

AGENDA
REGULAR MEETING OF THE CARO CITY COUNCIL
May 16, 2022, 6:30 P.M.

CALL TO ORDER (Pledge of Allegiance)

AGENDA APPROVAL

PUBLIC COMMENTS/VISITORS:

COMMUNICATION: None

CONSENT AGENDA:

1. Regular Council Minutes – May 4, 2022
2. Council Budget Workshop Minutes – May 9, 2022
3. Invoices
4. Department Reports
 - A. Police Report – Chief Brian Newcomb
 - B. Fire Report – Chief Randall Heckroth
 - C. Code Enforcement – Randall Heckroth
 - D. DPW/Water Reports - None
 - E. WWTP - None
 - F. Municipal Parking Violations Bureau Report – Rita Papp

REGULAR AGENDA: (action required)

1. Schedule Public Hearing for FY 2022-2023 Budget
2. Caro Chamber of Commerce Request to Close Streets for Cars & Crafts Weekend 2022

CLOSED SESSION: Discuss Written Legal Opinion – MCL 15.268 Sec 8(1)(h)

1. Motion to Open Closed Session
2. Discuss Written Legal Opinion
3. Motion to Close Closed Session

ITEMS PENDING/POSTPONED: None

COMMITTEE/LIAISON POSITION REPORTS:

1. Economic Development Corporation (Greene)
2. Chamber of Commerce (Manager)
3. Downtown Development Authority (Hall)
4. Fair Board (White)
5. Parks & Recreation (White)
6. Planning Commission (Eschenbacher)
7. Tuscola County Board of Commissioners (Jones-Holubec)
8. Zoning Board of Appeals (Greene)
9. Indianfields Township (Greene)
10. Almer Township (Campbell)

MAYOR'S REPORT – Written report submitted.

MANAGER COMMENTS – Written report submitted.

CLERK'S REPORT – Written report submitted.

TREASURER'S REPORT – Written reports submitted.

ADDITIONAL PUBLIC COMMENTS

ADJOURN

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CITY OF CARO REGULAR COUNCIL MINUTES

Mayor Joe Greene called the regular meeting of the City Council to order on May 4, 2022, at 6:33 p.m. in the Council Chambers.

Present: Mayor Joe Greene, City Council: Bob Eschenbacher, Emily Campbell, Don Hall, Tisha Jones-Holubec, and Jill White

Absent: Kory Batschke

Others: Matthew Lane – City Manager, Rita Papp – Clerk, and other guests

AGENDA APPROVAL

22-M-72

Motion by Eschenbacher, seconded by Campbell to approve the agenda as presented.

Motion Carried.

PUBLIC COMMENT/VISITORS:

Mark Putnam – Commented on article he submitted to the Tuscola County Advertiser regarding the Caro Strand Theatre.

COMMUNICATIONS: None

CONSENT AGENDA:

1. Regular Council Minutes – April 18, 2022
2. Special Council Meeting Minutes – April 25, 2022
3. Invoices

22-M-73

Motion by Eschenbacher, seconded by White to approve the consent agenda as presented including invoices.

Motion Carried.

REGULAR AGENDA: (action required)

1. Demolition of Residential Structures 2022

22-M-74

Motion by Hall, seconded by White to accept the recommendation of the City Manager and award the demolition contract to Willy's Contracting out of Saginaw in the amount of \$38,126.00.

Motion carried.

2. Fire Department Budget Adjustment Request FY 2021-2022

22-M-75

Motion by Eschenbacher, seconded by Jones-Holubec to approve the Fire Department Budget Adjustment as presented. Move \$4,000.00 from line-item number 536-336-740-000, Operating Costs to the Fire Prevention House and Water Rescue Craft purchase project. Fire Fighters to contribute the remaining cost to this project.

Motion carried.

ITEMS PENDING/TABLED: None

COMMITTEE/LIAISON POSITION REPORTS: None

MAYOR'S REPORT – Written report submitted

National Teachers Week – May 2 - 6, 2022

National Firefighter Day – May 4, 2022

National Day of Prayer – May 5, 2022, at 12:00 p.m. – Courthouse lawn

National Military Month – May 2022

Nurses Week – May 6 – 12, 2022

MANAGER'S COMMENTS – Written report submitted

Mayor Greene – Asked about sidewalk project. Mike Carpenter gave an update on project.

Council Member Hall – Asked if they have determined sidewalks for next year. City Manager and Director of Public Works and Utilities to assess.

Mayor Greene – Asked about Lincoln Street project. Mike Carpenter gave an update on project and commented on the Gilford Street project and the condition of Court Street.

City Manager – Discussed the tree issue with adjacent neighbors behind municipal hall. Discussion followed.

CLERK'S REPORT – Written report submitted

Gave an update on the election. Caro Area Transit Authority millage passed. City of Caro had 352 voters of which 276 were Absentee Ballots and 76 were in person voters. Election day went well with no issues. Next election is Primary Election on August 2, 2022.

ADDITIONAL PUBLIC COMMENT:

Allan Michel – Commented on his removal from the Planning Commission and issues with the chairperson. Also asked for an update on the old police station. City Manager gave an update.

Council Member Hall – Commented on the LED light on the Welcome to Caro sign is not working.

Commented on the condition of downtown buildings. Discussion followed. Commented on the condition of the church on Burnside Street and Sheridan Street. Discussion followed. Commented on ideas for the ARPA funds. Discussion followed.

Council Member Jones-Holubec – World Lupus Day is May 10, 2022, and National Lupus Awareness month is May 2022.

Council Member Eschenbacher – Reminded council of budget workshop on May 9, 2022, at 6:00 p.m.

