPPLY 12880 Cloverdale Oak Park, MI 48237

TEL: 248-543-3880 FAX: 248-543-3236

Jonesville Police Department

116 West Chicago Street
Jonesville, Michigan 49250-1106

911 Service

Administration 517 849-2101

FAX 517 849-2520

April 9, 2025

To: Manager Jeff Gray/Jonesville City Council

From: Chief Michael Lance, City of Jonesville Police Department

RE: 2025 Police Interceptor Upfit Cost Information/ Sole Source Bid Approval Request

Mr. Gray,

On March 26, 2025, we received our 2025 Ford Interceptor from Stillwell Ford and it is currently awaiting upfit. The budgeted cost of the vehicle with upfit equipment is \$70,000. The vehicle purchase price was \$48,255.08, dollars, leaving \$21,744.92 for upfit. I have attached a bid from Cynergy Products, located in Troy, Michigan, for the upfit of the vehicle for your review. Graphics and installation costs of our new Motorola 800mhz mobile radio and our Kustom Signals radar are included in the upfit bid.

Cynergy Products was awarded the bid for the upfit of the 2021 Ford Interceptor and it has been in service since that time without need for any repair or adjustments. For your reference, Jonesville PD has utilized two other vendors in Michigan in the past for upfit and we have determined that Cynergy Products has provided the best value, workmanship and customer service. A local source is not available.

As such, I'm requesting approval of the attached bid from Cynergy Products, as a sole source provider, for upfit of the 2025 Ford Interceptor total of \$19,659.57.

Should you have any questions or require any further information or clarification on the aforementioned, please let me know.

Thank you for your consideration in this matter.

Respectfully,
Chief Michael Lance

Attachments: Cynergy Products Quote 32697/Majik Graphic Design.
Purchase Order for above.



1463 Combermere Drive - Troy Michigan 48083
 Phone 248-298-3855 - Toll Free 800-491-9350
 Fax 248-298-3859

Estimate 32697

Date
3/21/2025

Bill To:

City of Jonesville Police Department
 116 W. Chicago Rd
 Jonesville, Mi 49250

Ship To:

City of Jonesville Police Department
 116 W. Chicago Rd
 Jonesville, MI 49250

		Vehicle #		Rep
				PF
Qty	Item	Description	Cost	Total
		Mike Lance (734) 678 - 1350 policechief@jonesville.org Car# XX VIN# XX Please accept the following to provide purchase and instalaltion of the below listed items for your new 2025 Interceptor Utility Patrol Vehicle ordered with the " Ready For The Road Package " Included with RR Package... - 100w Siren Speaker - Front Headlamp Lighting Solution - Front Warning Aux Lighting - Quarter Glass Lighting - Rear Lighting Solution - Tail Lamp Lighting Solution ** Push Bumper ** 1 36-2125 2020 Utility Interceptor Push Bumper 543.77 543.77 1 36-6005W2 Top Channel-Whelen 2 Lights ION 50.56 50.56 ++ RR Package Includes Siren Speaker , Remount on Push Bumper ++ 1 SAK9 Siren Speaker Bracket 53.00 53.00 ** Lightbar ** 1 ES2SP1J 54" LEGACY SOLO WECANX 3,000.00 3,000.00 1 STPKT105 Light Bar Strap Kit 2020 Interceptor Utility 0.00 0.00 ** Front Lighting **		
			Total	



1463 Combermere Drive - Troy Michigan 48083
 Phone 248-298-3855 - Toll Free 800-491-9350
 Fax 248-298-3859

Estimate 32697

Date
3/21/2025

Bill To:

City of Jonesville Police Department
 116 W. Chicago Rd
 Jonesville, Mi 49250

Ship To:

City of Jonesville Police Department
 116 W. Chicago Rd
 Jonesville, MI 49250

			Vehicle #	Rep
				PF
Qty	Item	Description	Cost	Total
		++ RR Package Includes Factory Installed Microns in Grille, Reprogram for Steady and Seperate Control for Red Drivers / Blue Passengers ++		
		++ RR Package Includes Factory Installed mPowers in Headlights, Reprogram for Steady and Seperate Control for Red Drivers / Blue Passengers ++		
		++ Activate Factory HL Flasher ++		
		** Side Lighting **		
1	TLIR	Ion T-Series Light Heads - Side of PB	172.00	172.00
1	TLIB	ION T Series - Blue - Side of PB	172.00	172.00
		++ RR Package Includes Factory Installed IONs High in 1/4 Glass , Reprogram for Steady and Seperate Control for Red Drivers / Blue Passengers ++		
		** Rear Lighting **		
		++ RR Package Includes Factory Installed IONs in Hatch (Up w/ Hatch) Reprogram for Steady and Seperate Control for Red Drivers / Blue Passengers ++		
		++ RR Package Includes Factory Installed Lights (Unknown Model) on Bottom of Hatch Trim (For When Hatch Is Open) Reprogram for Steady and Seperate Control for Red Drivers / Blue Passengers ++		
2	Misc	12v Automotive Diode ++ Flash Taillights Through CORE ++	25.00	50.00
			Total	



1463 Combermere Drive - Troy Michigan 48083
 Phone 248-298-3855 - Toll Free 800-491-9350
 Fax 248-298-3859

Estimate 32697

Date
3/21/2025

Bill To:

City of Jonesville Police Department
 116 W. Chicago Rd
 Jonesville, Mi 49250

Ship To:

City of Jonesville Police Department
 116 W. Chicago Rd
 Jonesville, MI 49250

			Vehicle #	Rep
				PF
Qty	Item	Description	Cost	Total
		** Center Console **		
1	C-VS-1210-IN...	Vehicle-Specific 22" Angled Console for 2020-2025 Ford Interceptor Utility	512.00	512.00
1	C-EB25-MMT-...	Face Plate Motorola XTL-5000	0.00	0.00
1	C-EB40-CCS-1P	1 Piece Whelen Cen-Comm Face Plate	0.00	0.00
2	C-MCB	Mic Clip Mounts	19.00	38.00
2	MM1	Magnetic Mic Hanger	54.56	109.12
1	CUP2-1001	Self Adjusting Double Cup Holder	67.00	67.00
1	C-ARM-108	Side Mounted Flip Armrest	249.00	249.00
1	C-AP-0325-1	CONSOLE ACCESSORY BOX	51.00	51.00
1	C-MD-119	MOTION DEVICE	367.00	367.00
1	C-HDM-204	Telescoping Side Mount Computer Base	230.00	230.00
1	PKG-DS-GTC-...	Package – Docking Station For Getac S410 Notebook With External Power Supply with Bare Wire, Power Supply Mounting Bracket & Screen Support	1,309.00	1,309.00
1	GK10342UHK	Dual T-Rail Mount2 Universal XL Handcuff Key Override	609.00	609.00
		** Prisoner Containment **		
1	KIT-TP-SL6U-...	2020-23 PI Utility US Partition Kit (TP-E-SL6-US-SS, SAB-20-FDUV-BB, KP-UV20-DAP-SS)	1,289.00	1,289.00
1	WBP47NPUIN...	Poly Window Guards w/OEM Door Panels 2020 Interceptor	310.00	310.00
1	FE7502-RBLM	Laguna Rear Prisoner Seat 2020 Utility	1,450.00	1,450.00
		** Installation / Electronics **		
Total				



1463 Combermere Drive - Troy Michigan 48083
 Phone 248-298-3855 - Toll Free 800-491-9350
 Fax 248-298-3859

Estimate 32697

Date
3/21/2025

Bill To:

City of Jonesville Police Department
 116 W. Chicago Rd
 Jonesville, Mi 49250

Ship To:

