

AGENDA
REGULAR MEETING OF THE CARO CITY COUNCIL
July 17, 2023, 6:30 P.M.

CALL TO ORDER (Pledge of Allegiance)

AGENDA APPROVAL

PUBLIC COMMENTS/VISITORS:

PRESENTATION:

COMMUNICATION:

1. Charter Communications – Upcoming Changes (2)

CONSENT AGENDA:

1. Regular Council Meeting Minutes – July 3, 2023
2. Invoices
3. Department Reports
 - A. Police Report – Chief Brian Newcomb
 - B. Fire Report – Chief Randall Heckroth
 - C. Code Enforcement Report – Randall Heckroth
 - D. Director of Public Works Report – Tom Reese
 - E. WWTP – David Dienes II
 - F. Municipal Parking Violations Bureau Report – Rita Papp

REGULAR AGENDA:

1. Tuscola Area Airport Authority Annual Allocation Invoice
2. Banner Request (2 banners) – Thumb Area Old Engine & Tractor Show – July 31 – August 14, 2023
3. Water System SCADA System Upgrade
4. Investment Changes
5. Certificate of Deposit Report
6. Termination of Job Descriptions
7. Set Policy Committee Meeting

ITEMS POSTPONED: None

COMMITTEE/LIAISON POSITION REPORTS:

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

MAYOR'S REPORT – Written report submitted.

MANAGER REPORT – Written report submitted.

CLERK’S REPORT – Written report submitted.

TREASURER’S REPORT – Written report submitted.

ADDITIONAL PUBLIC COMMENTS

ADJOURN
.....



July 7, 2023



T1 P2 180 *****AUTO**ALL FOR AADC 480

City Of Caro
317 S. State Street
Caro, MI 48723-1725

Re: Charter Communications – Upcoming Changes

Dear Franchise Official:

We value our customers and are committed to providing them with the latest products and technology, and we work hard to keep prices as low as possible. Despite our best efforts, rising costs including programming fees charged by TV networks have impacted our pricing. Customers are being notified via bill message regarding the following price changes that will take effect on or after August 9, 2023. Please note for customers who may be paying a promotional price, the retail price and autopay discount does not take effect until the end of the promotional period.

Services/Products	Change
Broadcast TV Surcharge	Will increase by \$1.00/month.
Broadcast TV Surcharge for Spectrum TV Choice and Spectrum TV Stream	Will increase by \$2.20/month.
Spectrum Lifestyle Plan, Silver, and Gold	Will increase by \$5.00/month.
Spectrum TV Choice 10 <ul style="list-style-type: none"> ▪ Impacted customers are eligible to call to add 5 additional channels to their lineup starting 7/12/2023; On or after 8/9/2023, customers can visit Spectrum.net/YourChoice to choose channels ▪ Customers currently paying \$34.99 per month will only increase \$5.00 to \$39.99 per month with a \$10.00 credit for 12 months ▪ Customers currently paying \$39.99 per month will only increase \$5.00 to \$44.99 per month with a \$5.00 credit for 12 months 	Depending on a customer's subscription, will increase by either \$10.00/month or \$15.00/month.
Spectrum TV Choice 15	Will increase by \$5.00/month.
Spectrum TV Stream	Will increase by \$5.00/month.
Spectrum Sports Pack	Will increase by \$2.00/month.
Spectrum Sports View	Will increase by \$1.00/month.
Spectrum Bundled Voice <ul style="list-style-type: none"> ▪ Only impacts customers that are not already at current \$19.99 rate 	Will increase by \$5.00/month.

To give customers more choice, Spectrum is excited to announce that effective on or after August 10, 2023, it will launch the following two new Spectrum TV plans. These new Spectrum TV plans are available to both new and current customers. For more information, customers can call Spectrum at 833-267-6094.

Services/Products	Price
Spectrum TV Select Signature <ul style="list-style-type: none">Includes all networks in Spectrum TV Select (over 125 channels) except regional sports networks	\$79.99/month
Spectrum TV Select Plus <ul style="list-style-type: none">Includes all networks in Spectrum TV Select (over 125 channels) including regional sports networks plus NFL Network, NBA TV, MLB Network, NHL Network, and Tennis Channel	\$89.99/month

We remain committed to providing excellent communications and entertainment services in your community. If you have any questions about this change, please feel free to contact me at (616) 607-2380.

Sincerely,



Derrick Mathis
Manager – State Government Affairs, Michigan
Charter Communications



June 28, 2023



T1 P2 175 *****AUTO**ALL FOR AADC 480

City Of Caro
317 S. State Street
Caro, MI 48723-1725

Re: Charter Communications - Upcoming Changes

Dear Franchise Official:

Spectrum Mid-America, LLC ("Spectrum") is making its customers aware of the following changes to the channel lineup serving your community:

- On or around July 28, 2023, Spectrum will launch carriage of **AMC+** on channel 604. AMC is consolidating AMC Premiere, Shudder, Sundance Now, and IFC Films Unlimited into AMC+ for a \$7.99 monthly subscription price and will contain approximately 16,350 hours of content. Customers that subscribe to AMC+ will be able to access content on Spectrum as well as through the AMC+ app using their Spectrum credentials.
- On or around August 1, 2023, Spectrum will launch carriage of **Jewish Broadcasting Service** Expansion (JBS) on channel 480.
- On or around August 1, 2023, Spectrum will launch carriage of **Jewish Life Television** Expansion (JLTV) on channel 481.

If you should have any questions about this change, please feel free to contact me at (616) 607-2380.