22-M-76

Motion by Eschenbacher, seconded by Jones-Holubec to adjourn the meeting at 7:08 p.m.

Motion carried.

Rita Papp
City Clerk

CITY OF CARO COUNCIL BUDGET WORKSHOP MINUTES

Mayor Pro Tem Bob Eschenbacher called the budget workshop meeting of the City Council to order on May 9, 2022, at 6:00 p.m. in the Council Chambers.

Present: Mayor Joe Greene, City Council: Bob Eschenbacher, Kory Batschke, Emily Campbell, Don Hall, Tisha Jones-Holubec, and Jill White

Absent: None

Others in Attendance: Matthew Lane – City Manager, Rita Papp – Clerk, Michele Perry – Treasurer, Brian Newcomb – Police Chief, Randy Heckroth – Fire Chief, Dave Johnson – Director of Public Works & Utilities.

Discussion Items:

1. Future Capital Projects

Michele Perry – Treasurer and Matt Lane – City Manager presented the proposed list of capital items for the FY 2022-2023 budget. The items that were proposed to use ARPA funds were: City Hall HVAC upgrade \$120,000.00, Development Program \$50,000.00, Demolition of old Police Department \$102,000.00, EMS Services \$95,000.00, and Medical First Responder Pilot Program \$50,000.00. Total proposed ARPA funds \$417,000.00. There was discussion on the Demolition of the old Police Department and whether that should be taken from our general fund. Councilor White stated that some of the ARPA money should be used for upgrades to the parks. It was determined that the \$102,000 allocated ARPA fund should be moved to the proposed capital project line item of Recreation Center Upgrade & Parks and the Demolition of the old Police Department will be taken from the general fund. Council agreed to the modified proposed capital project list presented.

Mayor Greene would like the ARPA funds to be used for the public more. It should be used on the upgrades to the parks and playground equipment and upgrade the recreation center (old recycling center). Mayor Greene commented on the upgrade needed on the ladder truck for the fire department. Randy Heckroth – Fire Chief discussed the situation on the ladder truck and its condition. Mayor Greene asked if the city has investigated electric vehicles. Brian Newcomb – Police Chief discussed the issue with electric vehicles in his department and how it will not be cost prohibited due to the pursuit rating of a police car. Councilor Batschke would like to see charging stations in the city and perhaps there are grants available for this.

2. Additional Personnel

Michele Perry – Treasurer and Matt Lane – City Manager presented the spreadsheet with personnel requests. The DPW and WWTP position are currently vacant and are not an additional request. There was a discussion on the FT Police Officer. Brian Newcomb – Police Chief explained the necessity of a full-time police/resource officer for the school district. This position will be funded by 1/3 from Caro Schools and an unknown contribution from the Tuscola ISD. The PT Police Officer position is a budgeted line item and Chief Newcomb wishes to add funds to this line item to cover staff as needed.

Discussion followed on the Part-Time Parks & Recreation Program Coordinator. This position is funded 50% by the MSU extension office. Management Intern Position has been removed from the additional personnel request. The Director of Development/Strategic Initiatives position and Assistant City Manager/Sr. Projects Admin was discussed next at length. It was determined that the council has agreed to add these two positions as full time as they are currently part time. Matt Lane – City Manager is looking to see if these positions should be posted.

3. Other items

Michele Perry – Treasurer discussed the fund balance summary provided and explained future fund balance amounts.

Councilor Hall asked what the city income is from taxes. Michele Perry – Treasurer estimated it to be \$1.4 million.

City Manager reminded council of other revenue sources such as marihuana income of \$112,000.00 per year.

Councilor Eschenbacher stated that the final budget should be prepared, and we need to set up a public hearing at the next general council meeting on May 16, 2022.

The workshop adjourned at 8:09 p.m.