City of Jonesville Police Department
 116 W. Chicago Rd
 Jonesville, MI 49250

			Vehicle #	Rep
				PF
Qty	Item	Description	Cost	Total
		++ RR Package Includes Factory Installed CenCom Controller (Unknown Model , Carbide?) Reprogram and Configure to Customer Specs ++		
1	C399SP	Whelen CORE SCANport KIT FOR C399	185.00	185.00
1	C-SBX-101	Rear Partition Mount Equipment & Power Distribution Box	930.00	930.00
1	CB3-SM-80	Circuit Breaker	89.00	89.00
1	TYR-001-1275	Mini Giant Relay 332 002 150	79.16	79.16
1	CG-X	Charge Guard	132.00	132.00
1	Misc	Ground Stud	25.00	25.00
3	HE-87499B	HELLA RELAY, 12V 20/40 AMP SPDT BRACKET	19.00	57.00
2	FH-ATO-WR	Fuse Holder - 16 AWG/20 Amps weather resistant W/cap black casing/black leads	9.85	19.70
1	FH-ATO-10BR	Sealed Fuse Holder	23.85	23.85
1	ATO-FB6CF	ATO Fuse or Circuit Breaker Fuse Block W/Common feed, 6 Position	36.46	36.46
1	ATO-FB8CF	ATO Fuse/Circuit Breaker	37.54	37.54
1	ATO-FB10CF	ATO Style Fuse Block W/Common Feed, 10 Position.	40.78	40.78
1	MB01-R980-5...	R980 Router with WiFi (5G modem 4FF SIM slots, and embedded eSIM) Includes: 1-yr NetCloud Mobile Performance Router Essentials Plan	1,260.00	1,260.00
1	GP-IN2850	7 in 1 - 5m/16' Cables Reef DStule Panorama Antenna	584.63	584.63
1	C29F-5QMAP-...	FME(f) QMA(m) 5m CS29 CABLE - WHIP LABELS	49.00	49.00
1	AFM-835	ANTENNA MOULDED FLEXI- 762-870MHz	29.00	29.00
			Total	

1463 Combermere Drive - Troy Michigan 48083
Phone 248-298-3855 - Toll Free 800-491-9350
Fax 248-298-3859

Estimate 32697

Date _____

3/21/2025

Bill To:

**City of Jonesville Police Department
116 W. Chicago Rd
Jonesville, Mi 49250**

Ship To:

**City of Jonesville Police Department
116 W. Chicago Rd
Jonesville, MI 49250**

			Vehicle #	Rep
				PF
Qty	Item	Description	Cost	Total
1	Install	Installation	3,500.00	3,500.00
1	Freight	Inbound Shipping	500.00	500.00
1	Shop Supplies	Shop Supplies	500.00	500.00
		** Graphics **		
1	Labor	Installation of Graphics Package	950.00	950.00
Total				\$19,659.57



FLEET & EMERGENCY VEHICLES

CLINTON TOWNSHIP, MI

586.792.8055

CEMETERY SEXTON SERVICES AGREEMENT

This Cemetery Sexton Services Agreement (“Agreement”) is made on this 1st day of April, 2025, (the “Effective Date”), by and between BUTTERS EXCAVATING & LAWN CARE, (referred to as “Cemetery Sexton”), whose address is 126 E. Pearl Rd., Coldwater, Michigan, 49036, and THE CITY OF JONESVILLE, MICHIGAN, (“the City”), whose address is 265 E. Chicago Street, Jonesville, Michigan, 49250.

1. *Background.* The City owns a municipal cemetery known as Sunset View Cemetery (“the Cemetery”) and desires to engage Cemetery Sexton to perform certain services to maintain the cemetery, provide excavation services and to otherwise support the safe, legal, and efficient operation of the Cemetery. Cemetery Sexton desires to be so engaged, in accordance with the terms and conditions contained in this Agreement.

2. *Services.* During the Term of this Agreement, Cemetery Sexton shall perform those services set forth on Exhibit A (the “Services”), on the terms and conditions contained in this Agreement. On the written agreement of both parties, the Services may be amended from time-to-time during the Term of this Agreement.

3. *Payment.* The City shall pay Cemetery Sexton the total annual sum of \$38,200 (payable in twelve (12) equal monthly installments of \$3,183.33) for mowing, basic trimming, leaf and brush clean up, general cleanup of cemetery, flowers, and winter grave blankets. The City shall bear the additional cost of disposal of cleaned up flowers and rubbish. Cemetery Sexton shall submit a monthly invoice to the City for the additional services set forth in the attached Exhibit “A” for payment, generally describing the extra services provided during the applicable monthly invoice period. The City will pay each invoice submitted to it by Cemetery Sexton promptly upon receipt.

4. *Term and Termination.* This Agreement shall commence on the Effective Date and shall continue for a term of TWO years (“the Term”). Notwithstanding the foregoing, this Agreement may be terminated before the expiration of any of its terms: (1) by mutual written agreement of the parties; (2) on the occurrence of any breach of this Agreement that is not cured within thirty (30) days after receipt of written notice of the breach; or (3) if Cemetery Sexton is declared bankrupt or insolvent or makes an assignment for the benefit of its creditors, or if a receiver is appointed or any proceedings are commenced, voluntarily or involuntarily, by or against Cemetery Sexton under any bankruptcy or similar law. If this Agreement is terminated, the obligations of Cemetery Sexton and the City shall terminate, other than the City’s obligation to provide earned and unpaid compensation to Cemetery Sexton for Services performed before the termination date and Cemetery Sexton’s obligations under any warranty provisions of this Agreement.

5. *Independent Contractor.* The relationship between the parties is that of independent contracting parties. Nothing contained in this Agreement or the course of conduct between the parties will be considered to form a partnership, joint venture, employment relationship, or any other relationship except that of independent contractor. In performance of the Services under this Agreement, Cemetery sexton is an independent contractor with the authority to control and direct the performance of the Services.

6. *Taxes, Benefits, and Expenses.* Except as may be otherwise expressly provided on Exhibit “A” to this Agreement, Cemetery Sexton is responsible for all expenses connected with the performance of the Services to the City under this Agreement. Cemetery Sexton shall be solely responsible to pay all applicable federal, state, and local taxes and to file all related returns and reports in connection with the performance of Services for the City under this Agreement. Cemetery Sexton acknowledges that the City has no obligation to and will not withhold taxes of any kind or nature with respect to the Services performed by Cemetery Sexton. Cemetery Sexton shall indemnify and hold the City harmless to the extent of any obligation of the City to pay any taxes, whether income or otherwise, including any withholding taxes, social security taxes, unemployment taxes, or disability insurance or similar items in connection with any payments made to Cemetery Sexton by the City.

7. *Insurance.* Cemetery Sexton shall purchase and maintain throughout the Term statutory worker’s compensation and commercial general liability insurance covering bodily injury, property damage, premises operations, completed operations, and contractual liability, each of which insurance policies shall have limits reasonably satisfactory to the City. Cemetery Sexton shall also maintain automobile insurance coverage on the vehicle(s) its employees use in the course of the performance of Services for the City under this Agreement. The insurance shall be in the amount, with coverage and from an insurance company satisfactory to the City. Cemetery Sexton shall maintain coverage without interruption from the Effective Date of this Agreement until the date of termination of this Agreement; *provided, however*, the coverage provided under all policies must be issued on an occurrence basis. At the request of the City, the City shall be added as an additional named insured on any insurance policy. Additionally, Cemetery Sexton shall furnish the City with a copy of certificates of insurance, which shall contain an obligation of the carrier to notify the City at least 30 days in advance of any cancellation or nonrenewal of the policy.

8. *Warranty.* Cemetery Sexton warrants that the Services will be performed in a workmanlike manner consistent with all applicable industry, governmental, statutory, and regulatory standards, and free of material defects in workmanship.