Sincerely,

Derrick Mathis
Manager - State Government Affairs, Michigan
Charter Communications



REGULAR MEETING OF THE CARO CITY COUNCIL
July 3, 2023, 6:30 P.M.
Council Chambers, 317 S. State St., Caro, MI 48723

Mayor Karen Snider called the regular meeting of the City Council to order on July 3, 2023, at 6:30 p.m. in the Council Chambers.

Present: Mayor Karen Snider, City Council: Emily Campbell, Pamela Iseler, Charlotte Kish, Doreen Oedy and Jill White.

Absent: Bob Eschenbacher

Others: Jana Brown – Deputy City Clerk, Michele Perry – City Treasurer, Brian Newcomb – Chief of Police and Tom Reese – DPW Superintendent.

AGENDA APPROVAL

23-M-134

Motion by Kish seconded by Campbell to approve the agenda as presented.

Motion Carried.

PUBLIC COMMENT/VISITORS: None

COMMUNICATIONS: None

CONSENT AGENDA:

1. Regular Council Meeting Minutes – June 19, 2023
2. Invoices

23-M-135

Motion by Iseler seconded by Kish to approve the consent agenda as presented with amendments to the June 19, 2023 minutes and including invoices.

Motion Carried.

REGULAR AGENDA:

1. Committee Appointments

23-M-136

Motion by Iseler seconded by Kish to approve the appointment of Doreen Oedy to Personnel Committee and Capital Projects as chairperson.

Motion carried.

2. Banner Request

23-M-137

Motion by Kish seconded by Campbell to approve the Banner Request from Tuscola County Fair Association, July 10-23, 2023, pending payment of \$300.00 prior to the banner placement.

Motion carried.

3. Splash Pad Fence Estimate – Halfway Fence Company

23-M-138

Motion by White seconded by Campbell to authorize the City Manager to accept the bid from Halfway Fence Company of \$23,968.56 to build a fence around the Splash Pad at Bieth Park and execute all documents necessary to complete the project.

Motion carried.

4. Road Closure Request – Tuscola County Pumpkin Festival

23-M-139

Motion by Kish seconded by White to authorize the requested road closures for the Pumpkin Festival.

Motion carried.

5. Utility Billing and Accounts Receivable Write-Offs

The council requested monthly reports of past due accounts. The Treasurer will provide this report at the second meeting of each month.

23-M-140

Motion by Iseler seconded by Kish to approve the City Treasurer to write off the utility bills in the amount of \$420.60 and accounts receivables in the amount of \$894.60.

Motion carried.

MAYOR'S REPORT – Written report submitted. Mayor Snider would like further explanation of the South Colling Road Project at the next meeting.

MANAGER'S COMMENTS – Written report submitted.

CLERK'S REPORT – Written report submitted.

ADDITIONAL PUBLIC COMMENT: None

Charlotte Kish brought up the idea of using the current vacant office within the Municipal Building as an office for Mayor Snider. Discussion followed and the Council unanimously supported that office for the Mayor as well as a main door key to her for building access.

23-M-141

Motion by Iseler seconded by Campbell to adjourn the meeting at 7:25 p.m.

Motion carried.



Jana Brown
Deputy City Clerk

Report Criteria:

Report type: GL detail

Check.Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Invoice GL Account	Amount
AIR ADVANTAGE LLC				
07/23	07/17/2023	76882	242-728-801-000	58.00
07/23	07/17/2023	76882	661-536-750-001	21.43
07/23	07/17/2023	76882	101-172-750-001	21.43
07/23	07/17/2023	76882	101-253-750-001	21.43
07/23	07/17/2023	76882	101-260-750-001	21.43
07/23	07/17/2023	76882	101-301-750-001	100.00
07/23	07/17/2023	76882	101-441-750-001	100.00
07/23	07/17/2023	76882	536-336-750-001	21.43
07/23	07/17/2023	76882	590-567-750-001	100.00
07/23	07/17/2023	76882	592-557-750-001	21.43
07/23	07/17/2023	76882	596-521-750-001	21.42
Total AIR ADVANTAGE LLC:				508.00
Total 76882:				508.00
AMAZON CAPITAL SERVICES				
07/23	07/17/2023	76883	101-441-740-000	39.99
07/23	07/17/2023	76883	101-172-740-000	7.53
07/23	07/17/2023	76883	101-253-740-000	84.28
07/23	07/17/2023	76883	101-441-776-001	7.53
07/23	07/17/2023	76883	202-483-740-000	15.05
07/23	07/17/2023	76883	203-483-740-000	15.05
07/23	07/17/2023	76883	204-483-740-000	6.02
07/23	07/17/2023	76883	590-567-776-002	60.20
07/23	07/17/2023	76883	592-557-776-000	60.20
07/23	07/17/2023	76883	596-521-740-000	45.14
07/23	07/17/2023	76883	101-172-740-000	5.52
07/23	07/17/2023	76883	101-253-740-000	5.52
07/23	07/17/2023	76883	101-260-740-000	5.52
07/23	07/17/2023	76883	101-265-776-000	5.52
07/23	07/17/2023	76883	536-336-740-000	5.52
07/23	07/17/2023	76883	101-301-740-000	5.52
07/23	07/17/2023	76883	590-567-740-000	5.51
07/23	07/17/2023	76883	592-557-776-000	5.51
07/23	07/17/2023	76883	202-483-740-000	5.51
07/23	07/17/2023	76883	203-483-740-000	5.51
07/23	07/17/2023	76883	242-728-740-000	5.51
07/23	07/17/2023	76883	101-441-776-000	5.51
07/23	07/17/2023	76883	590-567-740-000	30.98
07/23	07/17/2023	76883	592-557-740-000	30.98
07/23	07/17/2023	76883	101-253-740-000	30.99
07/23	07/17/2023	76883	590-567-776-002	236.38
07/23	07/17/2023	76883	101-301-742-000	111.65
07/23	07/17/2023	76883	101-301-742-000	2.49
07/23	07/17/2023	76883	590-568-776-000	232.00
07/23	07/17/2023	76883	101-301-740-000	41.73

