

AGENDA
REGULAR MEETING OF THE CARO CITY COUNCIL
February 21, 2022, 6:30 P.M.

CALL TO ORDER (Pledge of Allegiance)

AGENDA APPROVAL

PUBLIC COMMENTS/VISITORS:

PRESENTATION: Caro Exchange Club

COMMUNICATION:

1. Caro Roadhouse Museum and Historical Society Annual Report
2. DDA Meeting Minutes (unapproved) – February 9, 2022

CONSENT AGENDA:

1. Regular Council Minutes – February 7, 2022
2. Invoices
3. 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. Indianfields Township Water Franchise Amendment
2. Resolution Establishing Election Commission
3. Appointment to Election Commission & Set Election Inspector Pay
4. Downtown Development Authority Appointments
5. Parks & Recreation Committee Appointment
6. Additional Road Funding through Small Urban Task Force
7. Well #3A Status and Water Capacity Strategy

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.

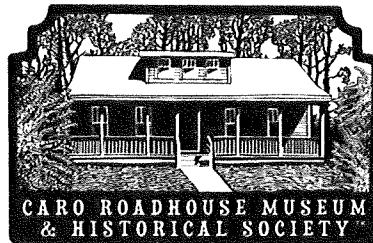
MANAGER COMMENTS – Written report submitted.

CLERK'S REPORT – Written report submitted.

TREASURER'S REPORT – Written report submitted.

ADDITIONAL PUBLIC COMMENTS

ADJOURN



Caro Roadhouse Museum and Historical Society
Annual Progress Report for City of Caro
June 7, 2021 to December 31, 2021

February 14, 2022

Dear City of Caro Council Members:

As per our Lease Agreement, we are submitting the following annual progress report.

1. Successful Fundraiser: We set up the parking lot to park cars during the Tuscola County Fair in July. We raised enough funds to support the general maintenance and insurance on the building for a year.
2. We hosted a successful open house weekend in October. We had a partnership with the Tuscola County Sheriff's Department and the Caro Fire Department employees for displays. We had visitors from various cities in the county.
3. A new thermostat was installed for the furnace.
4. We trapped and removed woodchucks from the property.
5. A flag was donated by the Caro American Legion.
6. A new logo was designed.
7. We are coordinating efforts with the Caro Chamber of Commerce for their 100th Anniversary celebration in 2022.
8. Plans are underway for activities, a membership drive and fundraising efforts in 2022.

Respectfully Submitted,

Linda Mason, President
Caro Roadhouse Museum and Historical Society

CITY OF CARO DOWNTOWN DEVELOPMENT AUTHORITY

February 9, 2022, 12:00 p.m.

Council Chambers

Chairman Mike Bauerschmidt called the DDA meeting to order on February 9, 2022, at 12:00 p.m. in the Council Chambers.

Present: Chairman Mike Bauerschmidt, Evan Osentoski, Thomas Bardwell, Ross Downing, City Manager Matt Lane (Acting City Council Liaison)

Absent: Councilor Don Hall, Rick Farris, Jeremy Kuhne

Others: Rita Papp – Clerk, Jim McLoskey – EDC, Stacy Windham – Caro Chamber of Commerce, Mayor Joe Greene and other guests.

Election of Officers

Motion by Osentoski, seconded by Downing to nominate Mike Bauerschmidt as Chair. Motion carried.

**Motion by Downing, seconded by Lane to nominate Osentoski as Vice-Chair. Motion carried.
Treasurer is vacant currently. Rita Papp, City Clerk as secretary per the bylaws.**

Approval of Minutes

**Motion by Osentoski, seconded by Downing to approve the minutes of November 12, 2021, as presented.
Motion carried.**

Communications:

1. Caro Cash 2021 Report – Report was presented to DDA. Consumers Energy has agreed to offer program again next year.
2. Caro Farmers Market Report – Report was presented to DDA.

Financial Report:

1. January 31, 2022

Motion by Osentoski, seconded by Bardwell to accept the January 31, 2022, Financial Report as presented.

Motion carried.

Public Comment:

Jim Mcloskey, EDC – The Michigan EDC is aware of another COVID relief program that is in progress. Online application will be due by April 1, 2022. More details will be on the EDC facebook page. EDC is continuing to work with the buyer of the Caro Strand Theatre. There are 12 Brownfield application that are being reviewed. Three applications are from the Caro area. EDC will have an insert in the paper in March. Highlighted the radio interview with Mayor Joe Greene.

Stacy Windham, Caro Chamber of Commerce – Distributed a schedule of events for the downtown area in 2022. The Citizen of the Year banquet has been postponed to April 23, 2022.

Mayor Joe Greene – Commented on the new businesses coming to Caro. Business fronts are starting to be repaired.

Business Items:

1. Approve 2022 Schedule of Regular Meetings

Motion by Osentoski, seconded by Downing to accept and approve the 2022 Schedule of Regular Meetings as presented.

Motion carried.

2. Review vacancies/appointments to DDA

Motion by Osentoski, seconded by Downing to recommend to city council the appointment of Megan Bartolowits for a partial term expiring November 2025 & Randy Whittaker for a full term expiring November 2026 to the Downtown Development Authority.

Motion carried.

Other Business:

Matt Lane, City Manager added: Pop Up Food Pantry will be sponsored by Tuscola County Advertiser and the location will be behind their business in the ally. They are looking for support from the DDA. DDA would like to offer the State Street Square location for this event but will support the Pop Up Food Pantry whatever location they chose.

Motion by Osentoski, seconded by Bardwell to adjourn the meeting at 12:33 p.m. Motion carried.

Rita Papp
City Clerk

CITY OF CARO REGULAR COUNCIL MINUTES

Mayor Joe Greene called the regular meeting of the City Council to order on February 7, 2022, at 7:30 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: Matthew Lane – City Manager (via Teams Meeting), Rita Papp – Clerk, and other guests

AGENDA APPROVAL

22-M-19

Motion by Eschenbacher, seconded by White to approve the agenda with the addition of:

7 – Schedule Policy Meeting

Motion Carried.

PUBLIC COMMENT/VISITORS: None

COMMUNICATIONS:

1. Bieth Park/Aqua Zone Chair Order Form
2. Caro Cash 2021 Report
3. Invitation to Planning Commission meetings – Indianfields Township

CONSENT AGENDA:

1. Regular Council Minutes – January 17, 2022
2. Finance Committee Minutes – January 17, 2022
3. Invoices

22-M-20

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

Motion Carried.

REGULAR AGENDA: (action required)

1. Banner Request – HDC – Thumb Area Assault Crisis Center, April 1 - 30, 2022

22-M-21

Motion by Batschke, seconded by Hall to approve the Banner Request for HDC – Thumb Area Assault Crisis Center, April 1 – 30, 2022.

Motion carried.

2. Caro Community Hospital Endowment Foundation – Charitable Gaming License

22-M-22

Motion by Eschenbacher, seconded by White to approve the Caro Community Hospital Endowment Foundation – Charitable Gaming License as presented.

Roll call vote: Batschke – yes, Campbell – yes, Eschenbacher – yes, Hall – yes, Jones-Holubec – yes, White – yes, Mayor Greene – yes.

Motion carried.

3. Purchase of Gently Used Generator for DPW Building

22-M-23

Motion by Hall, seconded by White to accept the recommendation of the City Manager and approve the purchase of the used 35 KW generator in the amount of \$13,000.00.

Motion carried.

4. Planning Commission – Special Condition Use for RightWay Automotive

22-M-24

Motion by Eschenbacher, seconded by Campbell to accept the recommendation of the Administration and the Planning Commission and approve the special condition use permit for RightWay Automotive at 744 South State Street.

Motion carried.

5. Petition for Annexation to the City of Caro – Milton Berry/Connie Bishop

6. Petition for Annexation to the City of Caro – Arturo Reynero

22-M-25

Motion by Eschenbacher, seconded by Batschke to accept the recommendation for the two petitions for annexations to the City of Caro by Milton Berry/Connie Bishop and Arturo Reynero. The City Manager is authorized to pursue annexation requests with Almer Township.