Rita Papp
City Clerk

GL Period	Chk Issue Date	Check No	Vendor No	Payee	Amount
05/22	05/16/2022	75339	2439	AIR ADVANTAGE LLC	508.00
05/22	05/16/2022	75340	2817	AMAZON CAPITAL SERVICES	3,529.35
05/22	05/16/2022	75341	2861	ASHLEY PERKINS	4.00
05/22	05/16/2022	75342	590	BELL - WASIK, INC.	78.92
05/22	05/16/2022	75343	2791	CAROL CARTER	20.00
05/22	05/16/2022	75344	264	CENTURYLINK	138.34
05/22	05/16/2022	75345	319	CONSUMERS ENERGY	3,477.03
05/22	05/16/2022	75346	2859	DAVID OSTERHOUT	27.00
05/22	05/16/2022	75347	2725	DIGICOM GLOBAL INC.	187.40
05/22	05/16/2022	75348	402	DJ's PORTABLE TOILET RENTA	684.00
05/22	05/16/2022	75349	388	DTE ENERGY	3,947.20
05/22	05/16/2022	75350	2174	EMTERRA ENVIRONMENTAL U	38,469.50
05/22	05/16/2022	75351	1711	GAMBLES DO IT BEST HARDW	668.57
05/22	05/16/2022	75352	2816	GEORGE THOMPSON	19.00
05/22	05/16/2022	75353	2455	GREAT LAKES PUBLIC SAFETY	110.00
05/22	05/16/2022	75354	2865	HEATH PETERS	602.00
05/22	05/16/2022	75355	226	HIRSCHMAN OIL SUPPLY INC	703.23
05/22	05/16/2022	75356	2858	ILEANA JACKSON	18.00
05/22	05/16/2022	75357	2862	JENNIFER ROSE	59.00
05/22	05/16/2022	75358	2821	JERRY MIDDAUGH	848.00
05/22	05/16/2022	75359	2793	JOY RICHARD	7.00
05/22	05/16/2022	75360	770	KEN MARTIN ELECTRIC, INC	45,000.00
05/22	05/16/2022	75361	2794	KENDRA UREEL	36.00
05/22	05/16/2022	75362	2702	KRISTAL'S HELPING HAND LLC	710.00
05/22	05/16/2022	75363	2647	MATTHEW LANE	71.00
05/22	05/16/2022	75364	827	MICH MUNICIPAL RISK MGMT A	35,757.50
05/22	05/16/2022	75365	2853	MICHAEL LUPINSKI	100.00
05/22	05/16/2022	75366	2796	MIKE PAPP	52.00
05/22	05/16/2022	75367	2563	MONCHILOV SEWER SERVICE	9,720.00
05/22	05/16/2022	75368	894	MOORE MOTOR SALES	99.96
05/22	05/16/2022	75369	933	NYE UNIFORM COMPANY	181.50
05/22	05/16/2022	75370	1727	OFFICE DEPOT	78.38
05/22	05/16/2022	75371	2863	PEARL ROMBERG	31.00
05/22	05/16/2022	75372	2642	R&R TECHNICAL SERVICES	1,422.00
05/22	05/16/2022	75373	1049	RON'S REFRIGERATION	123.50
05/22	05/16/2022	75374	2857	SCHERBA INDUSTRIES, INC.	5,995.00
05/22	05/16/2022	75375	2846	SMILLIE PLUMBING & HEATING,	1,602.00
05/22	05/16/2022	75376	2340	STATE OF MICHIGAN - DHHS	328.48
05/22	05/16/2022	75377	2860	STEPHANIE HALL	24.00
05/22	05/16/2022	75378	2864	TARA OLAR	10.00
05/22	05/16/2022	75379	1189	THUMB CELLULAR	290.90
05/22	05/16/2022	75380	17	TUSCOLA COUNTY ADVERTISE	2,870.50
05/22	05/16/2022	75381	1252	TUSCOLA COUNTY TREASURE	315.00
05/22	05/16/2022	75382	240	U.S. POSTMASTER	5.80
05/22	05/16/2022	75383	2482	UNIFIRST CORPORATION	147.69
05/22	05/16/2022	75384	2836	UPS	11.83
05/22	05/16/2022	75385	2799	WALTER MALBURG	6.00
05/22	05/16/2022	75386	2644	WATER SOLUTIONS UNLIMITED	3,619.00
05/22	05/16/2022	75387	2007	WITMER PUBLIC SAFETY GRO	1,008.87

Grand Totals:

163,723.45

CITY OF CARO

MANAGER
MATTHEW LANE
CLERK
RITA PAPP
TREASURER
MICHELE PERRY
ATTORNEY
LAURA GENOVICH

317 South State Street
Caro MI 48723
Phone 989-673-2226
Fax 989-673-7310
Website www.carocity.net

MAYOR
JOE GREENE
CITY COUNCIL
BOB ESCHENBACHER
DON HALL
TISHA JONES-HOLUBEC
JILL WHITE
EMILY CAMPBELL
KORY BATSCHEKE

To: Matthew Lane, City Manager, Caro City Council
From: Brian Newcomb, Chief of Police
Date: May 1, 2022
Reference: April 2022 Monthly police activity report

COMPLAINTS RECEIVED:

See attached complaint breakdown report

- Caro Police were dispatched to 157 complaints in April 2022
 - Comparison reports
 - March 2022, 166 complaints
 - February 2022- 157 complaints
 - January 2022- 182 complaints
 - April 2021-143 complaints

ARRESTS:

- Arrest count still affected by COVID.

PATROL VEHICLE MILEAGE:

- Mileage driven in April 2022= 1483 miles.

GASOLINE USED:

- Gallons- 123.58 gallons

VEHICLE MAINTENANCE RECORD FOR CAR 1

VEHICLE MAINTENANCE RECORD FOR CAR 2

TOTAL MAINTENANCE COSTS	YEAR:	MAKE		FORD		MODEL		SUV		LICENSE		VIN NO. 1FM5K8AR0DGC06925		O
		Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	
Enter Starting Vehicle Mileage		102,792		103,457		104,960		105,857						
Monthly Mileage Totals		665		1,503		897		100		0		0		0
Total Mileage for Year		3,165												0
Maintenance Cost Per Mile		\$0.10												
TYPE OF SERVICE		VEHICLE MAINTENANCE COSTS												
Oil & Filter Change		\$69.58												
Air Filter Change														
Fuel Filter Change														
Transmission Fluid & Filter														
Engine Coolant														
Cooling System Flush														
Tire Repair or Replacement														
Tire Rotation or Balance														
Hose Replacement														
Brake Repair														
Engine Tune-Up		\$234.59												
Front End Alignment														
Power Steering / Brake Fluid														
A/C or Heater Repair														
Replace Belts														
Electrical Repairs														
Battery Replacement														
Battery Cables / Terminals														
Headlights or Light Bulbs														
Windshield Wiper Blades														
Wash & Wax														
Miscellaneous Service														
TOTAL MONTHLY MAINTENANCE COSTS		\$304.17		\$0.00		\$0.00								
													TOTAL	\$304.17