GL Period	Check Issue Date	Check Number	Invoice GL Account	Amount
07/23	07/17/2023	76883	101-172-740-000	28.43-
07/23	07/17/2023	76883	101-253-740-000	28.47-
07/23	07/17/2023	76883	101-260-740-000	28.43-
07/23	07/17/2023	76883	101-265-776-000	28.43-
07/23	07/17/2023	76883	536-336-740-000	28.43-
07/23	07/17/2023	76883	101-301-740-000	28.43-
07/23	07/17/2023	76883	590-567-740-000	28.43-
07/23	07/17/2023	76883	592-557-776-000	28.43-
07/23	07/17/2023	76883	202-483-740-000	28.43-
07/23	07/17/2023	76883	203-483-740-000	28.43-
07/23	07/17/2023	76883	242-728-740-000	28.43-
07/23	07/17/2023	76883	101-441-776-000	28.43-
07/23	07/17/2023	76883	101-691-740-000	9.99
07/23	07/17/2023	76883	101-253-740-000	2.94
07/23	07/17/2023	76883	101-172-740-000	2.94
07/23	07/17/2023	76883	101-260-740-000	2.94
07/23	07/17/2023	76883	101-191-740-000	2.94
07/23	07/17/2023	76883	101-301-740-000	2.94
07/23	07/17/2023	76883	596-521-740-000	2.95
07/23	07/17/2023	76883	101-172-740-000	177.00
07/23	07/17/2023	76883	101-410-740-000	2.94
07/23	07/17/2023	76883	203-483-740-000	2.94
07/23	07/17/2023	76883	204-483-740-000	2.94
07/23	07/17/2023	76883	536-336-740-000	2.94
07/23	07/17/2023	76883	590-567-776-002	2.95
07/23	07/17/2023	76883	592-557-740-000	2.95
07/23	07/17/2023	76883	101-371-740-000	2.94
07/23	07/17/2023	76883	101-400-740-000	2.94
07/23	07/17/2023	76883	101-441-776-001	2.94
07/23	07/17/2023	76883	101-691-740-000	2.94
07/23	07/17/2023	76883	101-748-740-000	2.94
07/23	07/17/2023	76883	202-483-740-000	2.94
Total AMAZON CAPITAL SERVICES:				1,023.11
Total 76883:				1,023.11
BIRD CREEK STATION LLC				
07/23	07/17/2023	76884	101-691-958-000	200.00
Total BIRD CREEK STATION LLC:				200.00
Total 76884:				200.00
BRIGHTSPEED				
07/23	07/17/2023	76885	590-567-853-000	69.86
07/23	07/17/2023	76885	592-557-853-000	69.86
Total BRIGHTSPEED:				139.72
Total 76885:				139.72

GL Period	Check Issue Date	Check Number	Invoice GL Account	Amount
CHARTER COMMUNICATIONS				
07/23	07/17/2023	76886	101-691-750-000	69.98
Total CHARTER COMMUNICATIONS:				69.98
Total 76886:				69.98
CHRIS E LANDSCAPING LLC				
07/23	07/17/2023	76887	101-265-801-000	1,008.00
07/23	07/17/2023	76887	101-691-801-000	792.00
07/23	07/17/2023	76887	101-697-801-000	900.00
07/23	07/17/2023	76887	101-695-801-000	900.00
Total CHRIS E LANDSCAPING LLC:				3,600.00
Total 76887:				3,600.00
CIVIC SYSTEMS, LLC				
07/23	07/17/2023	76888	661-536-750-001	291.00
07/23	07/17/2023	76888	101-172-750-001	291.00
07/23	07/17/2023	76888	101-253-750-001	291.00
07/23	07/17/2023	76888	101-260-750-001	291.00
07/23	07/17/2023	76888	101-301-750-001	291.00
07/23	07/17/2023	76888	101-441-750-001	291.00
07/23	07/17/2023	76888	536-336-750-001	291.00
07/23	07/17/2023	76888	590-567-750-001	291.00
07/23	07/17/2023	76888	592-557-750-001	291.00
07/23	07/17/2023	76888	596-521-750-001	291.00
07/23	07/17/2023	76888	101-371-750-001	291.00
Total CIVIC SYSTEMS, LLC:				3,201.00
Total 76888:				3,201.00
DALE RIECK MASONRY, LLC				
07/23	07/17/2023	76889	101-265-801-000	3,821.18
Total DALE RIECK MASONRY, LLC:				3,821.18
Total 76889:				3,821.18
DENNIS HANSELMAN				
07/23	07/17/2023	76890	101-691-958-000	200.00
Total DENNIS HANSELMAN:				200.00
Total 76890:				200.00
DJ's PORTABLE TOILET RENTALS, LLC				
07/23	07/17/2023	76891	101-691-801-000	860.00