Motion carried.

7. Schedule Policy Committee Meeting

Policy Committee Meeting will be scheduled ½ hour before the next regular Council Meeting on 2/21/2022

ITEMS PENDING/TABLED: Change Council Meeting Time

22-M-26

Motion by Hall, seconded by White to approve the City of Caro Resolution – Amend City Council Meeting Time to 6:30 p.m. on the 1st and 3rd Monday of each month effective immediately.

Roll call vote: Campbell – yes, Eschenbacher – yes, Hall – yes, Jones-Holubec – yes, White – yes, Batschke – yes, Mayor Greene – yes.

Motion carried.

COMMITTEE/LIAISON POSITION REPORTS: None

MAYOR'S REPORT – Written report submitted

MANAGER'S COMMENTS – Written report submitted

Highlighted – Attended the MME Conference in Troy, Michigan, Attended the Masterplan Community Visioning Session, Met with MSU Extension to discuss possible collaboration for Parks and Recreation programming. Attended Planning Commission meeting. Completed the Parks and Recreation 5-year plan. Addressed a question regarding environmental phase one at the police building. Addressed a question regarding residents still occupying a city owned property. Addressed a question regarding MMR meetings. Discussed the status of the city wells.

CLERK'S REPORT – Written report submitted

ADDITIONAL PUBLIC COMMENT:

Council Member Bob Eschenbacher – Distributed the City Manager's evaluation form and directed the Council Members to drop off to City office before next meeting.

John Schneider – Commented on issues with dog feces in city parking lots. Questioned if there is a city ordinance regarding this. Commented in favor of changing the meeting time.

Pam Iseler – Inquired on the status of the water franchise process.

Council Member Jill White – Commented on the necessity of completing future global water franchise agreements going forward.

Council Member Kory Batschke – Commented that a global water franchise agreement will be completed in the future.

Mary Seehagen – Commented on the issues of residents parking on lawns and sidewalks on Gilford Road.

Council Member Tisha Jones-Holubec – Commented on the issue of plowed snow blocking handicap parking spots.

21-M- 27

Motion by Eschenbacher, seconded by Hall to adjourn the meeting at 8:20 p.m.

Motion carried.

Rita Papp
City Clerk

GL Period	Chk Issue Date	Check No	Vendor No	Payee	Amount
02/22	02/10/2022	75064	2054	CARO AREA DISTRICT LIBRARY	47,865.02
02/22	02/10/2022	75065	219	CARO COMMUNITY SCHOOLS	502,879.05
02/22	02/10/2022	75066	2055	CARO TRANSIT AUTHORITY	64,211.20
02/22	02/10/2022	75067	1252	TUSCOLA COUNTY TREASURE	144,147.08
02/22	02/10/2022	75068	1201	TUSCOLA INTERMEDIATE SCH	136,158.20
02/22	02/21/2022	75069	1092	71-B DISTRICT COURT	124.60
02/22	02/21/2022	75070	2403	ADVANCE AUTO PARTS	248.19
02/22	02/21/2022	75071	47	AFLAC	637.54
02/22	02/21/2022	75072	2439	AIR ADVANTAGE LLC	508.00
02/22	02/21/2022	75073	2817	AMAZON CAPITAL SERVICES	2,332.21
02/22	02/21/2022	75074	590	BELL - WASIK, INC.	60.00
02/22	02/21/2022	75075	218	CARO COMMUNITY HOSPITAL	95.00
02/22	02/21/2022	75076	264	CENTURYLINK	138.82
02/22	02/21/2022	75077	2402	COMPANION LIFE INSURANCE	1,625.84
02/22	02/21/2022	75078	319	CONSUMERS ENERGY	10,664.92
02/22	02/21/2022	75079	388	DTE ENERGY	9,952.36
02/22	02/21/2022	75080	2174	EMTERRA ENVIRONMENTAL U	36,909.65
02/22	02/21/2022	75081	446	ENVIRONMENTAL RESOURCE	390.15
02/22	02/21/2022	75082	1846	FBI-LEEDA	50.00
02/22	02/21/2022	75083	1711	GAMBLES DO IT BEST HARDW	1,554.69
02/22	02/21/2022	75084	1351	GRAINGER	210.88
02/22	02/21/2022	75085	226	HIRSCHMAN OIL SUPPLY INC	1,092.42
02/22	02/21/2022	75086	585	HONEYWELL INC	5,156.38
02/22	02/21/2022	75087	596	HUBBELL, ROTH & CLARK, INC	5,257.63
02/22	02/21/2022	75088	683	KAPPEN TREE SERVICE	900.00
02/22	02/21/2022	75089	770	KEN MARTIN ELECTRIC, INC	295.00
02/22	02/21/2022	75090	2702	KRISTAL'S HELPING HAND LLC	710.00
02/22	02/21/2022	75091	733	LAWSON PRODUCTS, INC.	179.39
02/22	02/21/2022	75092	1831	LOUISE HODGES	34.06
02/22	02/21/2022	75093	2837	LYLE THICK	16.60
02/22	02/21/2022	75094	827	MICH MUNICIPAL RISK MGMT A	71,515.00
02/22	02/21/2022	75095	2727	MICHIGAN FARMERS MARKET	75.00
02/22	02/21/2022	75096	883	MICHIGAN MUNICIPAL LEAGUE	3,188.00
02/22	02/21/2022	75097	2826	MICHIGAN MUNICIPAL TREASU	550.00
02/22	02/21/2022	75098	830	MICHIGAN PIPE & VALVE-SAGI	292.50
02/22	02/21/2022	75099	835	MICHIGAN RURAL WATER ASS	2,507.50
02/22	02/21/2022	75100	2353	MML WORKERS' COMP FUND	5,986.00
02/22	02/21/2022	75101	904	MUNICODE	900.00
02/22	02/21/2022	75102	1727	OFFICE DEPOT	250.21
02/22	02/21/2022	75103	2657	PHIL ERICSON	65.68
02/22	02/21/2022	75104	2350	PREMIER SAFETY	840.00
02/22	02/21/2022	75105	2191	RASMUSSEN TRUCKING SERVI	936.03
02/22	02/21/2022	75106	2715	SNOW WORKS	1,850.00
02/22	02/21/2022	75107	2340	STATE OF MICHIGAN - DHHS	540.40
02/22	02/21/2022	75108	1123	STATE OF MICHIGAN - EGLE	260.00
02/22	02/21/2022	75109	1189	THUMB CELLULAR	290.90
02/22	02/21/2022	75110	17	TUSCOLA COUNTY ADVERTISE	3,693.02
02/22	02/21/2022	75111	2440	TUSCOLA COUNTY EQUALIZATI	225.00
02/22	02/21/2022	75112	1252	TUSCOLA COUNTY TREASURE	315.00
02/22	02/21/2022	75113	2482	UNIFIRST CORPORATION	124.65
02/22	02/21/2022	75114	2836	UPS	28.34
02/22	02/21/2022	75115	1271	USA BLUEBOOK	907.52
02/22	02/21/2022	75116	2493	W W WILLIAMS	4,675.00

CITY OF CARO

Check Register
Check Issue Dates: 2/8/2022 - 2/21/2022

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GL Period	Chk Issue Date	Check No	Vendor No	Payee	Amount
02/22	02/21/2022	75117	2644	WATER SOLUTIONS UNLIMITED	988.00
Grand Totals:					1,075,408.63

Report Criteria:

Report type: Summary

City of Caro		
Expense Totals Sheet For All Funds		
Checks to be run on 2/21/2022		
		AMOUNT
101	General Fund	\$ 109,706.20
202	Major Street Fund	89.07
203	Local Street Fund	989.05
204	Municipal Street Fund	82.22
242	DDA	1,263.19
265	Drug Forfeiture Fund	0.00
301	Debt Service	0.00
536	Fire Department Fund	1,743.43
590	Sewer Fund	17,984.80
592	Water Fund	6,790.35
596	Sanitation Fund	37,117.19
661	Equipment Fund	4,382.58
Trust & Agency - Tax settlements		895,260.55
		TOTALS \$ 1,075,408.63
Hand Checks & EFTs		
Check #	Name of Vendor	
75064	Caro Area District Library	
75065	Caro Community Schools	
75066	Caro Transit Authority	
75067	Tuscola County Treasurer	
75068	Tuscola Intermediate School	
Total of Hand Checks to Approve		\$ 895,260.55
Amount taken in through tax and paid out through tax		\$ 895,260.55
Bills paid by all funds with out tax settlements		\$ 180,148.08
TOTAL OF BILLS TO BE APPROVED FOR THIS PERIOD		\$ 1,075,408.63

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: February 1, 2022
Reference: January 2022 Monthly police activity report

COMPLAINTS RECEIVED:

See attached complaint breakdown report

- Caro Police were dispatched to 182 complaints in January 2022
 - Comparison reports
 - October 2021-195 complaints
 - November 2021- 179 complaints
 - December 2021-168 complaints
 - January 2021-144 complaints

ARRESTS:

- Arrest count still affected by COVID.

PATROL VEHICLE MILEAGE:

- Mileage driven in January 2022=2354 miles.

GASOLINE USED:

- Gallons 467.658 gallons

Abandoned Vehicle	
Alarm	2
Animal at Large/dog bite	3
Animal Cruelty	1
Armed Robbery	
Arson	
Assault/domestic	12
Assist to MSP within city limits	
Assist to TUSH within city limits	
Assist to other PD within city limits	4
Assist to DPW	2
Assist to CARO FIRE	3
Assist to MMR	18
Assist to DHHS	
Attempt to locate	
Attempt suicide	
Barking Dog	
Blight	
Bond Condition Violation/Arrest	
Breaking and Entering	
Civil dispute	9
Child Neglect/abuse	2
Commercial Sex	
Counterfeit money	1
Criminal Sexual Conduct	2
Curfew Violation	
Disorderly Person	4
Dog left in vehicle	
Drug Overdose	
Eavesdropping	
Embezzlement	
Emotionally Disturbed	
Escape	
False Police Report	
Felonious Assault	
Fireworks	
Flee and Elude	
Found/lost Property	
Forgery	
Fraud	2

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

Retail Fraud	11
Road Rage	1
Runaway (juvenile)	
Stalking	1
Sex Offense (other)	
Suicide	
Suicidal Person	1
Suspicious Situation	3
Terrorist Threat	
Threats	
Tobacco violation	
Trespass	3
Traffic Policing	4
UDAA (Vehicle Theft)	
Vehicle Inspection	
Verbal Domestic	
Vehicle Inspection	
Verbal Domestic	6
Warrant arrests	6
Weapons Violations	
Wellness Check	13
911 Hangup	1

4353 N Colling rd.	domestic assault	msp
M24 at Snover rd	flee from police	tush
1813 VanGeisen	domestic assault	TUSH
4148 Lakeview Dr.	domestic assault	msp
419 Romain rd	domestic assault	tush
	msp	

VEHICLE MAINTENANCE RECORD FOR CAR 1

16

TYPE OF SERVICE	YEAR:																						
	2015	MAKE:	FORD	MODEL	SUV	LICENSE	023X391	VIN NO.	1FM5K8AR5FGB83483	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 Vehicle Mileage at End of Month	70,395																						
Monthly Mileage Totals	71,584																						
Total Mileage for Year	1,189																						
Maintenance Cost Per Mile	\$0.06																						
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																							
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	\$69.58	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
TIRE SIZE	245	55R18	M&S																			TOTAL	\$69.58

VEHICLE MAINTENANCE RECORD FOR CAR 2

TYPE OF SERVICE	VEHICLE MAINTENANCE COSTS												
	YEAR:	2013	MAKE:	FORD	MODEL	SUV	LICENSE	VIN NO.	1FM5K8AR0DGC06925	Jan-22	Feb-22	Mar-22	Apr-22
Enter Starting Vehicle Mileage										102,792			
Enter Vehicle Mileage at End of Month										103,457			
Monthly Mileage Totals										665	0	0	0
Total Mileage for Year										0	0	0	0
Maintenance Cost Per Mile	\$0.46												
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	\$0.00	\$0.00	\$0.00							
TOTAL													\$304.17

VEHICLE MAINTENANCE RECORD FOR CAR 3

VEHICLE MAINTENANCE RECORD FOR CAR 464

TOTAL MAINTENANCE COSTS		YEAR:	2019	MAKE	DODGE	MODEL	DURANGO	LICENSE	023X394	VIN NO.	1C4RDJFG1KC708488		
		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		6,195											
Enter Vehicle Mileage at End of Month				6,295									
Monthly Mileage Totals		100	0	0	0	0	0	0	0	0	0	0	0
Total Mileage for Year		100											
Maintenance Cost Per Mile		\$0.00											
TYPE OF SERVICE	VEHICLE MAINTENANCE COSTS												
Oil & Filter Change													
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													
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													
Tie Rods/Alignment													
Muffler													
Tow/Wrecker Service													
Miscellaneous Service													
TOTAL MONTHLY MAINTENANCE COSTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00



CITY OF CARO FIRE DEPARTMENT

February 2022 Council Fire report

January 2022 monthly review

The department ran 20 fire calls during this month.

Fire Fighters attended an Ice Water Rescue training, down at the river. This training involved members of the Mayville Fire Department. Scenarios involved putting firemen into the water and then doing mock rescues.

Equipment for Grain Bin Rescue will be ordered soon.

The Fire Department is seeking grants for a new inflatable water rescue boat, a blow-up Fire Prevention House.

At present time the Aerial Ladder is restricted to in city use, unless authorized by the Chief. There are some frontend spring and steering issues that need to be resolved. The department will be seeking quotes for a newer Aerial for the upcoming budget 2022/2023. Our Aerial is a 1988, will be looking at a 2010 or newer, depending on price and condition.

Engine-2 is in the process of having all the tires replaced. New OSHA and NFPA ruling states that all tires should be replaced after 7-years of use.

Fire Engineer Fred Galster passed away

At time of report, we have two firefighters out with covid.

The County All Hazards will be dedicating app. \$6000.00 towards a new trailer for the fire department. It will act as a Command Center and will store and haul rescue equipment, such as Grain Bin Rescue, Water Rescue, Mass Casualty Events, Missing persons, and Haz Mat supplies. The project is suspected to be around \$19,000.00. We will be seeking grants to fund this.