9. *Indemnification.* Cemetery Sexton shall indemnify, defend, and hold harmless the City and its officers, employees, agents, and other representatives from and against any and all claims, losses, expenses, liabilities, demands, obligations, or damages of every kind and nature (including, without limitation, reasonable attorney fees and expenses) (collectively “Losses”), arising out of or related to: (i) any act or omission of Cemetery Sexton; or (ii) any breach of this Agreement by Cemetery Sexton. The City, in turn, shall indemnify, defend, and hold harmless cemetery Sexton from and against any fines, penalties, or other liabilities associated with the operation, maintenance, or repair of the Cemetery, to the extent the fines, penalties, or other liabilities are not caused, in whole or in part, by the negligence or intentional act of cemetery Sexton, his employees, agents, contractors, or other representatives.

10. *Assignment.* The rights and obligations conferred under this Agreement may not be assigned or delegated by Cemetery Sexton without the prior written consent of the City. Any attempted assignment of rights or delegation of duties in violation of this Section 10 is null and void.

11. *Notices.* Any notice required or permitted to be given under this Agreement must be in writing and may be delivered in person, by registered mail, facsimile, or by overnight courier addressed to the respective party at the address set forth in the introduction of this Agreement or a changed address as may be given by a party to the other by written notice. Any notice will be considered to have been given when personally delivered or five business days after the date of mailing or one business day after the date of forwarding if sent by facsimile or overnight courier.

12. *Binding Agreement; Successors.* This Agreement will be binding on, inure to the benefit of, and be enforceable by the successors and permitted assigns of the parties; provided, however, that no assignment of this Agreement by Cemetery Sexton will be effective without the express written consent of the City.

13. *Governing Law.* This Agreement is a contract made under and shall be governed by and construed in accordance with, the laws of the State of Michigan without giving effect to its choice-of-law principles. The parties agree that any legal or equitable action or proceeding with respect to this Agreement or the transactions contemplated by it shall be brought only in any court sitting in Hillsdale County of the State of Michigan, or the Western District Court of the United States sitting in Michigan, and each of the parties submits to and accepts generally and unconditionally the exclusive jurisdiction of those courts with respect to it and its property and irrevocably consents to the service of process in connection with any action or proceeding by personal delivery or by the mailing by registered or certified mail, postage prepaid to its address first set forth above. Nothing in this Agreement shall affect the right of any party to serve process in any other manner permitted by law. Each party irrevocably waives any objection to the laying of venue of any action or proceeding in the above-described courts.

14. *Cost of Enforcement.* Each party shall pay all costs and expenses, including reasonable attorney fees, incurred by the other party in enforcing the provisions of this Agreement or in recovering any claims or damages arising from a breach of this Agreement if the other party is successful in its action.

15. *Waiver.* The failure of either party to require the performance of any term or obligation of this Agreement, or the waiver by either party of any breach of this Agreement, shall not prevent any subsequent enforcement of any term or obligation or be deemed a waiver of any subsequent breach.

16. *Severability.* If any provision of this Agreement is held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court of competent jurisdiction finds that any provision is invalid and unenforceable as written, that provision will be deemed modified in a manner consistent with the intent of the original provision, so as to make it valid and enforceable. This Agreement, and the application of the provision to persons or circumstances other than those with respect to which it would be invalid or unenforceable, shall not be affected.

17. *Nondiscrimination.* Cemetery Sexton represents and covenants that Cemetery Sexton shall not discriminate against any employee or applicant for employment with respect to hiring, tenure, terms, conditions, or privileges of employment, or any other matter directly or indirectly related to employment, because of race, religion, color, national origin, age, sex, height, weight, or marital

status. Breach of this covenant may be regarded as a material breach of this Agreement, as provided in Section 37.2209 of the Michigan Compiled Laws. Cemetery Sexton will include, or incorporate by reference, the provisions of this Paragraph 18 in every subcontract it enters into with regard to the performance of the Services under this Agreement, unless exempted by the rules, regulations, or orders of the Michigan Department of Civil Rights, and Cemetery Sexton will provide in every subcontract that the provisions of this Paragraph 18 will be binding upon each subcontractor.

18. *FOIA.* Cemetery Sexton understands and agrees that any and all documents provided to the City pursuant to or in conjunction with this Agreement and Cemetery Sexton's performance of the Services hereunder are subject to public disclosure, and Cemetery Sexton hereby expressly consents to the City's reproduction and release of such documents in response to a request under the Michigan Freedom of Information Act.

19. *Entire Agreement.* This Agreement, including Exhibit A attached hereto, constitutes the entire agreement and understanding between the parties relating to its subject matter and supersedes all other agreements and understandings of the parties, both written and oral.

20. *Counterparts; Facsimile.* This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument. This Agreement may be executed and delivered by facsimile or electronic transmission, and a facsimile or electronic version of this Agreement or of a signature of a party will be effective as an original.

The parties have executed this Agreement as of the Effective Date.

BUTTERS EXCAVATING & LAWN CARE

By: _____
Tyler Butters, Its Owner

CITY OF JONESVILLE, MICHIGAN

By: _____
Jeffrey Gray, Its City Manager

EXHIBIT A
SERVICES TO BE PROVIDED BY CEMETERY SEXTON

1. General Responsibilities. In general, Cemetery Sexton shall have the sole responsibility to maintain the Cemetery grounds including lawn mowing, leaf clean up, brush clean up, and cleanup of grave flowers and winter grave blankets. The City shall bear the expense of disposal of flowers and rubbish from the Cemetery premises. Cemetery Sexton shall be entitled to the compensation set forth in the Agreement which shall be paid in equal monthly installments.
2. The Cemetery Sexton shall be entitled to additional compensation and cost reimbursement in connection with the following:
 - a. Clean up of fallen limbs over 8" in diameter shall be at the rate of \$25.00 per man hour;
 - b. Any maintenance performed which is not described above the paragraph entitled General Responsibilities shall be compensated at the rate of \$25.00 per man hour and City shall reimburse Cemetery Sexton \$70.00 per hour for Backhoe use in connection with maintenance services, and \$65.00 per hour for Dump Truck use in connection with maintenance services.
3. The Cemetery Sexton shall be entitled to the following compensation in connection with grave opening and closing, repair, grass seeding, and showing of available sites:
 - a. Grave opening excavation and closing:

Adult	\$500.00;
Child	\$300.00;
Infant	\$200.00;
Cremains	\$250.00, for the burial of up to two cremation burials in a single grave site;
 - b. Disinterment adult \$550.00;
 - c. Disinterment cremation \$300.00;
 - d. Winter Opening Nov. 1 through March 31 Add \$50.00 per site;
 - e. Weekend Burials Add \$200.00;
 - f. Foundations \$0.50 per square inch at depth up to 24 inches;
 - g. Repair of new grave sites will be at no additional cost;
 - h. Repair of old grave sites will be at \$25.00 per man hour;
 - i. Grass seed will be reimbursed at the cost of the seed.
4. The Cemetery Sexton shall be entitled to the following compensation in connection with showing available grave sites, locating grave sites, and working with the public in connection therewith, \$1,800.00 per year.

**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.)

Cemetery Committee

1. Name Rachel Kiehnau 2. Occupation Property Manager
3. Employer Drab2Fab Properties 4. Email address Kiehnaurachel@gmail.com
5. Home Address 202 Hillcrest Circle, Jonesville
Street City Zip
6. Home Telephone 517-320-0865 7. Business Phone same
8. Length of residency in Jonesville 2017-present
9. List other community organizations/commissions that you are a member.

None presently

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 attached.

Feb. 7, 2025
Date of Application

Rachel Kiehnau
Signature

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

Application for Cemetery Committee, Jonesville, MI
Rachel Kiehnau

10. Background Experience

My current employment of overseeing approximately 100 rental doors in Hillsdale County includes the daily involvement of maintenance issues at the properties. I am directly involved with working with contractors and maintenance crews to coordinate repairs, troubleshoot problems, scheduling work with maintenance and tenants, and keeping property owners apprised of the status of the repairs as well as gathering quotes to find the best solutions within their budgets. I am also responsible for seeking out new contractors and maintenance crews for maintenance tasks that arise. I have also been known to jump in where needed to do repairs myself and have been part of many repairs and remodel projects over the last 10+ years.