VEHICLE MAINTENANCE RECORD FOR CAR 3

VEHICLE MAINTENANCE RECORD FOR CAR 464

Abandoned Vehicle	
Alarm	4
Animal at Large/dog bite	
Animal Cruelty	1
Armed Robbery	
Arson	
Assault/domestic	8
Assist to MSP within city limits	
Assist to TUSH within city limits	2
Assist to other PD within city limits	
Assist to DPW	
Assist to CARO FIRE	3
Assist to MMR	7
Assist to DHHS	
Attempt to locate	
Attempt suicide	
Barking Dog	
Blight	
Bond Condition Violation/Arrest	
Breaking and Entering	2
Bullying	
Civil dispute	8
Child Neglect/abuse	1
Commercial Sex	
Credit Card fraud	
Criminal Sexual Conduct	
Curfew Violation	
Disorderly Person	8
Dog left in vehicle	
Drug Overdose	
Eavesdropping	
Embezzlement	
Emotionally Disturbed	1
Escape	
False Police Report	
Felonious Assault	
Fireworks	
Flee and Elude	1
Found/lost Property	1
Forgery	

Fraud	1
Fugitive	
General Non-Criminal	6
Harassment	4
Health and Safety	
Hit and Run PDA	3
I D Theft	
Illegal Burn	
Indecent Exposure	
Injury crash	5
Intimidation/threats	
Illegal Dumping	
Keys locked in Vehicle	
Kidnapping	
Larceny	1
Larceny from Auto	
Liquor Inspection	15
Liquor Violations	
Malicious Destruction	1
Mental Pickup Order	
Mental Health call	9
Minor in Possession	2
Misdemeanor Traffic-OWI	1
Misdemeanor Traffic-No Insurance	4
Misdemeanor Traffic-DWLS	1
Misdemeanor Traffic-reckless driving	
Misdemeanor Traffic-No Registration	2
Missing Person	2
Mutual Aid calls ** See Below**	3
Narcotics	3
Natural Death Invest	
Noise	
Obscenity	
Overdose-drugs	
PDA-traffic crash	7
Parole Violation	1
Probation Violation	1
Prowler	
Public Relations	1
Resist/Obstruct officer	

Retail Fraud	8
Runaway (juvenile)	
Stalking	
Sex Offense (other)	1
Suicide	
Suicidal Person	4
Suspicious Situation	10
Terrorist Threat	
Threats-school violence	2
Threats	4
Tobacco violation	
Trespass	4
Traffic Policing	3
UDAA (Vehicle Theft)	
Vehicle Inspection	
Verbal Domestic	1
Vehicle Inspection	
Verbal Domestic	3
Warrant arrests	6
Weapons Violations	
Wellness Check	3
911 Hangup	

1847 N Murray
 221 N Unionville
 390 E. Deckerville Betsy's place

domestic in progress
 domestic in progress
 fight in progress

tush
 tush
 tush

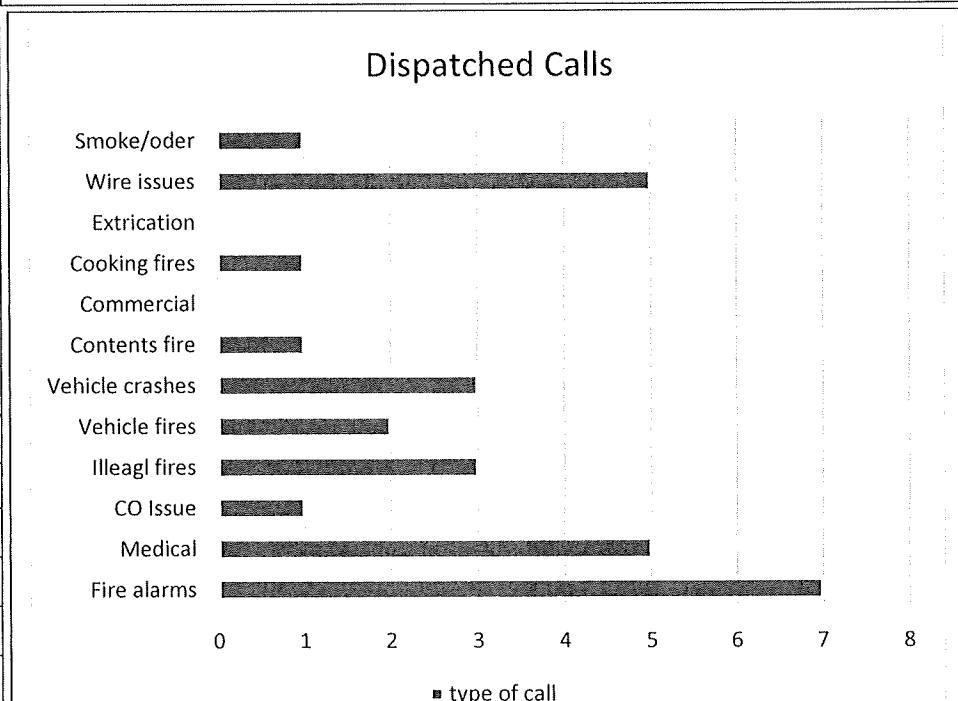
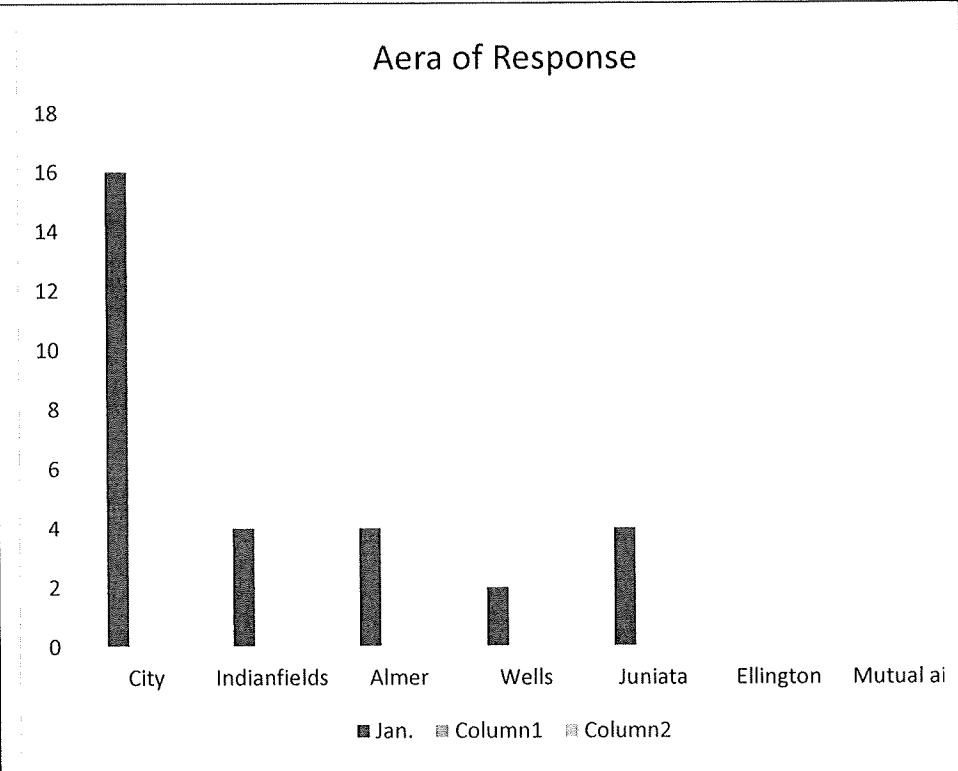