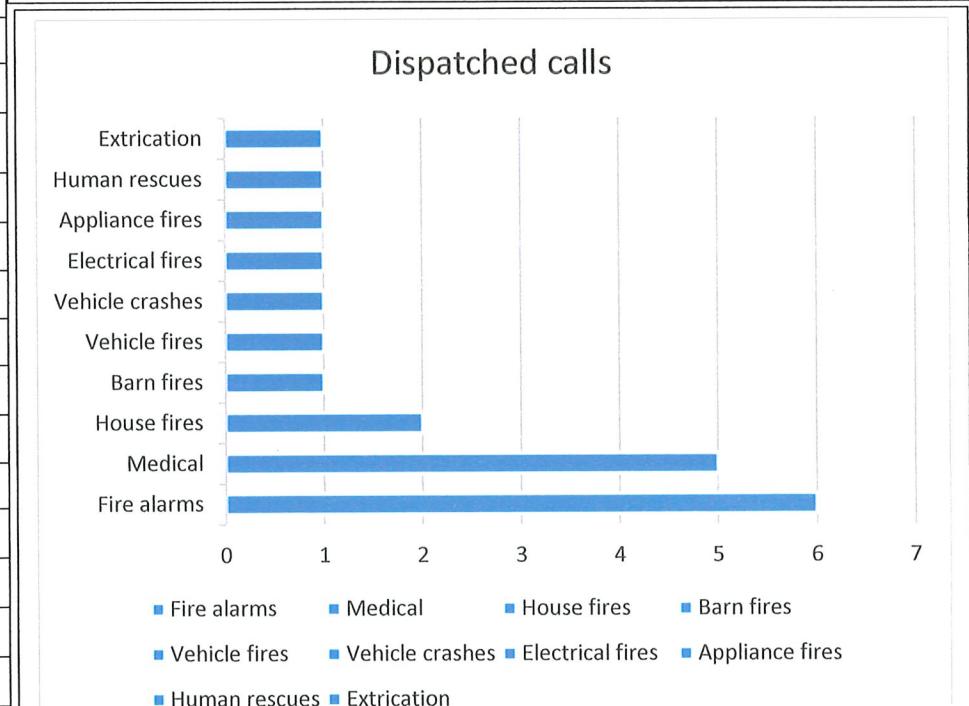
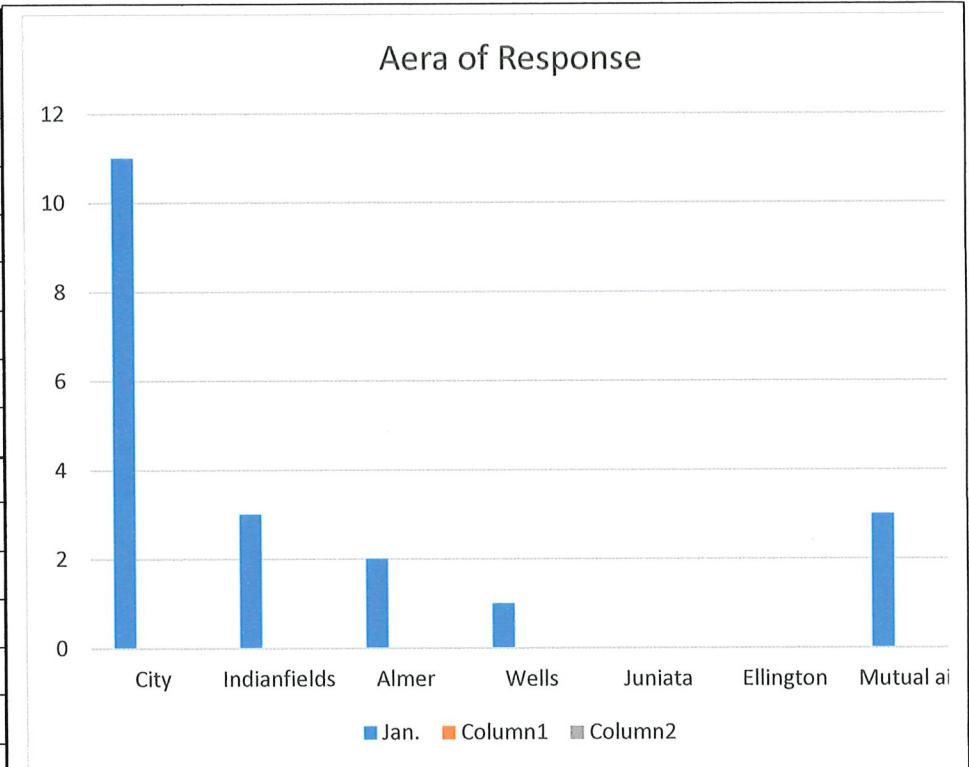
Randall Heckroth, City of Caro Fire Chief



CITY OF CARO FIRE DEPARTMENT

February 2022 Council Fire report

January 2022 monthly review





CITY OF CODE ENFORCEMENT

February 2022 Council Code report

January 2022 monthly review

327 Montague Ave.	2 nd . notice	Garbage out
29 N. Kinyon St.	1 st . notice	Garbage out
744 W. Frank St.	1 st . Offence \$ 100.00 ticket	Garbage out
132 S. Kinyon St.	2 nd . Offence \$250.00 ticket	Garbage out
298 W. Congress St.	1 st . notice	Garbage out
263 W. Congress St.	1 st . notice	Garbage out
246 W. Congress St.	1 st . notice	Garbage out
143 E. Congress St.	1 st . notice	Garbage out
144 E. Congress St.	1 st . notice	Garbage out
151 E. Congress St.	2 nd . notice	Blight vehicle
337 Green St.	1 st . notice	Blight vehicle
540 E. Frank St.	1 st . notice	Blight vehicle
222 E. Bush St.	2 nd . notice	Blight vehicle
611 Court ST.	2 nd . notice	Garbage out
202 W. Burnside St.	2 nd . Offence \$250.00 ticket	Blight structure
231 W. Congress St.	1 st . notice	Garbage out
532 W. Gilford Rd.	3 rd . Offence \$500.00 ticket	Blight vehicle
657 W. Sherman St.	2 nd . Offence \$250.00 ticket	Blight vehicle
511 W. Lincoln St.	2nd. Offence \$250.00 ticket	Garbage out
208 W. Lincoln St.	1 st . notice	tires
655 Gibbs St.	1 st .. notice	Garbage out
636 W. Frank St.	1 st . notice	Blight vehicle
749 W. Frank St.	1 st . notice	pallets
125 S. Kinyon St.	1 st . notice	Garbage out
202 W. Burnside St.	3 rd . Offence \$500.00 ticket	Blight structure
230 W. Gilford Rd.	2 nd . notice	Blight vehicle
625 N. State St.	1 st . notice	Tires
623 Sheridan St.	1 st . notice	Blight vehicle
213 W. Congress St.	2 nd . notice	Garbage out
292 W. Congress St.	2 nd . notice	Blight vehicle
200 W. Gamble St.	1 st . Offence \$100.00 ticket	Garbage out
331 Green St.	1 st . notice	Blight vehicle
308 Montague Ave.	1 st . notice	Garbage out
400 E. Frank St.	1 st . Offence \$100.00 ticket	Garbage out
400 E. Frank St.	2 nd . notice	Blight vehicle
417 Madison St.	1 st . notice	Blight vehicle