GL Period	Check Issue Date	Check Number	Invoice GL Account	Amount
Total DJ's PORTABLE TOILET RENTALS, LLC:				860.00
Total 76891:				860.00
EMTERRA ENVIRONMENTAL USA CORP				
07/23	07/17/2023	76892	596-521-801-000	700.80
Total EMTERRA ENVIRONMENTAL USA CORP:				700.80
Total 76892:				700.80
FARM DEPOT				
07/23	07/17/2023	76893	661-536-930-000	332.53
Total FARM DEPOT:				332.53
Total 76893:				332.53
GAMBLES DO IT BEST HARDWARE				
07/23	07/17/2023	76894	590-567-776-000	54.24
07/23	07/17/2023	76894	101-265-776-000	544.44
Total GAMBLES DO IT BEST HARDWARE:				598.68
Total 76894:				598.68
GRAINGER				
07/23	07/17/2023	76895	590-567-776-000	3,191.54
Total GRAINGER:				3,191.54
Total 76895:				3,191.54
HUBBELL, ROTH & CLARK, INC				
07/23	07/17/2023	76896	590-567-970-000	4,745.41
Total HUBBELL, ROTH & CLARK, INC:				4,745.41
Total 76896:				4,745.41
HUNTINGTON NATIONAL BANK				
07/23	07/17/2023	76897	301-905-993-004	4,614.65
Total HUNTINGTON NATIONAL BANK:				4,614.65
Total 76897:				4,614.65
KIRK'S SUPPLY				
07/23	07/17/2023	76898	101-441-742-000	26.99
07/23	07/17/2023	76898	592-557-742-000	26.99

GL Period	Check Issue Date	Check Number	Invoice GL Account	Amount
Total KIRK'S SUPPLY:				53.98
Total 76898:				53.98
KRISTAL'S HELPING HAND LLC				
07/23	07/17/2023	76899	101-441-801-002	138.34
07/23	07/17/2023	76899	536-336-801-002	54.14
07/23	07/17/2023	76899	101-301-801-002	108.34
07/23	07/17/2023	76899	101-260-801-002	100.28
07/23	07/17/2023	76899	101-172-801-002	100.28
07/23	07/17/2023	76899	101-253-801-002	100.28
07/23	07/17/2023	76899	590-567-801-002	108.34
Total KRISTAL'S HELPING HAND LLC:				710.00
Total 76899:				710.00
LOGAN & RACHEL PETTIT				
07/23	07/17/2023	76900	592-000-255-000	10.38
Total LOGAN & RACHEL PETTIT:				10.38
Total 76900:				10.38
MEDLER ELECTRIC COMPANY				
07/23	07/17/2023	76901	101-265-776-000	279.59
Total MEDLER ELECTRIC COMPANY:				279.59
Total 76901:				279.59
MICHIGAN MUNICIPAL LEAGUE				
07/23	07/17/2023	76902	101-000-231-012	14.02
Total MICHIGAN MUNICIPAL LEAGUE:				14.02
Total 76902:				14.02
MICHIGAN RURAL WATER ASSOCIATION				
07/23	07/17/2023	76903	592-557-801-000	800.00
Total MICHIGAN RURAL WATER ASSOCIATION:				800.00
Total 76903:				800.00
ORKIN - 556 SAGINAW				
07/23	07/17/2023	76904	101-265-801-000	88.99
Total ORKIN - 556 SAGINAW:				88.99

GL Period	Check Issue Date	Check Number	Invoice GL Account	Amount
Total 76904:				88.99
R&R TECHNICAL SERVICES				
07/23	07/17/2023	76905	590-567-801-000	47.50
07/23	07/17/2023	76905	101-301-801-000	50.00
07/23	07/17/2023	76905	101-253-801-000	2.50
07/23	07/17/2023	76905	101-260-801-000	2.50
07/23	07/17/2023	76905	590-567-801-000	5.00
07/23	07/17/2023	76905	101-101-801-000	90.00
07/23	07/17/2023	76905	101-172-801-000	95.00
07/23	07/17/2023	76905	101-301-801-000	15.00
07/23	07/17/2023	76905	101-441-801-000	30.00
07/23	07/17/2023	76905	536-336-801-000	15.00
07/23	07/17/2023	76905	590-567-801-000	15.00
07/23	07/17/2023	76905	592-557-801-000	30.00
07/23	07/17/2023	76905	101-101-801-000	30.00
07/23	07/17/2023	76905	592-557-853-000	20.45
07/23	07/17/2023	76905	596-483-853-000	20.45
07/23	07/17/2023	76905	661-536-853-000	55.00
07/23	07/17/2023	76905	101-172-801-000	45.00
07/23	07/17/2023	76905	101-253-801-000	37.50
07/23	07/17/2023	76905	101-260-801-000	37.50
07/23	07/17/2023	76905	202-483-853-000	20.45
07/23	07/17/2023	76905	203-483-853-000	20.45
07/23	07/17/2023	76905	204-483-853-000	20.45
07/23	07/17/2023	76905	242-728-853-000	55.00
07/23	07/17/2023	76905	536-336-853-000	55.00
07/23	07/17/2023	76905	590-567-853-000	20.45
07/23	07/17/2023	76905	101-260-853-000	27.50
07/23	07/17/2023	76905	101-371-853-000	20.50
07/23	07/17/2023	76905	101-410-853-000	20.45
07/23	07/17/2023	76905	101-441-853-000	20.45
07/23	07/17/2023	76905	101-748-853-000	20.45
07/23	07/17/2023	76905	101-301-853-000	20.45
07/23	07/17/2023	76905	592-557-801-000	47.50
07/23	07/17/2023	76905	596-521-801-000	23.75
07/23	07/17/2023	76905	101-265-801-000	45.00
07/23	07/17/2023	76905	101-691-801-000	15.00
07/23	07/17/2023	76905	101-172-853-000	55.00
07/23	07/17/2023	76905	101-253-853-000	27.50
07/23	07/17/2023	76905	101-253-801-000	47.50
07/23	07/17/2023	76905	101-260-801-000	47.50
07/23	07/17/2023	76905	101-301-801-000	71.25
07/23	07/17/2023	76905	101-441-801-000	71.25
07/23	07/17/2023	76905	536-336-801-000	23.75
Total R&R TECHNICAL SERVICES:				1,440.00
Total 76905:				1,440.00
ROWE PROFESSIONAL SVS COMP.				
07/23	07/17/2023	76906	204-442-801-000	742.50