10. Part 2 of question 10

My desire to be on the advisory committee for the cemetery comes from two sources. I am an avid walker and have always enjoyed the quiet beauty of cemeteries, especially older ones with history. I have toured many cemeteries and battlefields over the years in the country and Italy. Most recently I toured cemeteries in New Orleans, LA. My children's grandfather rests at Arlington National Cemetery and this was a frequent visit when we lived in Northern Virginia. I am a layman's history buff and have a love of history and preserving the past.

My second reason for my interest to serve is due to my past work at the Munro House. My "side hustle" is my other passion, old houses, especially Bed and Breakfasts. Currently I am on call for my good friends Grigor and Dee Hasted at the Rooms at Grayfield as their guest innkeeper for when they are out of town. Before Mike Venturini passed away in April 2020, I was his guest innkeeper for many years for whenever he and Lori were away. He was my dear friend and he loved the history of the Munro family, which he shared with me. I was privileged to share the Munro history with guests at the Inn on their visits. I recently found the Munro plot in the cemetery and was disappointed to see it has fallen into disrepair. I am hoping I can encourage the restoration and preservation of some of our city's notable citizens' final resting places. Jonesville is a beautiful town with some wonderful history and I would be privileged to be part of preserving it.

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 Chad Benson 2. Occupation Technician
3. Employer Eaton 4. Email address Chad.S.Benson@gmail.com
5. Home Address 207 Wright St Jonesville, 49250
Street City Zip
6. Home Telephone 850-524-3042 Business Phone _____
8. Length of residency in Jonesville 1 yr.
9. List other community organizations/commissions that you are a member.

None currently

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 worked in State government in Florida and have an
understanding of laws and statutes. I wish to join the
commission to contribute to the community when moving
back to Jonesville, that was a goal of ours.

March 7, 2025
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

RECEIVED
MAR 07 2025

BY: _____

Chad Benson
207 Wright St.
Chad.S.Benson@gmail.com
850-524-3042

Subject: Letter of Interest

I am writing to express my interest in the position for the Planning Commission, I grew up in Jonesville and we've recently moved back to the area; I'd love to help be a part of the city's continued growth. With deep roots in the community and an interest in serving it, I would love the opportunity to be a part of it's continued success.

Sincerely,
Chad Benson

References:

Chris Gohkle

Audit Manager, Florida Auditor General

(850)570-3893

Janet Hartman

Executive Director, Florida Department of Public Safety

(850)519-1235

Mason Hall

Web Development Librarian, Florida State University

(850)284-2738

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

RECEIVED
2/19/25

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

Zoning Board of Appeals

1. Name Nicole Benson 2. Occupation City Manager
3. Employer City of Litchfield 4. Email address NicoleBenson517@gmail.com
5. Home Address 207 Wright St. Jonesville 49250
Street City Zip
6. Home Telephone Cell 650326055 7. Business Phone 517 542 2921 ext 128
8. Length of residency in Jonesville 10 months

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

Economic Development Partnership of Hillstate County
Litchfield Rotary

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.)

In my position as City Manager in Litchfield I am delegated
the responsibility of zoning administrator. Having
an understanding of zoning ordinances and how decisions
are made could be beneficial to the Board of Appeals.
I believe it would be a great way for me to contribute to the community.

2.18.25
Date of Application

Rose Nicole Benson
Signature

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

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: <div>Local Streets Major Streets State Highway Motor Vehicle Pool Debt Service</div>
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: <div>General Fund DDA LDFA Sewer Fund Water Fund</div>
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)]

**CITY OF JONESVILLE
ORDINANCE NO. 225**

AN ORDINANCE TO ALLOW FOR DESIGNATING VIOLATIONS OF CITY ORDINANCES AS MUNICIPAL CIVIL INFRACTIONS; TO PROVIDE FOR PROCEDURES FOR THE ISSUANCE OF MUNICIPAL CIVIL INFRACTION VIOLATION NOTICES AND MUNICIPAL CIVIL INFRACTION CITATIONS; AND TO ESTABLISH A MUNICIPAL CIVIL INFRACTIONS VIOLATIONS BUREAU TO ACCEPT ADMISSIONS OF RESPONSIBILITY FOR MUNICIPAL CIVIL INFRACTION VIOLATION NOTICES.

THE CITY OF JONESVILLE ORDAINS THAT:

Section 1. Title.

- 1.01 This ordinance shall be known and cited as the City of Jonesville Municipal Civil Infractions and Violations Bureau Ordinance.

Section 2. Definitions. As used in this Ordinance:

- 2.01 **“Act”** means Act No. 236 of the Public Acts of 1961, as amended.
- 2.02 **“Authorized City official”** means a police officer/code enforcement officer or other personnel of the City of Jonesville authorized by this ordinance or any other City ordinance to issue municipal civil infraction violation notices and/or municipal civil infraction citations.
- 2.03 **“Municipal civil infraction”** means an act or omission that is prohibited by any ordinance of the City, but which is not a crime under the ordinance, and for which civil sanctions, including, without limitation, fines, damages, expenses, and costs, may be ordered, as authorized by Chapter 87 of Act No. 236 of the Public Acts of 1961, as amended. A municipal civil infraction is not a lesser included offense of a criminal offense or a violation of any City ordinance that is not a civil infraction.
- 2.04 **“Municipal civil infraction citation”** means a written complaint prepared by an authorized City official and filed with the court in those cases where the alleged violator either denies responsibility or admits responsibility with explanation following the issuance of a municipal civil infraction violation notice.
- 2.05 **“Municipal civil infraction violation notice”** means a written notice, prepared by an authorized City official, directing a person to appear at the Municipal Ordinance Violations Bureau and to pay the fine and costs, if any, prescribed for the violation by the schedule of civil fines adopted by the City, as authorized under Sections 8396 and 8707(6) of the Act.

Section 3. Designation of authorized City officials.

- 3.01 The following personnel have the authority to issue municipal civil infraction citations and municipal civil infraction violation notices directing the alleged violator to appear in District Court or at the Municipal Ordinance Violations Bureau:

- (1) City police officers;
- (2) the City code enforcement officer;

- (3) such other City personnel authorized to issue municipal civil infraction citations or municipal civil infraction violation notices within the provisions of the City ordinance which is then being enforced.

Section 4. Issuance of Municipal Civil Infraction Citations.

- 4.01 Municipal civil infraction citations shall be issued and served by authorized City officials as set out in this section.
- 4.02 The time for appearance specified in a municipal civil infraction citation shall be within a reasonable time after the citation is issued.
- 4.02 The place for appearance specified in a municipal civil infraction citation shall be the Hillsdale County District Court.
- 4.03 Each municipal civil infraction citation shall be numbered consecutively and shall be in a form approved by the State Court Administrator's Office. The original municipal civil infraction citation shall be filed with the Hillsdale County District Court. Copies of the municipal civil infraction citation shall be retained by the City and issued to the alleged violator as provided by Section 8705 of the Act.
- 4.04 A municipal civil infraction citation signed by an authorized City official shall be treated as made under oath if the violation alleged in the citation occurred in the presence of the official signing the citation and if the citation contains the following statement immediately above the date and signature of the official: "I declare under the penalties of perjury that the statements above are true to the best of my information, knowledge and belief."
- 4.05 An authorized City official who witnesses a person commit a municipal civil infraction shall prepare and subscribe, as soon as possible and as completely as possible, an original and required copies of a citation.
- 4.06 An authorized City official may issue a municipal civil infraction citation to a person if:
 - (1) based upon investigation, the official has reasonable cause to believe that the person is responsible for a municipal civil infraction; or
 - (2) based upon investigation of a complaint by someone who allegedly witnessed the person commit a municipal civil infraction, the official has reasonable cause to believe that the person is responsible for a municipal civil infraction and if the prosecuting attorney or City attorney approves in writing the issuance of the citation.
- 4.07 Municipal civil infraction citations shall be served by an authorized City official as follows:
 - (1) Except as otherwise provided within this ordinance, an authorized City official shall personally serve a copy of a municipal civil infraction citation upon the alleged violator.
 - (2) If the municipal civil infraction action involves the use or occupancy of land, a building, or other structure, a copy of the municipal civil infraction citation does not need to be personally served upon the alleged violator but may be served upon an owner or occupant of the land, building, or structure by posting the copy on the land or attaching a copy to the building or structure. In addition, a copy of the citation shall be sent by first class mail to the owners of the land, building, or structure at the owner's last known address.