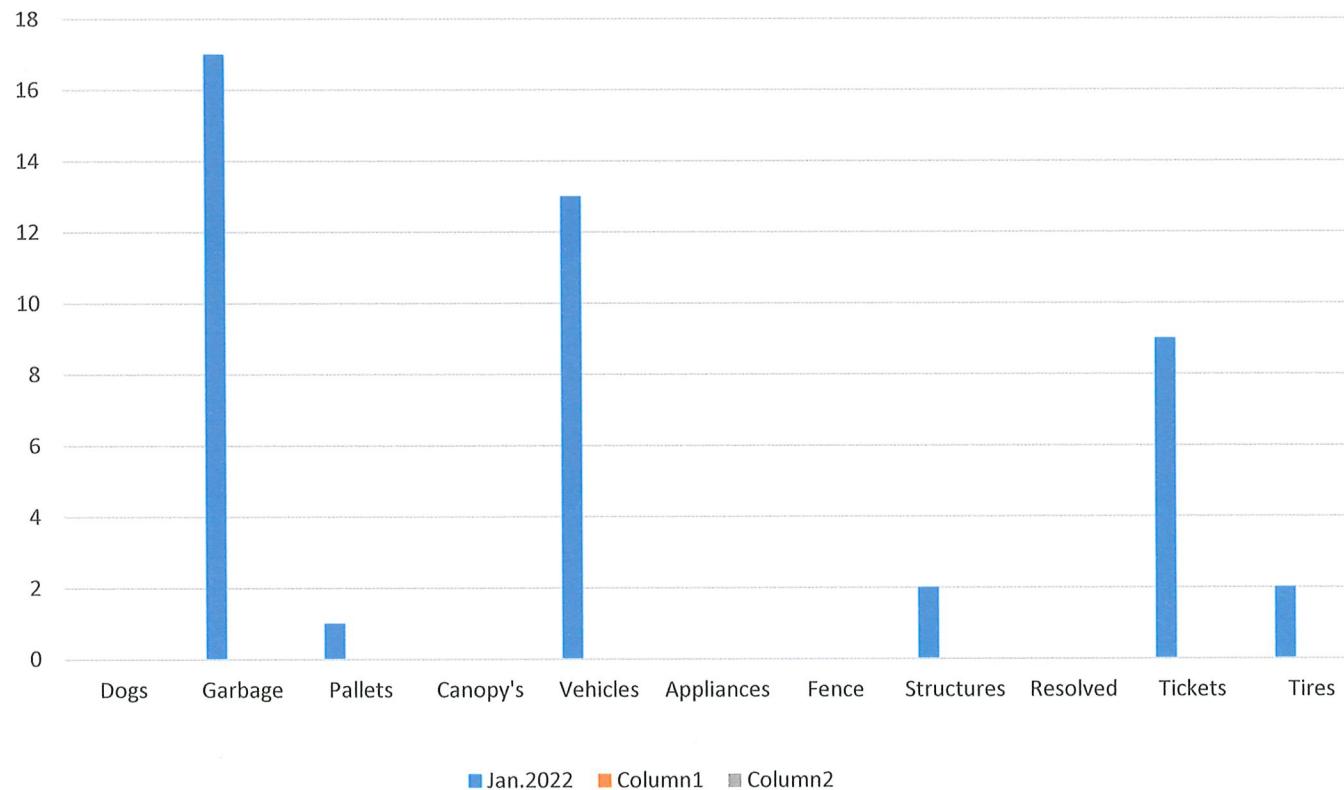


CITY OF CODE ENFORCEMENT

February 2022 Council Code report

January 2022 monthly review

Chart of Violations



Memorandum

To: City Council

From: Rita Papp

Date: February 10, 2022

Re: Municipal Parking Violations Report, January 2022

No Parking 2 a.m. – 5 a.m.	Municipal Parking Violations Written	2
-----------------------------------	---	---

Warnings	1
-----------------	---

2nd Offense	1
-------------------------------	---

3rd, 4th & 5th Offense	0
--	---

6th & 7th Offense	0
--	---

2 Hour Downtown Parking	Municipal Parking Violations Written	0
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Warnings	0
-----------------	---

2nd Offense	0
-------------------------------	---

3rd Offense	0
-------------------------------	---

4th Offense	0
-------------------------------	---

Other Ordinance <u> </u>	Municipal Parking Violations Written	0
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Warnings	0
-----------------	---

2nd Offense	0
-------------------------------	---

3rd Offense	0
-------------------------------	---

4th Offense	0
-------------------------------	---

5th Offense	0
-------------------------------	---

Resolution 2022-05

INDIANFIELDS TOWNSHIP

A resolution to amend the" Limited Water Utility Franchise and Consent Agreement" between the City of Caro and Indianfields Township.

Whereas, the present Water Utility Franchise and Consent Agreement between the City of Caro and Indianfields Township only allows for Caro Center to have access to the water line to Caro Center And,

Whereas, Indianfields Township desires to utilize the existing water line for future development, for the benefit of the Community, And

Whereas, to provide water service to Indianfields Township residents and businesses now and in the future requires amending the present Limited Water Franchise and Consent Agreement.

Now, Therefore be it resolved, Indianfields Township proposes to amend the present "Limited Water Utility Franchise and Consent Agreement" with the attached "Amended Water Utility Franchise and Consent Agreement".

This resolution is presented by Trustee Eric King and supported by Board member Trustee Ron Woloshen.

Upon Roll Call vote the following voted

Aye, E. King, Woloshen, K. King, Campbell

Nay, None

The Supervisor declared the Resolution adopted

CERTIFICATE

I, William Campbell, the duly elected and serving Supervisor, of Indianfields Township, hereby certify that the foregoing resolution was adopted by the Township Board of said Township, at the Regular meeting, of said Board held on February 14, 2022, at which a

quorum was present, by a roll call vote, of said members, as hereinbefore set forth; that said resolution was ordered to take immediate effect.



A handwritten signature in black ink, appearing to read "Mark E. Engle". The signature is fluid and cursive, with a horizontal line drawn underneath it.

Supervisor

INDIANFIELDS TOWNSHIP

AMENDED WATER UTILITY FRANCHISE AND CONSENT AGREEMENT

THIS AMENDED AGREEMENT is entered between Indianfields Township, a Michigan general law township, 1633 Mertz Road, Caro, MI 48729 ("Township"), and the City of Caro, a Michigan home rule city, 317 South State Street, Caro, MI 48729 ("Franchisee"), to amend the Limited Water Utility Franchise and Consent Agreement entered into between the Township and Franchisee in 2020.

In consideration of the faithful performance and strict observance by the Franchisee of all the terms, provisions, conditions, obligations, requirements and reservations in this Agreement and in consideration of the Township's grant to the Franchisee of a Franchise and Consent, the Franchisee and Township mutually agree as follows:

1. Definitions. For purposes of this Agreement, the following terms, phrases, words and their derivations have the following meanings:
 - a. "Agreement" means this Amended Water Utility Franchise and Consent Agreement.
 - b. "City" means the City of Caro.
 - c. "City Council" means the City Council of the City of Caro.
 - d. "Customer" means any person receiving water service from Franchisee within the Franchise Area.
 - e. "Consent" means Franchisee's right to use and occupy the public right of way of M-81 within the Franchise Area for its public water utility facilities for the purpose of providing public water service to Customers.
 - f. "Franchise" means Franchisee's right to provide public water service within the Franchise Area.
 - g. "Franchise Area" means the land and premises within the Township that abut or are within 1,000 feet of the public right of way of M-81, between the existing City limits and the Caro Center Hospital, located at 2000 Chambers Road, Caro, MI 48729.
 - h. "Franchisee" means the City of Caro.

- i. "Person" means any person, firm, partnership, association, corporation, company, or organization of any kind.
 - j. "Township" means Indianfields Township.
 - k. "Township Board" means the Township Board of Indianfields Township.
2. Grant of Nonexclusive Authority.
- a. *Consent.* Subject to the terms and conditions of this Agreement, the Township grants to the Franchisee the Township's nonexclusive Consent to lay, maintain, repair, operate, use and replace water mains and ancillary facilities and equipment within the public right of way of M-81 between the existing City limits and the Caro Center Hospital, located at 2000 Chambers Road, Caro, MI 48729, to maintain and operate a public water utility to convey and deliver public water service to Customer within the Franchise Area.
 - b. *Franchise.* Subject to the terms and conditions of this Agreement, the Township grants to Franchisee a nonexclusive Franchise within the Franchise Area to transact a public water utility business and to provide public water service to Customers within the Franchise Area.
3. Length of the Franchise. This Agreement and the Franchise granted hereunder shall expire 30 years from the Effective Date.
4. Effective Date. The Effective Date of this Agreement is the date on which the last of the following occur: (a) the Franchisee and Township sign this Agreement, (b) the Franchisee receives from the Township a written acceptance of this Agreement, (c) this Agreement (or an appropriate summary) is published in a newspaper of general circulation in the Township within 15 days after the Franchisee and Township sign this Agreement, and (d) the Township receives from the Franchisee a written acceptance of this Agreement.
5. Rights Reserved to the Township. In addition to other rights that this Agreement reserves to the Township, the Franchisee and Township agree that:
- a. *Revocation at will.* The Franchise granted by this Agreement may be revoked at will by a majority vote of the Township Board at any time; provided that, the Township Board will submit to the electors of the Township at the next election the question whether the Franchise should be made irrevocable during the term of this Agreement, in the manner provided by 1909 PA 266, as amended, and if the electors of the Township approve the question, the Franchise will be irrevocable for the term of this Agreement.
 - b. *Procedure after termination or revocation of Franchise.* At the expiration or revocation of the Franchise, the Franchisee may seek a renewal of the Franchise from the Township to continue water utility service to Customers within the Franchise Area.