GL Period	Check Issue Date	Check Number	Invoice GL Account	Amount
07/23	07/17/2023	76906	101-265-970-002	1,755.00
07/23	07/17/2023	76906	202-451-801-001	2,160.00
Total ROWE PROFESSIONAL SVS COMP.:				4,657.50
Total 76906:				4,657.50
STATE OF MICHIGAN				
07/23	07/17/2023	76907	101-000-698-000	31.19
Total STATE OF MICHIGAN:				31.19
Total 76907:				31.19
TUSCOLA COUNTY ADVERTISER				
07/23	07/17/2023	76908	101-260-900-000	130.00
07/23	07/17/2023	76908	101-260-900-000	208.00
07/23	07/17/2023	76908	592-557-801-000	842.86
07/23	07/17/2023	76908	101-260-900-000	208.00
07/23	07/17/2023	76908	592-557-900-000	468.00
07/23	07/17/2023	76908	101-260-900-000	25.00
07/23	07/17/2023	76908	101-260-900-000	25.00
07/23	07/17/2023	76908	101-260-900-000	130.00
Total TUSCOLA COUNTY ADVERTISER:				2,036.86
Total 76908:				2,036.86
TUSCOLA COUNTY TREASURER				
07/23	07/17/2023	76909	101-000-425-005	110.00
07/23	07/17/2023	76909	101-000-425-003	205.00
Total TUSCOLA COUNTY TREASURER:				315.00
Total 76909:				315.00
WATER SOLUTIONS UNLIMITED				
07/23	07/17/2023	76910	592-557-776-000	85.00
Total WATER SOLUTIONS UNLIMITED:				85.00
Total 76910:				85.00
WSP USA ENVIRONMENT & INFRASTRUCTURE INC				
07/23	07/17/2023	76911	592-557-801-000	652.50
Total WSP USA ENVIRONMENT & INFRASTRUCTURE INC:				652.50
Total 76911:				652.50
Grand Totals:				38,981.61

Report Criteria:
Report type: GL detail
Check.Type = {<>} "Adjustment"

CITY OF CARO

CITY MANAGER
SCOTT CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
MICHELE PERRY
CITY ATTORNEY
LAURA GENOVICH

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

MAYOR
KAREN SNIDER
CITY COUNCIL
EMILY CAMPBELL
BOB ESCHENBACHER
DON HALL
PAMELA ISELER
CHARLOTTE KISH
JILL WHITE

To: Caro City Council, Caro City Manager

From: Brian Newcomb, Chief of Police

Regarding: Month end report, June 2023

Date: July 5, 2023

POLICE REPORTS

Police Complaints received for June 2023- 402 complaints.

Comparison-

May 2023-343 dispatched complaints

April 2023-243 dispatched complaints

March 2023-167 dispatched complaints

MILEAGE

June 2023- 4,923 miles

GASOLINE

June 2023-410.25 gallons

911 OPEN LINE OR HANGUP	
ABANDONED VEHICLE	2
ALARM	5
ANIMAL AT LARGE	6
ASSAULT	6
ASSIST DHHS	2
ASSIST FIRE	7
ASSIST MMR	17
ASSIST MSP	2
ASSIST OTHER PD	3
ASSIST THUMB NARCOTICS	
ASSIST TUSH IN CARO	6
ATL	
BACKGROUND INVESTIGATION LE	1
B&E	2
CHILD NEGLECT/ABUSE	
CITIZEN ASSIST	
CIVIL	4
CONDITIONAL BOND VIOLATION	
CRIMINAL SEXUAL CONDUCT	2
DISORDERLY	6
DISTURBING THE PEACE	3
DOG BITE	2
DOG LOCKED IN VEHICLE	4
DOMESTIC ASSAULT	
DWLS	
EMBEZZLEMENT	
FALSE PERSONATION	
FELONIOUS ASSAULT	
FIGHT IN PROGRESS	
FIREWORKS VIOLATION	3
FLEE POLICE	1
FOUND PROPERTY	2
FRAUD	2
GENERAL	8
GUNSHOT WOUND	
HARASSMENT	6
HIT AND RUN PDA	4
HOMELESS	1
INJURY CRASH	1
INVESTIGATION FOLLOWUP	
KEYS LOCKED IN VEHICLE	
LARCENY	5
LARCENY FROM VEHICLE	
LIQUOR INSPECTION	15
MDOP	3
MENTAL HEALTH CALL	11

ASSIST CCPD -OFFICER DID NOT ANSWER STA
ASST TUSH WITH B&E ON WASHBURN RD SOL
ASST TUSH WITH FIGHT IN PROGRESS 2132 W
ASST MSP WITH LARGE FIGHT AT GRAVEL PIT,