Section 5. Municipal civil infractions; fines, continuing violations, injunctive relief.

- 5.01 The sanction for a violation which is a municipal civil infraction shall be a civil fine in the amount as provided herein, plus any costs, damages, expenses and other sanctions, as authorized under Chapter 87 of the Act, as amended, and other applicable laws. Upon a finding of responsibility for a municipal civil infraction, pursuant to Section 8302(4) of the Act (MCL 600.8302(4)), in addition to the assessment of fines and costs, the court may issue and enforce any judgment, writ, or order necessary to enforce the ordinance.
- 5.02 The civil fine for a violation shall not be less than \$100.00 nor more than \$500.00, in the discretion of the court, together with costs of the action, which are not limited to the costs in ordinary civil actions and may include all expenses, direct and indirect, to which the City has been put in connection with the municipal civil infraction up until the entry of judgment, and such other assessments and damages and expenses as are allowed by law.
- 5.03 Each day that a violation is permitted to exist or continue shall constitute a separate violation.
- 5.04 In addition to any remedies available at law, the City may bring an action for an injunction or other process against a person to restrain, prevent, or abate any violation of City ordinance.

Section 6. Contents of Municipal Civil Infraction Citation.

- 6.01 A municipal civil infraction citation shall contain the name and address of the alleged violator, the municipal civil infraction alleged, the place where the alleged violator shall appear in court, the telephone number of the court, and the time at or by which the appearance shall be made.
- 6.02 The municipal civil infraction citation shall inform the alleged violator that he or she may do one of the following:
- (1) Admit responsibility for the municipal civil infraction by mail, in person, or by representation, at or by the time specified for appearance.
 - (2) Admit responsibility for the municipal civil infraction “with explanation” by mail by the time specified for appearance or, in person, or by representation.
 - (3) Deny responsibility for the municipal civil infraction by doing either of the following:
 - a. Appearing in person for an informal hearing before a judge or district court magistrate, without the opportunity of being represented by an attorney, unless a formal hearing before a judge is requested by the City.
 - b. Appearing in court for a formal hearing before a judge, with the opportunity of being represented by an attorney.
- 6.03 The municipal civil infraction citation shall also inform the alleged violator of all of the following:
- (1) That if the alleged violator desires to admit responsibility “with explanation” in person or by representation, the alleged violator must apply to the court in person, by mail, by telephone, or by representation within the time specified for appearance and obtain a scheduled date and time for an appearance.
 - (2) That if the alleged violator desires to deny responsibility, the alleged violator must apply to the court in person, by mail, by telephone, or by representation within the time specified

for an appearance and obtain a scheduled date and time to appear for a hearing, unless a hearing date is specified on the citation.

- (3) That a hearing shall be an informal hearing unless a formal hearing is requested by the alleged violator or the City.
 - (4) That at an informal hearing, the alleged violator must appear in person before a judge or district court magistrate, without the opportunity of being represented by an attorney.
 - (5) That at a formal hearing the alleged violator must appear in person before a judge with the opportunity of being represented by an attorney.
- 6.04 The municipal civil infraction citation shall contain a notice in bold face type that the failure of the alleged violator to appear within the time specified in the citation or at the time scheduled for a hearing or appearance is a misdemeanor and will result in the entry of a default judgment against the alleged violator on the municipal civil infraction.

Section 7. Municipal Ordinance Violations Bureau.

- 7.01 The City of Jonesville establishes a Municipal Ordinance Violations Bureau, as authorized under Section 8396 of the Act (MCL 600.8396), to accept admissions of responsibility for municipal civil infractions in response to municipal civil infraction notices issued and served by an authorized City official, and to collect and retain civil fines and costs as prescribed by this or any other ordinance.
- 7.02 The Municipal Ordinance Violations Bureau shall be located at the City Hall or at such other location in the City as may be hereafter designated by the City Council. All personnel of the bureau shall be City employees. The City Council may by resolution designate bureau personnel and a bureau clerk with the duties prescribed herein and as otherwise may be designated by the City Council.
- 7.03 Disposition of violations. The Municipal Ordinance Violations Bureau may dispose of only a municipal civil infraction violation for which a municipal civil infraction violation notice has been issued. The Municipal Ordinance Violations Bureau may not dispose of any municipal civil infraction violation for which a municipal civil infraction citation has been issued. The fact that a fine has been scheduled for a particular violation shall not entitle any person to dispose of the violation at the Municipal Ordinance Violations Bureau. Nothing in this ordinance shall prevent or restrict the City from issuing a municipal civil infraction citation for any violation or from prosecuting any violation in a court of competent jurisdiction.
- 7.04 The scope of the Municipal Ordinance Violations Bureau's authority shall be limited to accepting admissions of responsibility for municipal civil infractions as to which a municipal civil infractions violation notice has been issued and collecting and retaining civil fines and costs as a result of those admissions. The Municipal Ordinance Violations Bureau shall not accept payment of a fine from a person who denies having committed the offense or who admits responsibility only with explanation, and in no event shall the bureau determine, or attempt to determine, the truth or falsity of any fact or matter relating to an alleged violation. No person shall be required to dispose of a municipal civil infraction violation at the Municipal Ordinance Violations Bureau and any person may have the violation processed before a court of appropriate jurisdiction. The unwillingness of any person to dispose of any violation at the Municipal Ordinance Violations Bureau shall not prejudice the person or in any way diminish the person's rights, privileges, and protections accorded by law.
- 7.05 Municipal civil infraction violation notices shall be issued and served by authorized City officials under the same circumstances and upon the same persons as provided for citations pursuant to

Section 4.06 and Section 4.07 of this ordinance. In addition to any other information required by this ordinance or any other ordinance, the notice of violation shall indicate the time by which the alleged violator must appear at the Municipal Ordinance Violations Bureau, the methods by which an appearance may be made, the address and telephone number of the Municipal Ordinance Violations Bureau, the hours during which the bureau is open, the amount of the fines scheduled for the alleged violation, and the consequences for failure to appear and pay the required fine within the required time.

- 7.06 An alleged violator receiving a municipal civil infraction violation notice shall appear at the Municipal Ordinance Violations Bureau and pay the specified fine and costs at or by the time specified for appearance in the municipal civil infraction violation notice. An appearance may be made by mail, in person, or by representation. Unless a different schedule of civil fines is provided for by an applicable ordinance, the civil fines payable to the bureau upon admission of responsibility by persons served with municipal civil infraction violation notices shall be determined pursuant to the following schedule and on the basis of the dates of the violation(s):

- (1) first violation - \$100.00
- (2) second violation for the same offense within a four-year period - \$150.00
- (3) third violation for the same offense within a four-year period - \$250.00
- (4) fourth or subsequent violation for the same offense within a four-year period - \$500.00.

The Schedule of fines as set forth above may be revised from time to time by the Jonesville City Council by Resolution approved by a majority of the Council.