6. Sale or Transfer. The Franchisee may sell or transfer the portion of its water plant or water system within the Township to another, or transfer its rights under this Agreement to another, with the Township Board's written consent. The Township Board may not withhold its consent to an assignment, sale or transfer unreasonably. This provision may not be construed to bar the Franchisee from selling any portion of its system located outside of the Township.

7. Use of Public Rights of Way.

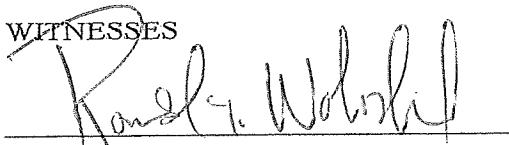
- a. *No Burden on public rights of way.* Franchisee and its contractors and Franchisee's public water system shall not unduly burden or interfere with the present or future use of any public rights of way within the Township. Franchisee shall install and maintain its public water system with minimum interference with the use of the public rights of way and shall not obstruct public rights of way longer than necessary during the work of construction or repair to the water system. Franchisee's structures and equipment shall not endanger or injure persons or property in the public rights of way. Franchisee shall use its best efforts to not unreasonably interfere with or disrupt any other public utility apparatus or facilities, to the extent Franchisee interferes with or disrupts any such public utility apparatus or facilities, Franchisee shall restore such apparatus or facilities to as good order and condition as when Franchisee commenced work.
- b. *Restoration of public rights of way.* Franchisee and its contractors shall within a reasonably practical time or a time mutually agreed upon by Franchisee and the Township, restore at Franchisee's sole cost and expense any portion of the public rights of way that is in any way disturbed, damaged, or injured by the construction, operation, maintenance or removal of Franchisee's water system to as good or better condition than that which existed prior to the disturbance.
- c. *Easements.* Franchisee's use or occupation of any easements over or under property owned by the Township other than the public right of way of M-81 between the existing City limits and the Caro Center Hospital, located at 2000 Chambers Road, Caro, MI 48729, shall be separately negotiated with the Township.
- d. *Notice.* Before commencing the construction or repair work on its water system which will require excavation in or the closing of any public rights of way, the Franchisee shall provide the Township with notice, including a description of the work to be performed, in advance of such work. This notice requirement shall not apply to the installation of water services on Customer's premises within the Franchise Area. Nothing herein shall preclude the Franchisee from immediately commencing construction or repair work within the public right of way of M-81 between the existing City limits and the Caro Center Hospital, located at 2000 Chambers Road, Caro, MI 48729, when deemed

necessary to prevent danger to life or property, and in such case, the Franchisee shall notify the Township of such work as soon as reasonably practical.

8. Miscellaneous Matters.

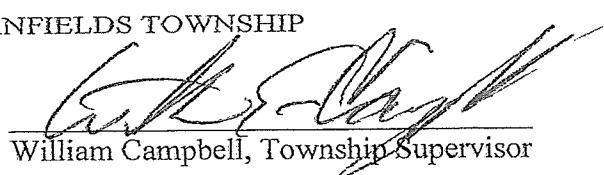
- a. *Hold Harmless.* The Franchisee shall at all times keep and save the Township free and harmless from all loss, costs, and expense caused by the Franchisee in its construction, maintenance and operation of the water system hereby authorized. In the event that any loss, cost, or expense is caused by the Township, its employees, or its contractors, this hold harmless obligation shall not apply. In case any action is commenced against the Township on account of this Agreement or the Franchise and Consent herein granted, the Franchisee shall, upon notice, defend the Township and save it free and harmless from all loss, cost and damage. Provided, however, that this shall not apply to any loss, cost, damage or claims caused by the Township, its employees, or contractors. Notwithstanding any provision contained in this Agreement, nothing in this Agreement shall impair any immunity or liability protection afforded the Township pursuant to law.
- b. *Rates.* The Franchisee may charge the Customers such rates, fees and costs as the Franchisee adopts in accordance with the policies of its City Council.
- c. *Publication and election costs.* The Franchisee agrees to pay for the Township's cost of publication of this Agreement pursuant to Section 4 and the Township's costs incurred in connection with any election under Section 5.
- d. *Governing law.* The validity of this Agreement is governed by Michigan law.
- e. *Amendments.* This Agreement amends and supersedes the Limited Water Utility Franchise and Consent Agreement (Caro Center Hospital) entered into between the Township and the Franchisee in 2020. This Agreement may only be amended by the mutual consent of the Township and the Franchisee in writing.
- f. *Waiver of Breach.* The waiver by the Franchisee or Township of a breach of this Agreement is not a waiver of any other breach of this Agreement.
- g. *Severability.* Except as otherwise stated in this Agreement, if any provision of this Agreement is declared by a court of competent jurisdiction to be unenforceable, that declaration does not impair the validity of the remainder of this Agreement, which shall remain in full force and effect.

WITNESSES

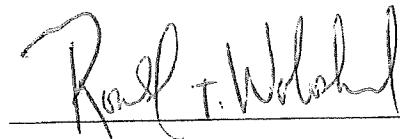


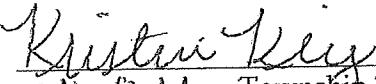
INDIANFIELDS TOWNSHIP

By:



William Campbell, Township Supervisor



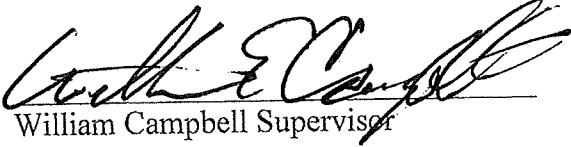
By: 
Kristin Key
Indianfields, Township Treasurer

Dated: 2/14/2020

As the Township Acting Clerk of Indianfields Township, I certify that this Agreement was approved and accepted by a majority vote of the Township Board of Indianfields Township at a meeting held on 2/14, 2022.

Dated: 2/14, 2022

By:


William Campbell Supervisor

WITNESSES

CITY OF CARO

By:

Joseph Greene, Mayor

By:

Rita Papp, City Clerk

Dated: 2/14/2022

As the City Clerk of the City of Caro, I certify that this Agreement was approved and accepted by a majority vote of the City Council of the City of Caro at a meeting held on 2/14/2022, and a summary of its contents was published in the Caro Herald newspaper on 2/14/2022.

Dated: 2/14/2022

By:

Rita Papp, City Clerk

Approved by City Attorney:

Dated: 2/14/2022

By:

RESOLUTION ESTABLISHING ELECTION COMMISSION FOR THE CITY OF CARO

WHEREAS, the Charter of the City of Caro, Michigan was received/filed with the Michigan Department of State, Office of the Great Seal on November 5, 2009 at 11:55 a.m.; and

WHEREAS, Section 4.13 ELECTION COMMISSION CREATED; COMPOSITION; DUTIES; COMPENSATION states that *“An Election Commission is hereby created, consisting of the clerk of the City of Caro, and one city official, and one qualified registered elector, both to be appointed by the city council not less than forty-five (45) days before each election”*; and

WHEREAS, the Clerk shall be the chairperson of the election commission and two (2) members of such board shall constitute a quorum; and

WHEREAS, the election commission shall have such duties as outlined in the Charter of the City of Caro and the Michigan election laws;

NOW THEREFORE, BE IT RESOLVED:

That the City of Caro Council reaffirms that an Election Commission is hereby created, consisting of the clerk of the City of Caro and one city official, and one qualified registered elector, both to be appointed by the city council not less than forty-five (45) days before each election.

Motion by _____, seconded by _____ to adopt the
Resolution Establishing Election Commission for the City of Caro.

Yes: _____

No: _____

Absent: _____

RESOLUTION DECLARED ADOPTED ON THIS 21st DAY OF FEBRUARY 2022.