MIP-ALCOHOL	1
MIP-VAPE	2
MISUSE OF 911 LINE	1
MISSING JUVENILE	
MISSING PERSON	2
MOTORIST ASSIST	4
MUTUAL AID	4
NARCOTICS	2
NATURAL DEATH	
NOISE COMPLAINT	2
NO INSURANCE-VEHICLE	3
NO REGISTRATION MISDEMEANOR	1
OPEN DOOR	1
OVERDOSE-DRUGS	2
OWI	5
PAROLE VIOLATION	3
PARKING VIOLATIONS	
PDA	13
PPO VIOLATION	
PROBATION VIOLATION	1
PROWLER	1
PUBLIC RELATIONS	1
REGISTRATION VIOLATION	2
RECKLESS DRIVING	3
RESIST OFFICER	
RETAIL FRAUD	7
ROAD RAGE	1
RUNAWAY	
SINKHOLE IN ROADWAY	
STALKING	2
SUICIDAL PERSON	1
SUSPICIOUS PERSON	7
SUSPICIOUS SITUATION	4
THREATS	2
THREATS TO ATTY GENERAL	
THREATS TO COURTHOUSE	
THREATS TO SCHOOL	
TRAFFIC POLICING	25
TRAFFIC STOPS/CITATIONS	118
TRESPASS	2
UDAA	1
VERBAL DOMESTIC	6
VIN INSPECTION	1
WARRANT ARREST - MISDEMEANOR	10
WARRANT ARREST - FELONY	6
WEAPONS OFFENSE	2
WELFARE CHECK	11

WITNESS INTIMIDATION	
----------------------	--

402

TUS CHECK-OFC SAFETY

JTH OF M46

. EVERGREEN

WASHBURN RD

VEHICLE MAINTENANCE RECORD FOR CAR 1

TOTAL MAINTENANCE COSTS													
YEAR	2015	MAKE	FORD	MODEL	SUV	LICENSE	023X391	VIN NO	1FM5K8AR5FGB83483				
	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	
Enter Starting Vehicle Mileage	80,934	81,982	82,531	83,239	84,073	84,429							
Enter Vehicle Mileage at End of Month	81,982	82,531	83,239	84,073	84,429	85,273							
Monthly Mileage Totals	1,048	549	708	834	356	844	0	0	0	0	0	0	
Total Mileage for Year	4,339												
Maintenance Cost Per Mile	\$0.73												
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													
Miscellaneous Service		\$3,117.02	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
TOTAL MONTHLY MAINTENANCE COSTS	\$0.00	\$3,117.02	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
21												TOTAL	\$3,177.02
TIRE												SIZE	
245												55R18	M&S

VEHICLE MAINTENANCE RECORD FOR CAR 2

TOTAL MAINTENANCE COSTS										VIN NO. 1FM5K8AR0DGC06925				
YEAR:		2013	MAKE:		FORD	MODEL:		SUV	LICENSE	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23
Jan-23	Feb-23	110,297	Mar-23	111,109	111,711	Apr-23	May-23	111,939	112,060					
Enter Starting Vehicle Mileage	110,076	110,297	111,109	111,711	111,939	111,711	111,939	112,060	112,106					
Enter Vehicle Mileage at End of Month	110,297	111,109	111,711	111,711	111,939	111,939	112,060	112,060	112,106					
Monthly Mileage Totals	221	812	602	228	228	121	46	0	0	0	0	0	0	0
Total Mileage for Year	2,030													
Maintenance Cost Per Mile	\$0.79													
VEHICLE MAINTENANCE COSTS														
TYPE OF SERVICE														
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														
Miscellaneous Service														
22														
TOTAL MONTHLY MAINTENANCE COSTS	\$1,362.02	\$239.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL										\$1,602.01				

VEHICLE MAINTENANCE RECORD FOR CAR 3

TOTAL MAINTENANCE COSTS			YEAR:		2017	MAKE:	FORD	MODEL	SUV	LICENSE	VIN NO: 1FM5K8AR3HGC07315			
			Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23
Enter Starting Vehicle Mileage			52,817	54,534	55,655	56,510	57,724	58,959						
Enter Vehicle Mileage at End of Month			54,534	55,655	56,510	57,724	58,959	61,279						
Monthly Mileage Totals			1,717	1,121	855	1,214	1,235	2,320	0	0	0	0	0	0
Total Mileage for Year			8,462											
Maintenance Cost Per Mile			\$0.17											
TYPE OF SERVICE			VEHICLE MAINTENANCE COSTS											
Oil & Filter Change														
Air Filter Change														
Fuel Filter Change														
Transmission Fluid & Filter														
Engine Coolant						xxx								
Cooling System Flush														
Tire Repair or Replacement														
Tire Rotation or Balance														
Hose Replacement														
Brake Repair						\$1,088.10								
Engine Tune-Up				\$368.79										
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			\$0.00	\$368.79	\$0.00	\$1,088.10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Tire Size=245/55R18

MILLARS TIRES BAY CITY

TOTAL \$1,456.89

VEHICLE MAINTENANCE RECORD FOR CAR 464

TOTAL MAINTENANCE COSTS														VIN NO 1C4RDJFG1KC708488				
YEAR.		2019		MAKE		DODGE		MODEL DURANGO		LICENSE		023X394						
		Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23					
Enter Starting Vehicle Mileage		15,147	15,855	16,659	17,470	18,262	18,929											
Enter Vehicle Mileage at End of Month		15,855	16,659	17,470	18,262	18,929	19,399											
Monthly Mileage Totals		708	804	811	792	667	470	0	0	0	0	0	0					
Total Mileage for Year		4,252																
Maintenance Cost Per Mile		\$0.02																
VEHICLE MAINTENANCE COSTS																		
Oil & Filter Change		\$65.96																
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		\$65.96	\$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			

24

VEHICLE MAINTENANCE RECORD FOR CAR 465

[illegible]



CITY OF CARO FIRE DEPARTMENT

July 2023 Council Fire report

June 2023 monthly review

- Caro Fire Dept. is in the final stages of taking possession of the Aerial Ladder truck
- The Caro Fire Department answered 35 calls in the month of June 2023
- The Medical First Responder project should start the week of July 1, 2023
- The new Command trailer should be in service by August 1, 2023
- The Caro Fire Department is currently working on several grants, such as replacement of our state radios, new set of Jaws for the Aerial Ladder truck, and a new grass, off road vehicle. The total of grants applied for is approximately \$145,000.00. We have received \$6900.00 so far.