CITY OF CARO FIRE DEPARTMENT

May 2022 Council Fire report

April 2022 monthly review

False alarm	City of Caro
Medical assist	Indianfields
Illegal content fire	Juniata
Medical lift assist	City of Caro
False fire alarm	City of Caro
Vehicle fire	Almer
Medical assist	Wells
Medical assist	City of Caro
Vehicle fire	Almer
Power lines down	Juniata
Power lines down	City of Caro
Cable lines down	Indianfields
Power lines down	City of Caro
Stove fire	City of Caro
Electrical outlet fire	City of Caro
False fire alarm	City of Caro
False fire alarm	City of Caro
Vehicle crash	City of Caro
Illegal Fire	Juniata
Illegal fire	Juniata
False fire alarm	City of Caro
Wire issues	Almer
Vehicle crash	Almer
False fire alarm	City of Caro
False fire alarm	City of Caro
CO issue	Indianfields
Medical issue	City of Caro
Medical issue	City of Caro
Oven fire	Indianfields
Vehicle crash	Wells





CITY OF CARO CODE ENFORCEMENT

May 2022 Council Code report

April 2022 monthly review

328 Wells St.	Garbage out	1 st . notice
331 Green	Blight vehicle	Case resolved
121 Alexander St.	Yard junk	1 st . notice
130 Butler St.	Blight structure	1 st . notice
509 E. Frank St.	Yard junk and boards	3 rd . Offence ticketed \$500.00
318 E. Grant St.	Pallets / junk	2 nd . notice
605 Court St.	Boards & junk	1 st . notice
657 Court St.	tires	Case resolved
657 Court St.	Blight vehicle	Case resolved
220 Columbia St.	Blight vehicle	Case resolved
246 Columbia St.	Yard junk	2 nd . notice
215 Quinn Ave.	Garbage out early	1 st . notice
202 W. Burnside St.	Blight structure	8 th . Offence ticketed \$500.00
309 W. Sherman St.	Blight vehicle	1 st . notice
657 W. Sherman St.	Blight vehicle	8 th . offence ticketed \$500.00
654 W. Sherman St.,	Blight appliance	Case resolved
311 Green St.	appliance	1 st . notice
189 W. Congress St.	Garbage out early	1 st . notice
150 W. Gamble St.	tires	1 st . notice
1518 Hickory Dr.	Rent A Box	Case resolved
621 N. Hooper St.	boards	Case resolved
524 S. Hooper St.	Appliance	1 st . notice
117 Gardner St.	appliance	Case resolved
403 W. Washington St.	pallets	1 st . notice
224 Pearl St.	tires	Case resolved
428 Fremont St.	Boards / junk	2 nd . notice
614 Allen St.	Garbage out early	1 st . notice
526 Gibbs St.	junk	2 nd . notice
151 W. Adams St.	Blight vehicle	1 st . notice
700 W. Frank St.	Pile of bricks	1 st . notice
624 W. Frank	Tires and junk	2 nd . notice
128 Alexander St.	Garbage out early	2 nd . notice
246 Columbia St.	Blight vehicle	Case resolved
322 Montague Ave.	Garbage out early	1 st . notice
308 Montague Ave.	tires	2 nd . notice
509 E. Frank St.	Junk / boards	4 th . offence \$500.00 ticket
318 E. Grant St.	pallets	Case resolved
624 W. Frank St.	Tires, boards, junk	1 st . offence \$100.00 ticket
706 W. Frank St.	mattress	Case resolved
700 Gibbs St.	Garbage out early	2 nd . notice
657 W. Sherman St.	Blight vehicle	8 th . offence \$500.00 ticket