Rita Papp, City Clerk

Joseph Greene, Mayor

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: City Council
FROM: Rita Papp, City Clerk
SUBJECT: Election Commission Appointment
DATE: February 21, 2022

Pursuant to Chapter IV, Elections, Section 4.13 of the City of Caro Charter, the clerk of the City of Caro is the chairperson to the Election Commission. The city council appoints one city official and one qualified registered elector to serve on the Election Commission. It has been the past practice of the City of Caro not to pay a per diem to the Election Commission members; however, they must approve the payment to the election inspectors. For the Special Election May 3, 2022, I would ask council to appoint Councilor Bob Eschenbacher to be the city official representative and Terry Ewald to be the registered elector representative to serve on the Election Commission.

In the past, we have paid \$200 per day per election inspector, \$250 for each chair, and \$50 for attending necessary training and no compensation for the Election Commission.

Recommendation:

Motion to appoint to the Election Commission Councilor Bob Eschenbacher as the city official, and Terry Ewald as the qualified elector, and to pay \$200 per day per election inspector, \$250 per day for each chair, \$50 for attending necessary training.

CITY OF CARO

MANAGER
MATTHEW LANE
CLERK
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TO: City Council
FROM: Rita Papp, City Clerk
SUBJECT: Downtown Development Authority Appointments
DATE: February 21, 2022

The DDA (Downtown Development Authority) is created by the City of Caro, Michigan, as an Authority pursuant to Public Act 197 of the Public Acts of Michigan, 1975, as amended. The DDA shall consist of 9 (nine) to 12 (twelve) members including the City Mayor or his/her designee. Remaining members are appointed by the City Mayor, subject to the approval of the City Council. Current members of the DDA are Mike Bauerschmidt – Chair, Jeremy Kuhne, Thomas Bardwell, Rick Ferris, Evan Osentoski, Dick Ransford, Ross Downing, and Council Liaison Don Hall. Due to the resignation of Phoebe Moore in 2021 and the need for additional members, the DDA has recommended the appointments of two members at their meeting held on February 9, 2022.

Recommendation:

Motion to accept the recommendation from the Downtown Development Authority to appoint Megan Bartolowits, Harvest your Craft, for a partial term to fulfill Phoebe Moore's term, expiring November 2025 & appoint Randy Whittaker, R & R Technical Services, for a full term, expiring November 2026 to the Downtown Development Authority effective immediately.

CITY OF CARO

MANAGER
MATTHEW LANE
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MEMORANDUM

TO: City Council
FROM: Matthew S. Lane, City Manager
DATE: February , 2022
RE: Parks and Recreation Committee Appointment Recommendation

BACKGROUND:

As you may know, there are two vacancies on the parks and recreation committee that need to be filled. We are currently accepting applications. The parks and recreation committee reviewed one application at their meeting on February 16, 2022 from Colleen Russell. She is on a Tuscola County Fair Board and Deputy Clerk for Fairgrove Township.

It has been determined through research that members of the parks and recreation committee do not need to be residents of the city to serve.

RECOMMENDATION:

It is the recommendation of the parks and recreation committee to appoint Colleen Russell to the parks and recreation committee for a three-year term ending November 2025.

MOTION:

Option 1:

To ACCEPT the recommendation of the parks and recreation committee and appoint Colleen Russell to the parks and recreation committee for a three-year term ending November 2025.

Option 2:

To DECLINE the recommendation.

Option 3:

To POSTPONE action until the next Council Meeting.

CITY OF CARO

MANAGER
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MEMORANDUM

TO: City Council
FROM: Matthew S. Lane, City Manager
DATE: February , 2022
RE: Additional Road Funding through Urban Task Force

BACKGROUND:

As you may know, the City, Thumbody and the Tuscola County Road Commission comprise a program selection committee for the Small Urban Program which identifies infrastructure needs for federal aid eligible streets and the transportation system which is administered by the Michigan Department of Transportation. The Tuscola County group is eligible for funding every other year (even number years) and the program dollars are shared on an as-needed basis between the City of Caro and Thumbody Express (HDC). At our most recent meeting held on January 12, 2022 the Tuscola County Small Urban Program Project Selection Committee approved the spending plan and project scope for the upcoming 2022-2026 program years. The following graphic shows the program plan and expenditure breakdown:

Small Urban Program Budget for Caro FY 2022-2026 (MDOT)

Project	Federal STP	HIP COVID	Local Contribution	Projected Total Project Cost
2022				
W. Gilford: Fremont to West CL	\$ 375,000.00	\$ -	\$ 93,750.00	\$ 468,750.00
2024				
W. Gilford: Fremont to M81/Columbia Street: Frank to RR Tracks	\$ 305,000.00	\$81,204.00	\$ 245,796.00	\$ 632,000.00
2026				
S. Colling South CL to M81	\$ 385,000.00	\$ -	\$ 96,250.00	\$ 481,250.00
<u>TOTAL</u>	<u>\$ 1,065,000.00</u>	<u>\$81,204.00</u>	<u>\$ 435,796.00</u>	<u>\$ 1,582,000.00</u>

The city was recently notified by the Michigan Department of Transportation that there is an addition \$5,000,000 statewide available for off0year projects. Our area is eligible for an additional \$375,000 with a 20 percent match. After discussing our options with ROWE, we are proposing to move the W. Gilford Road: Fremont to M81 up to 2023 using this additional funding instead of using our funding for 2024. This will allow us to complete the Gilford Road corridor one year earlier and free up the Small Urban money in 2024 for another project scope project.

CITY OF CARO

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EMILY CAMPBELL
KORY BATSCHEKE

RECOMMENDATION:

It is my recommendation that city council direct administration to pursue an application for additional small urban funding for 2023, moving the 2024 Gilford Road project to 2023 upon funding award.

MOTION:

Option 1:

To ACCEPT the recommendation of the city manager and direct administration to pursue an application for additional small urban funding for 2023, moving the 2024 Gilford Road project to 2023 upon funding award.

Option 2:

To DECLINE the recommendation.

Option 3:

To POSTPONE action until the next Council Meeting.

CITY OF CARO

MANAGER
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MEMORANDUM

TO: City Council
FROM: Matthew S. Lane, City Manager
DATE: February 18, 2022
RE: Well #3A Status and Water Capacity Strategy

BACKGROUND:

As you may know, maintenance on our water infrastructure is crucial to providing safe reliable drinking water to the community. We are experiencing sand being pumped through Well #3A and entering the system, causing increased strain on our infrastructure and increased strain on at least one industrial customer.

After further investigation, we uncovered evidence that leads us to believe that not only is the well casing offset but that the aquifer may have collapsed, causing the sand and sediment to continuously mix with the water being pumped into the system.

I have consulted experts with Michigan Rural Water Association, our engineers at Rowe and members of our current and former DPW staff regarding this matter and it appears that it is time to consider abandoning Well #3A and pursuing a new well elsewhere in the community.

As you know, we are also working on repairs to well #1. If well #3a is abandoned, we would remove the working components and use them on other wells, including the pump motor for well #1 and back-up generator at another well.

We would move forward with the additional parts ordered for well #1 pump repair as a contingency, but with well #3 being down, we need all of the capacity we can get as soon as we can.

I want to let you know that, even without well #3A, we are still able to meet our capacity requirements for water demand. There is no danger to the public at this time and current levels of demand, including fire demand, can be met with the wells we have online. Well #3 is not a major producer but did contribute to the overall water supply and water quality.

Preliminary discussions have targeted the M24 and Deckerville Road area for a potential well location. We anticipate working with MRWA and Rowe to determine site selection criteria and feasibility.

This will be a large capital project but it is important for the quality and capacity of our water system and current and future development of our community that we make the necessary investments now before we have any other failures of our critical infrastructure.

Costs estimates are not available at this time, however, this project will most certainly require debt service in the water fund to complete.

RECOMMENDATION:

It is my recommendation that City Council direct administration to pursue the proper abandonment of Well #3A and begin the process to research and develop a new water well.

CITY OF CARO

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MOTION:

Option 1:

To ACCEPT the recommendation of the City Manager and direct administration to pursue proper abandonment of Well #3A and begin the process to research and develop a new water well.