- 7.07 If an authorized City official issues and serves a municipal civil infraction violation notice and if an admission of responsibility is not made and the civil fine and costs, if any, prescribed by the schedule of fines for the violation are not paid at the Municipal Ordinance Violations Bureau, a municipal civil infraction citation may be filed with the district court and a copy of the citation may be served by first class mail upon the alleged violator at the violator's last known address. The citation filed with the court does not need to comply in all particulars with the requirements for citations as provided by Sections 8705 and 8709 of the Act, but shall consist of a sworn complaint containing the allegations stated in the municipal civil infraction violation notice and shall fairly inform the violator how to respond to the citation.
- 7.08 The bureau clerk or other designated City official/employee shall retain a copy of all municipal civil infraction violation notices and shall account to the City Council once a month or at such other intervals as the City Council may require concerning the number of admissions for municipal civil infraction violation notices within the jurisdiction of the bureau and the amount of fines/costs collected with respect to such violations. The civil fines/costs collected shall be delivered to the City Treasurer in such intervals as the Treasurer shall require, and shall be deposited in the general fund of the City.
- 7.09 Nothing in this ordinance shall be deemed to require the City to initiate its municipal infraction ordinance enforcement activity through the issuance of a municipal civil infraction violation notice. As to each ordinance violation designated as a municipal infraction, the City may, at its sole discretion, proceed directly with the issuance of a municipal civil infraction citation or take such other enforcement action as is authorized by law.

Section 8. Severability.

8.01 The provisions of this ordinance are hereby declared to be severable, and if any part is declared invalid for any reason by a court of competent jurisdiction, it shall not affect the remainder of the ordinance, which shall continue in full force and effect.

Section 9. Repeal.

9.01 All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

Section 10. Effective date.

10.01 This Ordinance shall take effect ten (10) days after publication, as provided by City Charter.

YEAS:

NAYS:

ABSENT:

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

Gerald E. Arno, Mayor

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. 225, 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

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.

From: Chris Grider <cgrider@jonesville.org>
Sent: Thursday, March 27, 2025 10:01 AM
To: Olivia Johnson <ojohnson@jonesville.org>
Subject: FW: Materials Management Planning Committee

From: Chris Grider
Sent: Thursday, March 27, 2025 9:53 AM
To: d.ingles@co.hillsdale.mi.us
Subject: FW: Materials Management Planning Committee

From: Chris Grider
Sent: Thursday, March 27, 2025 8:30 AM
To: Douglas Ingles <d.ingles@co.hillsdale.mi.us>
Subject: RE: Materials Management Planning Committee

Good morning, Doug,

I sincerely appreciate the invitation to join the Materials Management Planning Committee. It is always encouraging to see dedicated individuals working toward the betterment of our community, and I commend the committee's commitment to such an important initiative.

After careful consideration, I have decided to respectfully decline the opportunity. Given my current commitment on the City Council and other professional obligations, I would not be able to dedicate the level of time and engagement that this role on this committee truly deserves. Additionally, I believe that my skill set and focus may not align optimally with the needs of the committee, and I want to ensure its work continues with the most effective contributors possible.

Out of respect for the time and effort of all involved, I feel it would be best to step aside and allow someone who can fully commit to the committee's objectives to take this position. However, I remain committed to supporting the work of the committee in any way that aligns with my role on City Council. And I welcome any updates or insights that might help me better serve our shared goals for Jonesville.

Thank you again for the opportunity and for the work you and committee are doing for the city. I appreciate your understanding and look forward to continuing to collaborate in other capacities.

Best regards,
Chris Grider

From: Douglas Ingles <d.ingles@co.hillsdale.mi.us>
Sent: Tuesday, March 18, 2025 1:46 PM
To: Burkhardt, Cathy <ransomtownship67120@gmail.com>; Larry Jones <ljones@lrsrecycles.com>; Rick Siebert <ricksiebert65@gmail.com>; Ingles, Doug <d.ingles@co.hillsdale.mi.us>; Jason Blake <jblake@cityofhillsdale.org>; Miller, Todd <scipiosup@yahoo.com>; metroffashley@gmail.com; Chris Grider <cgrider@jonesville.org>; Clark, Mike <mikeclark49242@gmail.com>
Cc: rgb6771@gmail.com; Jeff Gray <JGray@jonesville.org>; weswickham@hotmail.com
Subject: Materials Management Planning Committee

Meeting reminder: Thursday March 27; 6-730 pm; County Office Building; conference room

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
AUGUST ENVIRONMENTAL SERVICES	SIND PRETREATMENT PROGRAM TESTING	2,638.00
BAKER, LANAE	MILEAGE - CLERK'S INSTITUTE	246.97
BAKER, VICKI/B & B CLEANING,	CITY HALL/JPD/JFD CLEANING SERVICES	635.00
BRINER OIL CO., INC.	MVP - BULK TANK	71.31
	JPD/DPW GASOLINE	419.22
	JFD - GASOLINE	27.76
		518.29
BUTTERS EXCAVATING & LAWN CARE	CEMETERY MAINT/SEXTON SERVICES	5,981.67
CLEAR VIEW B.R. LLC	CITY HALL/JPD WINDOW CLEANING	40.00
COBALT HOLDINGS	FAST PARK - RUBBER MULCH	17,100.00
	FAST PARK - LANDSCAPE FABRIC & PINS	1,100.00
		18,200.00
COMMUNITY HEALTH AGENCY	2025 REC FOOD PERMIT	140.00
CONSUMERS ENERGY	CEMETERY ELECTRICITY	37.78
	JFD - EMERGENCY SIREN ELECTRICITY	43.21
	IRON REMOVAL PLANT ELECTRICITY	1,322.37
		1,403.36
COUNTRYSIDE TROPHIES	CITIZENSHIP AWARDS/PLAQUES	150.00
CSZ SERVICES, LLC	ASSESSING SERVICES	5,670.00
CURRENT OFFICE SOLUTIONS	JPD COPIER MAINTENANCE	106.26
DEPENDABLE FIRE APPARATUS, LIJ	JFD - TRUCK 562 REPAIRS	1,128.21
DINGES FIRE COMPANY	JFD - REPAIRS	362.43
FIRST NATIONAL BANK OMAHA	BAKER - MAMC CLERKS INSTITUTE	500.00
FLEIS & VANDENBRINK ENG, INC.	WATER - TMF GRANT	3,261.61
GANNETT MICHIGAN LOCALIQ	HEARING/PUBLICATION ADS - ORD 224	130.60
GERKEN MATERIALS	FAST PARK - SAND	293.41
	FAST PARK - SAND	288.86
		582.27
GREENMARK EQUIPMENT	MVP - CHAIN SAW CHAINS	75.83
HENRY FORD JACKSON OCC HEALTH	PRE-EMPLOYMENT PHYSICALS	260.00
HILLSDALE CO SHERIFF DEPT	JPD - 2025 RANGE USE	300.00
HILLSDALE COUNTY TREASURER	2025 DOG LICENSES	510.00
HOMER INDEX	RECREATION AD	189.00
HYDROCOP, INC	WATER - RESIDENTIAL CROSS CONNECTION PROGRAM	504.00
IDEXX DISTRIBUTION CORP.	WATER - SUPPLIES	3,947.88
JONESVILLE HARDWARE	SUPPLIES/TOOLS/REPAIRS	522.27
JONESVILLE LUMBER	JFD - SUPPLIES/MVP - TOOLS	38.97
JONESVILLE, CITY OF	CITY HALL WATER/SEWER	52.95
	JPD WATER/SEWER	52.95
	JFD WATER/SEWER	92.68
	WRIGHT ST PARK WATER/SEWER	39.70
	WWTP WATER/SEWER	141.84
	DPW BUILDING WATER/SEWER	52.95
		433.07
KEN STILLWELL FORD-MERCURY, I	JPD - OIL CHANGE/19 FORD	75.33
	JPD - OIL CHANGE/21 FORD	75.33
	JPD - 2025 FORD INTERCEPTOR	48,255.08
		48,405.74
LOCKWOOD, MITCHELL	MILEAGE - D3 WATER EXAM PREP	100.80
LOVINGER & THOMPSON, P.C.	LEGAL FEES	125.00
	LEGAL FEES	92.50
		217.50
LRS, LLC	CITY HALL/JPD/JFD/DPW/WWTP - TRASH/RECYCLING	217.00
MACQUEEN EMERGENCY	JFD - FIRE GEAR	464.48
	JFD - FIRE GEAR	464.48
		928.96
MERIT LABORATORIES	WWTP - TESTING	408.00
MICHIGAN GAS UTILITIES	IRON REMOVAL PLANT GAS SERVICE	262.22
	WWTP GAS/HEAT SERVICE	2,594.91
	JPD GAS/HEAT SERVICE	130.34
	JFD GAS/HEAT SERVICE	325.03
	DPW BUILDING GAS/HEAT SERVICE	197.65
	CITY HALL GAS/HEAT SERVICE	144.18