Respectfully submitted,

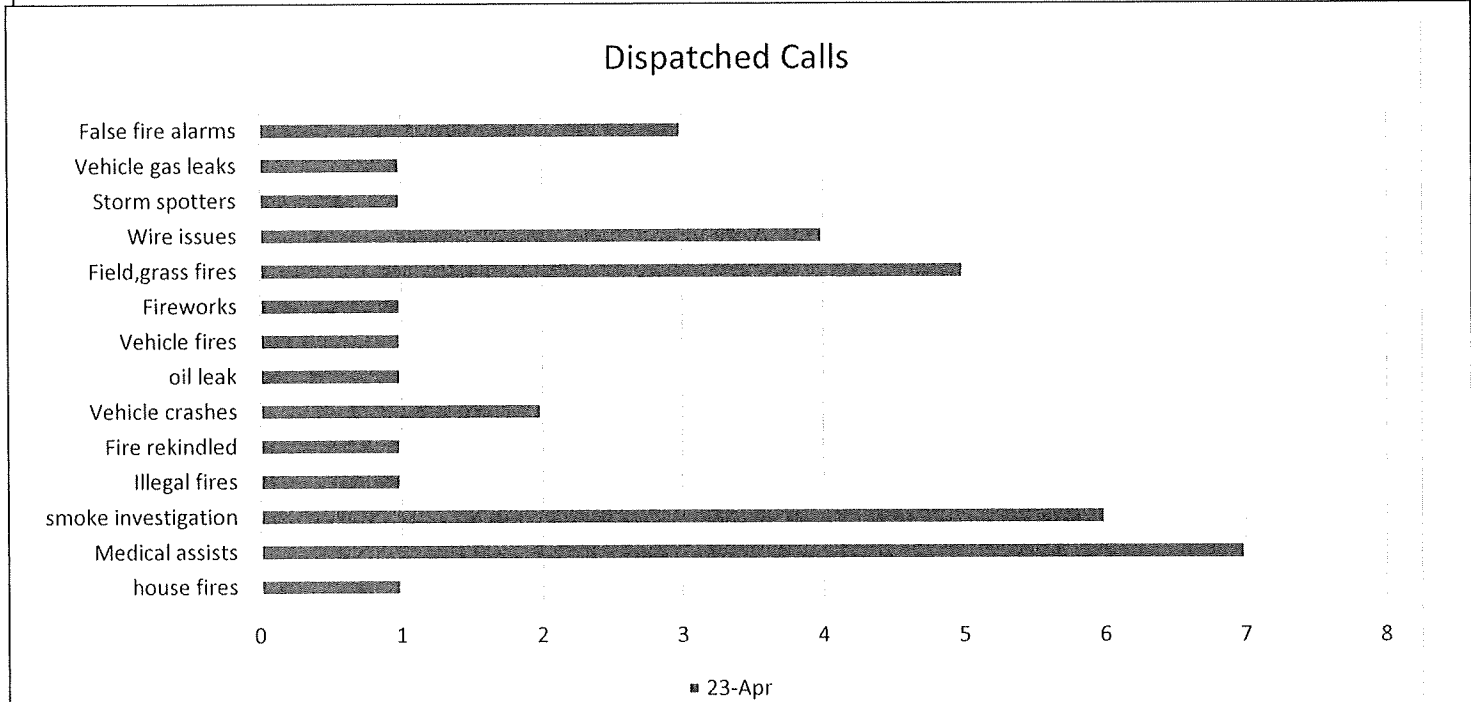
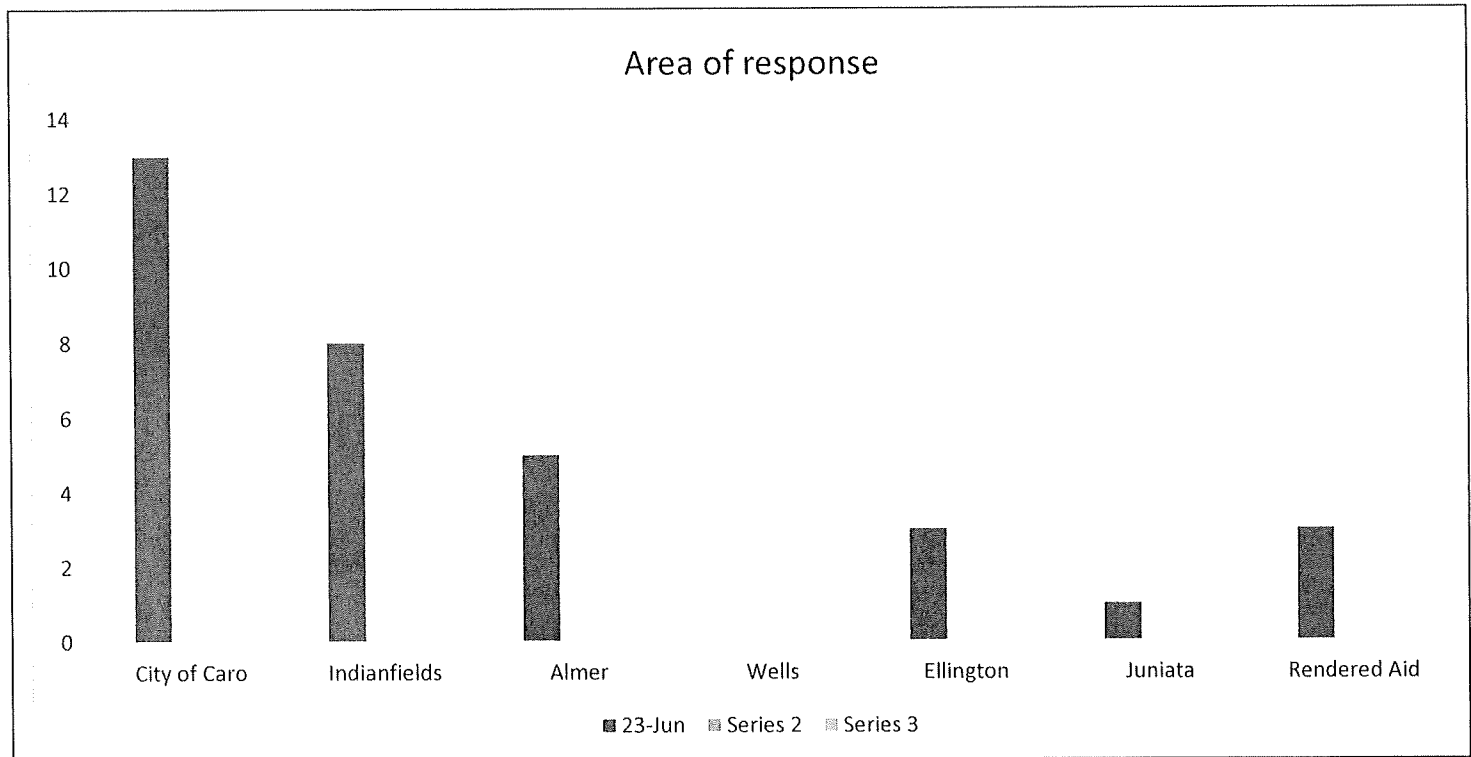
Randall Heckroth, City of Caro Fire Chief

