CITY OF CARO CODE ENFORCEMENT

May 2022 Council Code report

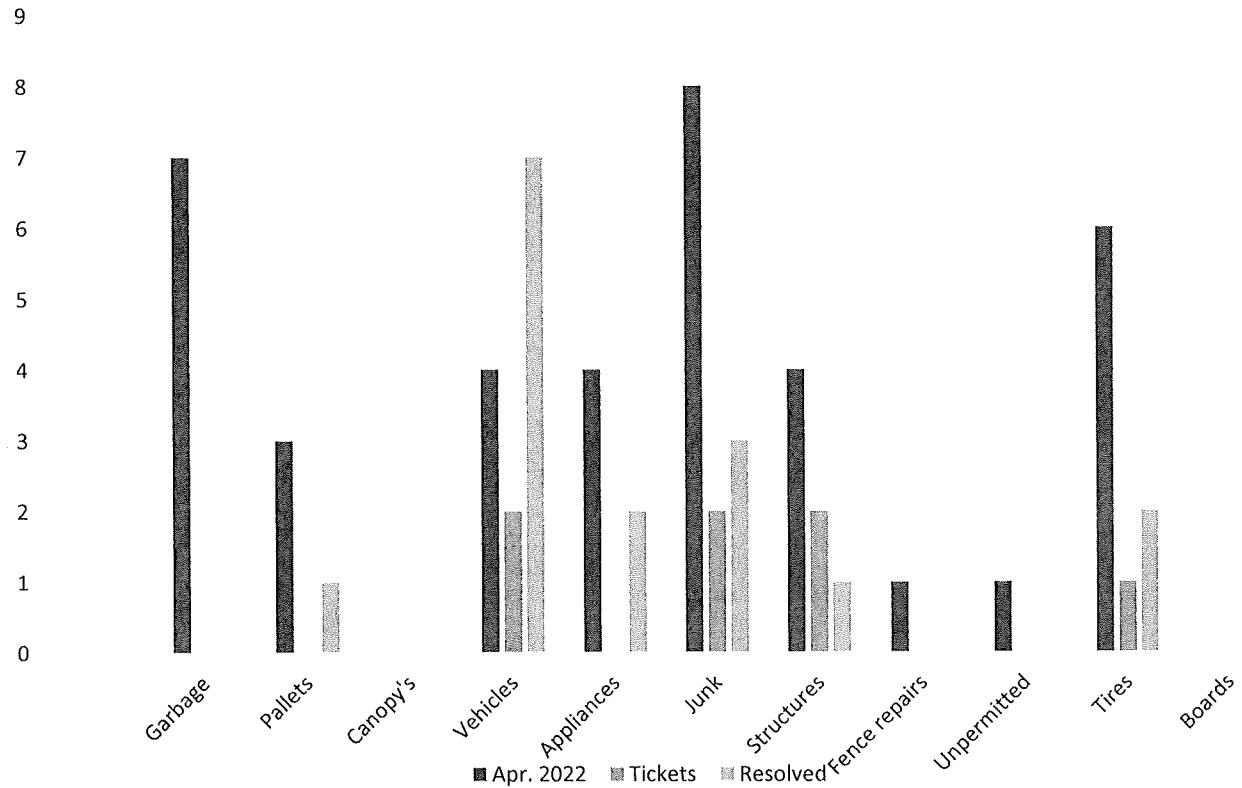
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CITY OF CARO CODE ENFORCEMENT

May 2022 Council Code report

April 2022 monthly review



Memorandum

To: City Council
From: Rita Papp
Date: May 12, 2022
Re: Municipal Parking Violations Report, April 2022

No Parking 2 a.m. – 5 a.m.	Municipal Parking Violations Written	0
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Warnings	0
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2nd Offense	0
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3rd, 4th & 5th Offense	0
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6th & 7th Offense	0
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2 Hour Downtown Parking	Municipal Parking Violations Written	0
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Warnings	0
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2nd Offense	0
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3rd Offense	0
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4th Offense	0
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Other Ordinance __	Municipal Parking Violations Written	0
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Warnings	0
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2nd Offense	0
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3rd Offense	0
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4th Offense	0
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5th Offense	0
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May 12, 2022

City Council
City of Caro
317 South State Street
Caro, MI 48723

RE: CARS & CRAFTS WEEKEND 2022

Dear City Council Members:

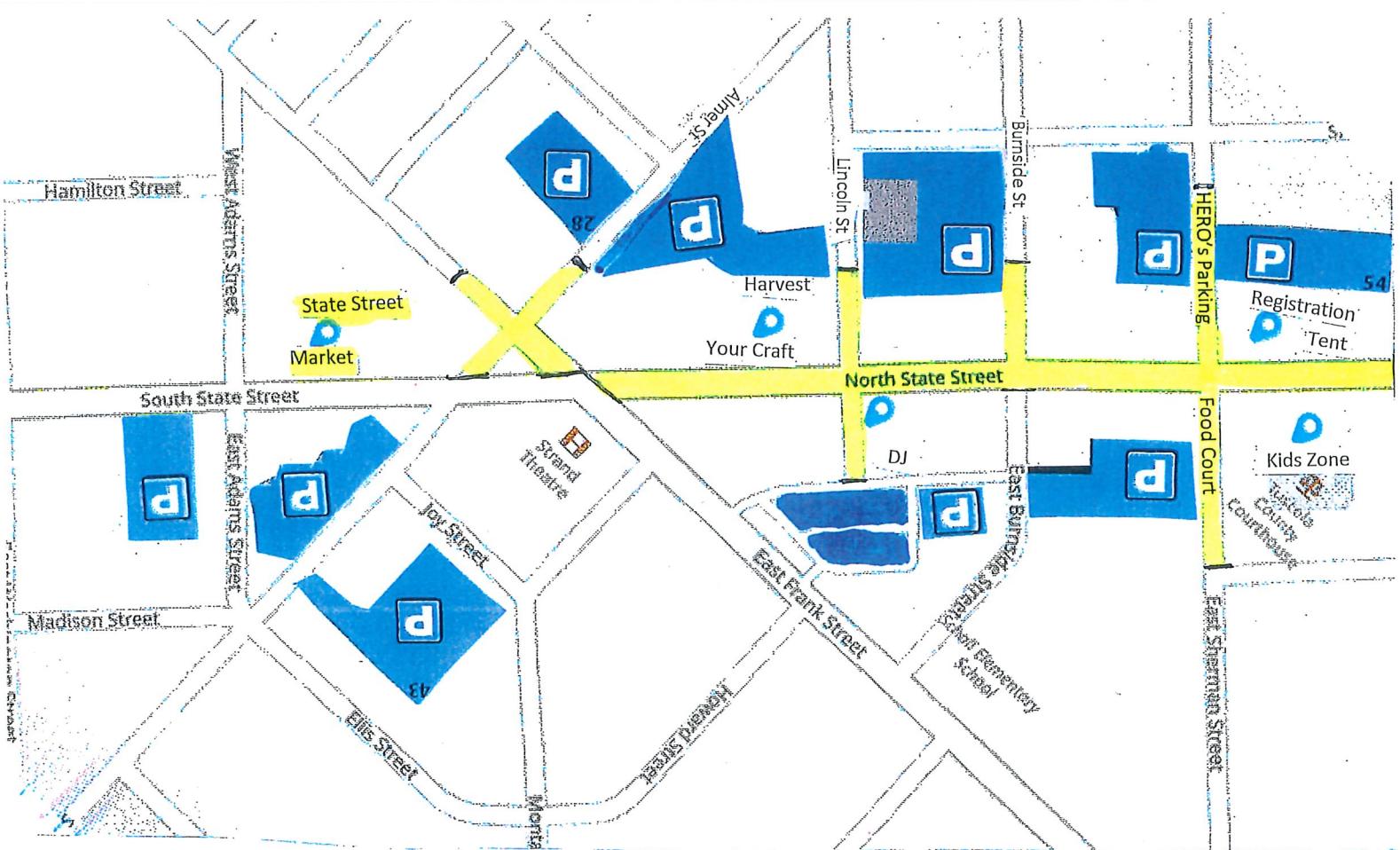
The Caro Chamber of Commerce Cars & Crafts Weekend committee has set the 2022 dates for June 3rd & 4th 2019. We would like to request the following from the City:

1. East Sherman Street closed from State Street to alley from Thursday, June 2 4:30 p.m. through Saturday, June 4, 9:00 p.m. for concession stands. Also, usage of water at the corner fire hydrant.
2. Closure of M-81 and side streets to ensure the safety of pedestrians enjoying the car show downtown, since the cars will be located directly on State Street.
June 4
 - 7 a.m. – East & West Burnside Streets to alley closed and reopens at 4 p.m.
 - 7 a.m. – East & West Lincoln Street to alley closed and reopens at 4 p.m.
 - 7 a.m. – West Sherman Street closed to alley and reopens at 4 pm
 - 7 a.m. – M-81 closed from Frank Street to Bush Street and reopens after trophies are given out - approximately 3:30 – 4:00
 - 7 a.m. – X in front of Montague (Frank and Almer) closed and reopens at 4 p.m.
3. Placement of port-a-johns and hand washing stations on for the events on Friday and Saturday. Port-a-johns to be placed at the following locations: two (2) in parking lot behind Continental Home Center; one (1) behind Trudeau Square, (1) behind on W. Burnside st. We will obtain the port-a-johns from an outside source.
4. Use of sidewalks on State Street, both sides, from Frank Street to Grant Street on Friday, June 3 and Saturday, June 4 for Business Sales.
5. State Street closed on Saturday, June 4, 7:00 a.m. to approximately 4:30 p.m. from Frank Street to Bush Street. Closure of Almer and Frank Street in front of Montague Apts. See Map for closures. Will reopen M-81 when it is safe to do so. Car Show registration 8:30 a.m. City of Caro will request MDOT approval.
6. Assistance from DPW with coordination of ten (10) picnic tables and children's tables (stored at the fairground building) to be placed on East Sherman Street for concessions; four (4) picnic tables to be placed on Courthouse Lawn under tent for Families; five (5) picnic tables in Trudeau square under tent; and six (6) garbage barrels to be placed on East Sherman Street and two (2) Sidewalks near Courthouse; four (4) in Trudeau square; and four (4) on State street. Plastic bags for the garbage barrels brought to the Chamber office. Electrical outlets on light posts to be in working order.
7. Request for DPW to place applicable detour signage/festival in progress signs/parking here signs in approximate locations with sandbags to weigh the signs down.
8. The Chamber will meet with Caro Police Department officials prior to the event and provide names and cell phone numbers of Chamber Board members and committee members involved.
9. Requesting the cooperation of DPW Superintendent and DPW staff to assist us with miscellaneous items.

If there are any questions, please call the Chamber office 673-5211.