04/10/2025
User: LSPAHR
DB: Jonesville

CITY OF JONESVILLE
INVOICE APPROVAL LIST
04/17/2025

Page: 2/2

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
	GAS LIGHT SERVICE	59.10
	3,713.43	
MML WORKERS COMPENSATION FUND	WORK COMP QUARTERLY INVOICE	1,877.00
NORM'S AUTO-JONESVILLE	JFD - TRUCK 569 TIRE REPAIR	40.00
OLD, JAMI	REC REFUND - AVEYAH	75.00
PENROSE, ANDY	R2PC MEETING MILEAGE	60.44
PERFORMANCE AUTOMOTIVE	MVP - SUPPLIES/REPAIRS	501.30
PETTY CASH	PETTY CASH REIMBURSEMENT	169.26
PM DOORS, LLC	JFD - OVERHEAD DOOR SERVICE	100.00
POSTMASTER	POSTAGE - WATER/SEWER BILLS	364.53
SANDS, ROGER P & ANNETTE L	RELEASE FIRE INSURANCE ESCROW FUNDS	15,520.00
STOCKHOUSE CORPORATION	PAYROLL CHECK STOCK	125.00
	BAKER - BUSINESS CARDS	49.00
	CITIZEN OF THE YEAR TICKETS	50.00
	224.00	
STUKEY, JOSETTE	REC REFUND - MADISON STUKEY	75.00
TRACTOR SUPPLY CREDIT PLAN	MVP - VEHICLE REPAIRS	14.99
UNIFIRST CORPORATION	WWTP - UNIFORM RENTAL	57.15
	CITY HALL/JPD - FLOOR MATS	36.93
	WWTP - UNIFORM RENTAL	57.15
	MVP - SHOP TOWELS	17.25
	WWTP - UNIFORM RENTAL	57.15
	WWTP - UNIFORM RENTAL	57.15
	MVP - SHOP TOWELS	17.25
	300.03	
UNIQUE PAVING MATERIALS CORP	COLD PATCH	150.06
UTILITY SERVICE CO, INC	WATER TOWER MAINT CONTRACT	9,155.96
VC3, INC.	RECEIPT PRINTER	301.99
	CLOUD PROTECTION - MARCH 2025	52.00
	EXCHANGE ONLINE - MARCH 2025	104.00
	457.99	
VERIZON WIRELESS	JPD/WWTP/DPW-CELL PHONES/RADIO TOWER/JPD MODEMS/JF	355.64
	Total:	131,908.32

Jonesville Police Department

116 West Chicago Road
Jonesville, Michigan. 49250

911 Police Service Administration (517) 849-2101

FAX (517) 849-2520

ACTIVITY SUMMARY FOR MARCH 2025

Total reports written: 55
Aggravated Assault: 1
Assault and Battery: 1
Break and Enter: 1
Damage to Property: 2
Stolen Property: 1
OWID: 1
Retail Fraud: 5
MIP-Health-Safety: 1
Mental Health Petition: 1
Non-Violent Domestic: 2
Driving Law Violations: 3
Obstructing Justice: 3
Public Roadway Accidents: 5
Private Property Accidents: 2
Other Arrests: 4 (warrants, traffic-DWLS/Revoked, etc.)
Civil Matter/Family Disputes: 0
Traffic Policing: 1
Medical Emergency: 9
Open Door: 1
Nuisance Animals: 1
Ordinance Violations: 2
Lost and Found Property: 1
Suspicious Situations: 5
General Assistance: 9
Traffic/Moving Violations: 20
Warrants Received from Prosecutor: 6



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

Runs for March

<u>Run</u>	<u>Members</u>	<u>Date</u>	<u>Type of call</u>	<u>Location</u>	<u>City</u>	<u>Fayette</u>	<u>Scipio</u>	<u>Mutual</u>	<u>Training</u>
36	3	3/2/2025	Medical Disregard	118 Walnut St Apt.7	X				
37	7	3/3/2025	Assist Medical	214 EAST ST	X				
38	4	3/6/2025	Wires Down	3240 HALF MOON LAKE RD		X			
39	5	3/12/2025	PI Accident	MURPHY ST & BAXTER ST	X				
40	8	3/13/2025	Structure Fire	7680 ADDISON RD				X	
41	6	3/14/2025	Grass/Brush Fire	9460 Milnes Rd		X			
42	10	3/14/2025	Grass/Brush Fire	2253 E. Mosherville Rd.			X		
43	6	3/18/2025	Trainings	Sta 5 - Dispatch/CAD					X
44	3	3/20/2025	Accident Disregard	425 E. Chicago St	X				
45	6	3/22/2025	Structure Fire	14 S. West St				X	
46	4	3/23/2025	Structure Fire	14 S. West St (Hillsdale)				X	
47	4	3/25/2025	Assist Medical	707 Langs Dr	X				
48	7	3/26/2025	Sta 5 Equipment Inspections	Station 5					X
49	5	3/27/2025	MVA	Industrial Park Way/Deal Park Way	X				
50	9	3/30/3035	Wires Down	Bowman St. & Harley St.	X				
51	9	3/30/2025	Wires Down	206 Hillcrest Ct	X				
52	9	3/30/2025	Wires Down	414 Liberty St.	X				
53	9	3/30/2025	Wires Down	E. Chicago St and Oak St.	X				
54	9	3/30/3025	Wires Down	221 Orville St.	X				
55	9	3/30/2025	Wires Down	118 Walnut St	X				

Year Total Type of Call

<u>City</u>	<u>Fayette</u>	<u>Scipio</u>	<u>Mutual</u>
31	7	4	10
<u>Training</u>			
7			

Total for March 20
Total for the Year 59

Monthly Calls

	<u>City</u>	<u>Fayette</u>	<u>Scipio</u>	<u>Mutual</u>	<u>Training</u>	<u>Totals</u>
January	9	4	0	5	3	21
Febuary	7	0	3	2	2	14
March	12	2	1	3	2	20
April	3	1	0	0	0	4
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	31	7	4	10	7	59

MONTHLY OPERATING REPORT

March 2025

SUBMITTED: March 08,2025

WATER FLOW

MAXIMUM	179,000
MINIMUM	109,000
AVERAGE	158,000
TOTAL	4.907 MG

WASTEWATER FLOW

MAXIMUM	310,800
MINIMUM	220,300
AVERAGE	245,800
TOTAL	7.6206 MG

CALLOUTS: Sunday, March 30 power outage. Shawn and Mitchell responded, with Rick and Brian Boyle assisting as well. The “old guard” was very helpful in assisting with, and trouble-shooting, obstacles at the waste water plant. DPW employees also assisted in getting the generator going at the water tower and transition of generator power at the waste water plant. Truly a team effort!

OPERATION & MAINTENANCE

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

The Wastewater Plant Laboratory processed 145 Bacteria tests, 30 Nitrate tests and 14 Nitrite tests in March 2025. **Totaling \$3,780.** The annual totals to date are 405 Coliform Bacteria, 83 Nitrates, and 28 Nitrites. **Totaling \$10,320** for 2025.

USG performed an inspection of the Water Tower. Everything passed, and they were pleased with the cleanliness and upkeep of our tower.

Mitchell Lockwood attended training classes for exam preparation to take his D-3 Water license.

New staff to the city were taken on a tour of the Iron Removal Plant and the Waste Water Plant. Much was covered and good questions and conversation was had. “Do you know where the water that you use goes...?”