Option 2:

To DECLINE the recommendation of the City Manager.

Option 3:

To POSTPONE action until the next Council Meeting.

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MEMORANDUM

TO: City Council
FROM: Matthew S. Lane, City Manager
DATE: February 17, 2022
RE: City Manager Comments

NEW:

- Attended DDA Meeting on 2-9-2022
- Had a second meeting with MSU extension to discuss possible collaboration for parks and recreation programming
- Planning Commission Meeting for 2-8-2022 was cancelled
- Attended virtual jail committee meeting 2-10-2022
- Attended Cars and Crafts meeting with Chamber of Commerce.
- Held Water Utility Meeting with MRWA and ROWE
- Met with Parks and Rec. Chair Sean Smith
- Attended Parks and Recreation meeting 2-16-2022
- Interviewed a candidate for Director of Public Works and Utilities
 - Invited candidate for a second interview.

IN PROGRESS:

- Working with ALDI, Inc on new store in the City.
 - Rezoning Approved
 - Aldi is combining parcels
 - Held department review of utilities
 - Site Plan Approved by Planning Commission
 - Received second plans, currently under review
 - MDOT Approved Work Plan
 - City will apply for ROW permit for utilities, per MDOT request
- Continuing discussions with MMR regarding EMS service.
 - Second stakeholder meeting scheduled for February 25th
- Adult-Use Marijuana Application Packet and Process
 - Applications currently under review
 - Two retail establishments
 - Two Class C Grow
 - One Class B Grow
 - One Processing
 - Public Hearing will be scheduled for second PC meeting in March
- Well #1 Pump has been removed and is being inspected

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- We believe there may be additional maintenance costs now that the pump has been removed
- Waiting on parts and work schedule
- Considering modified approach based on status of Well #3
- Well #3 Sand Separator project is underway
 - Will be conducting a sand test and well inspection.
 - Sand test was not favorable. Will be televising the well.
 - Proposing to abandon well and consider pursuing a new Well in a different location
- Western Opportunities/Putman project.
 - Reviewing plans for sewer proposals
 - Received request for water from Putmans
 - In discussions with Indianfields RE: water franchise
 - Presented draft water franchise to the Indianfields and developer
 - City Council approved Water Franchise
 - Developer advised Township they intend to work toward well and septic
 - Spoke with health department regarding the project
 - Spoke with Moore Motors
 - Status of City involvement is currently unknown
- Planning Commission Annual Report (Nora)

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
 - Waiting for official bid
- House demolition bids
 - Working on draft.
- Start thinking about Budget
 - Sent out budget worksheets and Capital Improvement Project requests in February
- ARP: \$417,000
 - Possible uses:
 - Infrastructure
 - EMS (First Responder Program start-up)
 - Premium Pay to Public Safety/Essential Workers
 - Leverage other grant fund
 - Partner with other communities on larger projects

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- Lincoln Street Paused until Spring

DPW Activity:

- Completed 28 Work Orders in January
- Responded to 43 Miss Digs in January
- Responded to 5 emergency call outs and two snow event
- Used 31.50 Tons of Salt in January
- Emptied trash daily

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TO: City Council
FROM: Rita Papp – City Clerk
SUBJECT: Clerk's Report
DATE: February 21, 2022

- Processed 6 FOIA's during this period.
- Continuing to review Boards and Commission Appointment vacancies.
- Parks & Recreation Committee has 2 vacant seats due to resignations. Vacancies are advertised in the paper, Facebook, and website. Deadline is February 28, 2022. As of today, I have received one application via email and one application was brought to the Parks & Recreation meeting on February 16, 2022, which they have recommended for appointment.
- Planning Commission has 1 vacant seat due to a resignation. Vacancy is advertised in the paper, Facebook, and website. Deadline is February 28, 2022. As of today, I have received none.
- Registered for Michigan Municipal Association Clerk's Institute. Clerks Institute is a three-year program. One week per year of extensive education. Once completed, I will be a Certified Municipal Clerk, CMC. Date of Institute is March 20 – 25, 2022 in Mt. Pleasant.
- Jana and I are in the process of re-organizing the personnel files by utilizing a different filing system.
- City of Caro Board of review has scheduled their annual organizational meeting for March 7, 2022, at 9:00 a.m. and their Assessment Appeals meetings for March 21, 2022, from 9:00 a.m. – 3:00 p.m., March 22, 2022, from 3:00 p.m. – 9:00 p.m.
- There will be a Special Election in the City of Caro on May 3, 2022. I am in the process of preparing for this election. Election Commission and Inspector's pay will be recommended to the Council tonight.
- Attended a meeting with Jodi Fetting, Tuscola County Clerk, February 15, 2022, to discuss upcoming election.
- Took inventory of election room and ordered needed supplies for upcoming elections.
- We are working with Allied Imaging on a proposal to digitize records. Jana and I had a demonstration meeting with Allied Imaging's software called Docuware. This software is a data base that manages documents. It would potentially reduce paper documents taking up room in storage. Still gathering information and costs.
- Placed new signs on the entrance doors regarding Council Meeting time change. Notice has been placed on the website, LED sign and social media.

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TO: City Council
City Manager – Matt Lane
FROM: Michele Perry, Treasurer
SUBJECT: Treasurer's Report
DATE: February 17, 2022

- Attended the City Council meeting on January 17th, 2022.
- Prepared and submitted monthly salt report to MDOT.
- Attended the MMTA Winter Workshop virtually on January 20th in the afternoon and all day on January 21st. Highlights from the workshop were:
 - ARPA – if your municipality receives less than 10 million you may categorize it as loss of revenue without having to go through the loss of revenue calculation. When you categorize the funds as loss revenue the funds can be used on any legitimate government expense.
 - The investments for the City should be some long-term and short-term investments to obtain the best rate of return.
 - We should do a cash flow analysis to determine the cash flow needs and then invest the surplus.
 - Review the investment policy as needed.
- Started using Frankenmuth Credit Union for the following:
 - General checking account deposits and accounts payable
 - Starting the week of 2/21/22 we will start using it for payroll
- The fuel card system used by the city in the past was only able to be used at the Speedways in the City of Caro. Chief Newcombe brought it to our attention that when an officer has to go outside of the City of Caro for a transport or another reason if the city owned vehicle, they were using needed fuel the officer had to use their personal funds to fill the vehicle and then request reimbursement. Also, with the system we have with Speedway the only station the employees could use were the Speedway stations. So after looking into fuel fleet cards, it was decided to switch to the WEX Fleet cards. The cards can be used at any station for fuel only. Each driver is assigned a PIN and they also have to use the odometer reading on the vehicle to complete the transaction.
- Taxes are steadily coming in as we are fast approaching the last day to collect them in the office.
- 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: February 17, 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.

Financial Institute	Term	Interest Rate	Current Balance	Maturity Date	Plan of Action at Renewal Date
Huntington Bank	90 days	0.01%	105,650.00	3/20/2022	Renew at Huntington Bank at their current rate and the same term.
Frankenmuth Credit Union	3 months	0.10%	162,536.84	3/29/2022	Renew at Frankenmuth Credit Union at their current rate for a term of 12
Independent Bank	3 months	0.12%	277,038.16	2/28/2022	Split into two CD's and renew them at Independent Bank at their current rate for a term of 12 months
	3 months	0.12%	143,189.90	3/9/2022	Renew at Independent Bank at their current rate for a term of 12 months.
	3 months	0.12%	230,000.00	3/9/2022	Renew at Independent Bank at their current rate for a term of 12 months.
TeamOne Credit Union/LPL Financial	48 months	2.70%	70,367.36	3/16/2022	Instruct our account executive to renew into new CD's with terms of 12
	3 months	0.25%	245,000.00	3/17/2022	Instruct our account executive to renew into new CD's with terms of 12
	3 months	0.20%	245,000.00	3/22/2022	Instruct our account executive to renew into new CD's with terms of 12