Sincerely,

Stacy Windham/Caro Chamber of Commerce Executive Director



CITY OF CARO

MANAGER
MATTHEW LANE
CLERK
RITA PAPP
TREASURER
MICHELE PERRY
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CITY COUNCIL
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DON HALL
TISHA JONES-HOLUBEC
JILL WHITE
EMILY CAMPBELL
KORY BATSCHEKE

MEMORANDUM

TO: City Council
FROM: Matthew S. Lane, City Manager
DATE: May 16, 2022
RE: City Manager Comments

NEW:

- Bringing on seasonal workers
 - Two started and working; others will be joining soon
- Union Negotiations with POLC and GELC (formerly AFSCME)
- Planning Commission Meeting on May 10 was cancelled
- Attended DDA meeting on May 11, 2022
- Attended Budget Workshop on May 9, 2022
- Attended Meeting with Chamber regarding Cars and Crafts
- Vortex has inspected the Splash Pad and will be replacing one of the features to address a leak
 - We are shooting for it to open around Memorial Day depending on repair timing.
- Applying for MML Community Excellence Award 2022 for our “Cultivating Community” strategy
- Working on new “Cultivating Community Podcast” in partnership with the Chamber of Commerce and the Tuscola County EDC
 -

IN PROGRESS:

- Working on budget and capital improvement plan
 - Initial Presentation to Council
 - CIP needs to go to Planning Commission
- ALDI
 - Development In Progress
- Continuing discussions with MMR regarding EMS service.
- Well #3
 - Well functionally abandoned. Valves have been shot off to isolate from system.
 - Work to cap infrastructure will take place in summer
 - Budgeting for physical abandonment work and EGLE permitting for FY 2023-24
- Westen Opportunities/Putman project.
 - Still in progress
- Planning Commission Annual Report (Nora)
 - Draft provided to PC for review and comments
- Marshalls
 - Construction is underway
- Digester Cover/Plant Upgrades
 - Working with internal utility group to discuss options for further action

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UPCOMING:

- Working with County on MSP Annexation
 - In communication with county administration regarding annexation.
 - Received resolution and petition requesting annexation
 - Must waive conflict of interest for attorney to review
 - ISD Annexations issue has not yet been resolved (waiting for response from State)
- Pursue proposals for City Hall HVAC upgrades
 - Rebid as requested by City Council

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TO: **City Council**
FROM: **Rita Papp – City Clerk**
SUBJECT: **Clerk's Report**
DATE: **May 16, 2022**

- Processed 3 FOIA's during this period.
- Continuing to review Boards and Commission Appointment vacancies.
- Planning Commission has 2 vacant seats. Posted vacancies on city website. No application received as of the date of this meeting.
- Registered for the Michigan Association of Municipal Clerks summer conference, June 21-24, 2022, in Traverse City.
- Jana and I are in the process of re-organizing the personnel files by utilizing a different filing system.
- Working on ICMA – Mission Square Reinstatement Adoption Agreement. Waiting on ICMA-Mission Square to finish the set-up process.
- Per direction of the County Clerk, I was able to invoice Human Development Commission for the cost of the May 3, 2022 election. We will be getting reimbursement in the amount of \$4,023.03 for the cost of wages and postage related to the election.
- Attended CPR training on May 9, 2022
- Attended the Budget Workshop on May 9, 2022.
- Attended the DDA Meeting on May 11, 2022.

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TO: City Council
City Manager – Matt Lane
FROM: Michele Perry, Treasurer
SUBJECT: Treasurer's Report
DATE: May 12, 2022

- Attended the City Council budget workshop meeting on May 9, 2022.
- Attended DDA meeting on May 11, 2022.
- Working on the RTS estimates and letters for all residents and businesses which will go out in the mail within the next week. The estimates and the letters will explain the new RTS billing and give the residents and businesses a projected bi-monthly and annual decrease or increase of their utility bill.
- Attended the 1st year of a 3 year program to become a certified treasurer hosted by Michigan Municipal Treasure Association in Mt. Pleasant April 24 to 29, 2022. Highlights of the conference were:
 - Networking with other communities
 - Internal controls in the office
 - Policies needed
 - Fraud
 - Computer security
 - Ethics by administration and elected officials
 - ARPA funds spending
 - Banking and investing
- Working on budget for fiscal year 22-23.
- Listed equipment which was picked to be auctioned off on the Public Surplus website. Bids are starting to come in and the items are listed until May 20, 2022. The items listed are:
 - Various pieces of old fire department equipment
 - The DPW John Deere 4710 tractor and attachments
 - The 1997 Tymco sweeper
 - John Deer Z225 zero turn mower
 - 2003 Kawasaki mule
 - 1995 Freightliner
- Continued to work on changing the chart of accounts to the new Michigan Department of Treasury Uniform Chart of Accounts for Local Units of Government which the recommended implementation date is July 1, 2022, but not later than June 30, 2023.
- Assisted in covering the front desk during staff lunches and vacations.

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TO: City Council
 City Manager – Matt Lane
 FROM: Michele Perry, Treasurer
 SUBJECT: Certificate of Deposit Report
 DATE: May 12, 2022

Now that we have set many of the Certificates of Deposits on a 3, 6, 9, and 12-month renewal pattern I will make a list of the upcoming month's renewals (if applicable) for the council to review at the 2nd meeting of the month.

We have the following Certificates of Deposits coming due on during the month of June.

Financial Institute	Term	Interest Rate	Current Balance	Maturity Date	Plan of Action at Renewal Date
Huntington	18 months	0.26%	267,915.95	6/1/2022	Reinvesting at an institute which has the best rates at the time of each CD matures. I will continue to use ladder strategy of investing unless it is more advantageous to invest for a longer period.
Huntington	18 months	0.26%	267,915.95	6/1/2022	
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Frankenmuth Credit Union	18 months	0.46%	267,930.83	6/23/2022	
Frankenmuth Credit Union	18 months	0.46%	267,930.83	6/23/2022	
Frankenmuth Credit Union	6 months	0.15%	230,000.00	6/29/2022	
Independent	6 months	0.12%	230,000.00	6/9/2022	