We are in the process of getting a new secondary sludge pump at the waste water plant. We have two alternating pumps, and are currently running on only one. These pumps run a minimal time per day (5-15 minutes), yet are vital in keeping a constant sludge depth of 2 feet in our secondary clarifiers.

Aladin Electric has rescheduled our transformer repair for April 29.

Sunday, March 30 we had a power surge at the waste water plant. This surge took out our SCADA system and a UPS. Denton and Rick, with help from Nate at RS Technical Services, trouble shot the issue and got the system back up and running. This glitch

brought to light the need to replace all UPS (Uninterrupted Power Supply) back up units in all of our control panels at the iron removal plant, waste water plant and water tower. All units are out of date being five to seven years old. It is recommended that units be replaced every two to three years. The new units will include surge protection.

Sunday, March 30 at approximately 6:30p.m. the City of Jonesville suffered a power outage. Shawn and Mitchell responded. Although problems were corrected and mitigated in a timely manner, there were still issues that arose during this emergency. The biggest of which was our generator did not automatically switch over and power the plant. Superior Industrial is replacing the control panel. Other issues included blown fuses, pumping controls and motor failure. We have, or are in the process of, fixing these issues.

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—2.4 mg/l

Average Percent Removal from the Raw Wastewater—98.4 %

Daily Maximum—6 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—1.5 mg/l

Average Percent Removal from the Raw Wastewater—98.8%

Daily Maximum—3 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—0.50 mg/l

Average Percent Removal from the Raw Wastewater—88.9 %

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—0.1 mg/l

Average Percent Removal from the Raw Wastewater—99.6%

Jonesville Daily Maximum—2.2 mg/l

Shawn Mullaly/Rick Mahoney

City of Jonesville DPW Monthly Report

March 2025

Staff and I have been responding to MISS DIG tickets.

Staff and I continue along the winter salting/plowing season! We had 1 salting occurrence putting down over 2 tons of road salt across state, major and local road ways. Including parking lots.

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

Staff and I cleaned debris from all storm drains.

Staff and I trimmed multiple trees around the city.

City Hall Staff and I had a pre-construction meeting with Dukes and F&V Engineer to discuss the upcoming water line investigations.

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 sat in on a EGLE webinar discussing lead and copper policies.

Staff and I installed playground boarder in Carl Fast Park.

Staff and I hauled new rubber playground mulch to Carl Fast Park and installed it.

I completed and submitted the DPW budget plan for the upcoming budget cycle.

New DPW staff members attended a city tour across all departments and city buildings.

Staff and I responded to a pop-up severe storm causing wide spread damages a crossed all corners of the city limits.

City hall staff and I completed the spring brush collection schedule along with the spring hydrant flushing schedule.

City hall staff and I confirmed new street sweeping contractor CurbCo. to a two-year contract.

I completed and submitted documentation confirming city's streets to MDOT in Lansing for our act 51 contract.

City hall staff and I worked up a contract extension for Michigan Lawn and Landscape for the city's annual mowing and park leaf collections.

Staff purchased our yearly supply of automotive type of filters during Performances annual Wix sale saving the department over 50% on each individual filter.

Charles Crouch
DPW Superintendent

CITY OF JONESVILLE CASH BALANCES

		March-2025	BANK BALANCE
GENERAL FUND:			
	General Fund Now Checking	101-000-001	0.00
	General Fund ICS	101-000-002	43,024.72
	General Fund Fire Insurance Escrow	101-000-002.100	1.61
	General Fund CLASS Acct	101-000-007	2,040,543.09
	General Fund Cemetery CLASS Acct	101-000-007.100	106,318.96
	General Fund Alloc of Assets CLASS	101-000-007.200	472,310.71
MAJOR STREETS:			
	Major Streets Now Checking	202-000-001	56,214.28
	Major Streets CLASS Acct	202-000-007	699,291.73
LOCAL STREETS:			
	Local Streets Now Checking	203-000-001	8,936.32
	Local Streets CLASS Acct	203-000-007	751,027.45
STATE HIGHWAY:			
	State Highway Now Checking	211-000-001	10,650.39
L.D.F.A.:			
	LDFA Operating Now Checking	247-000-001	44,360.23
	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	3,677,320.64
D.D.A.:			
	DDA Now Checking	248-000-001	59,414.60
	DDA Operating CLASS Acct	248-000-007	225,780.17
SEWER FUND:			
	Sewer Receiving Now Checking	590-000-001	102,240.10
	Sewer Bond & Interest Checking	590-000-001.300	10.00
	Sewer Receiving CLASS Acct	590-000-007	378,008.91
	Sewer Plant Improv. CLASS Acct	590-000-007.200	1,476,435.36
WATER FUND:			
	Water Receiving Now Checking	591-000-001	62,054.33
	Water Receiving CLASS Acct	591-000-007	497,730.52
	Water Plant Improvement CLASS Acct	591-000-007.100	439,153.09
	Water Bond Reserve CLASS	591-000-007.200	67,902.03
	Water RR&I Reserve CLASS	591-000-007.250	57,048.35
	Water Tower Maint CLASS Acct	591-000-007.300	59,537.49
	Water Maint CLASS Acct	591-000-007.400	100,955.44
MOTOR VEHICLE POOL:			
	Motor Vehicle Pool Now Checking	661-000-001	30,001.64
	Equip. Replace CLASS - Police Car	661-000-007.301	8,657.77
	Equip. Replace CLASS - Fire Truck	661-000-007.336	60,277.77
	Equip. Replace CLASS - DPW Equip	661-000-007.463	46.99
	Equip. Replace CLASS - WWTP/Vactor	661-000-007.590	68,093.17
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	596.58
GRAND TOTAL			12,103,954.44



**SUNSET VIEW CEMETERY ACTIVITY REPORT
MARCH 2025**

	Lot Sales*	Interments				Foundations Purchased	Burial Rights Transfers	Disinterments
		Adult	Child	Infant	Cremation			
January	0	1	0	0	0	0	0	0
February	0	1	0	0	0	0	0	0
March	1	3	0	0	1	2	0	0
2025 Totals	0	5	0	0	1	2	0	0

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

March/April Focus:

- Spring cemetery clean up
- Expansion Planning

May/June Focus:

- Expansion survey and design

JOINT EXPO & OPERATOR DAYS

MICHIGAN SECTION – AMERICAN WATER WORKS ASSOCIATION

and

MICHIGAN WATER ENVIRONMENT ASSOCIATION

CERTIFICATE *of* COMPLETION

Joint Expo

Shawn Mullaly

February 5, 2025
Lansing, Michigan

EGLE Course Code 344

DW/WW CECs – 0.2 Other

JOINT EXPO & OPERATOR DAYS

MICHIGAN SECTION – AMERICAN WATER WORKS ASSOCIATION

and

MICHIGAN WATER ENVIRONMENT ASSOCIATION

CERTIFICATE *of* COMPLETION

Joint Expo & Operator Days

Shawn Mullaly

February 5, 2025
Lansing, Michigan

EGLE Course Code 344 and 338

PDHs – 8

Central Michigan University

THIS CERTIFICATE OF ACHIEVEMENT IS AWARDED TO

LaNae Baker

FOR SUCCESSFULLY COMPLETING
YEAR 1
OF THE

Michigan Municipal Clerks Institute

SPONSORED BY: MICHIGAN ASSOCIATION OF MUNICIPAL CLERKS
MARCH 2025

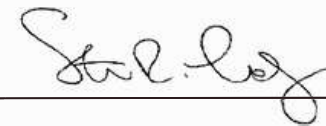


Kaleb G. Patrick, Ed.D.
INTERIM VICE PRESIDENT FOR
CMU INNOVATION AND ONLINE



CENTRAL
MICHIGAN UNIVERSITY

HOURS OF INSTRUCTION - 40



Steve Ludwig
MAMC INSTITUTE DIRECTOR
AND FACILITATOR