CITY OF CARO FIRE DEPARTMENT

July 2023 Council Fire report

June 2023 monthly review



Indianfields Twp.	Unsafe fire	
Almer Twp.	Smoke investigation	
City of Caro	Vehicle fire	
Almer Twp.	Grass fire	
Ellington Twp.	Possible tractor fire	
Almer Twp.	Woods fire	
Almer Twp.	Smoke investigation	
Indianfields Twp.	Single vehicle crash	
Indianfields Twp.	Power line issues relating to a crash	
Mutual Aid to Fairgrove FD	House fire	
Mutual aid to Fairgrove FD	Fire rekindled, canceled	
City of Caro	Medical assist	
City of Caro	Medical assist	
Almer Twp.	Medical assist	
Ellington Twp.	Medical assist	
Mutual aid to Vassar FD	Woods fire	
City of Caro	False fire alarm	
City of Caro	False fire alarm	
City of Caro	2 Vehicle crash	
Indianfields Twp.	Ditch bank fire	
Ellington Twp.	Grass fire	

City of Caro	Vehicle gas leak	
City of Caro	Oil leak investigation, nothing found	
City of Caro	Medical assist	
City of Caro	Fireworks issue	
Indianfields Twp.	Power lines down	
Primary fire coverage area	Storm Spotters	
Indianfields Twp.	Electrical issue inside a house	
City of Caro	Carbon monoxide detector activation	
Indianfields Twp.	Smoke investigation	
Juniata Twp.	Fire investigation	
City of Caro	Medical assist	
City of Caro	Fire alarm	
City of Caro	Down power lines	
Indianfields Twp.	Medical assist	



CITY OF CARO CODE ENFORCEMENT

July 2023 Council Code report

June 2023 monthly review

118 E. Washington St.	Vehicle 4-sale in yard	Case resolved
118 E. Washington St.	appliance	1 st . notice
130 First St.	Blight mow	
655 Arlington Dr.	Garbage violation	1 st . notice
121 E. Gamble St.	Blight vehicle	2 nd . offence \$250.00 ticket
121 E. Gamble St.	Blight vehicle	3 rd . offence \$500.00 ticket
121 E. Gamble St.	Overgrown lawn	1 st . notice
150 E. Congress St.	Blight vehicle	Case resolved
328 Wells St.	Blight vehicle	Case resolved
121 Alexander St.	Blight structure	6 th . offence \$500.00 ticket
121 Alexander St.	Overgrown yard	3 rd . offence \$500.00 ticket
138 Butler St.	Blight vehicle	2 nd . notice
119 Butler St.	Blight vehicle	2 nd . notice
531 E. Frank St.	Garbage violation	2 nd . offence \$250.00 ticket
220 Columbia St.	Yard junk	Case resolved
246 Columbia St.	Blight vehicle	Case resolved
246 E. Grant St.	Garbage violation	1 st . notice
540 E. Frank St.	Blight vehicle	Case resolved
1227 E. Caro Rd.	Blight vehicle	1 st . notice
1215 E. Caro Rd.	Blight vehicle X 2	1 st . notice
692 W. Burnside St.	Blight vehicle	Case resolved
613 Gibbs St.	Unpermitted pool	1 st . notice
625 S. State St.	Blight vehicle	Case resolved
715 S. State St.	Blight vehicle	Case resolved
300 Montague Ave.	Garbage violation	1 st . notice
204 Ellis St.	Blight vehicle	Case resolved
343 Wells St.	Garbage violation	2 nd . notice
138 Butler St.	Blight vehicle	1 st . offence \$100.00 ticket
119 Butler St.	Blight vehicle	Case resolved
263 E. Sherman St.	Blight mowed	
246 Columbia St.	Blight vehicle	Case resolved
220 Columbia St.	Yard junk	Case resolved
619 Court St.	Unapproved fence	1 st . notice
645 Court St.	Blight mowed	
632 Meek St.	Overgrown yard	1 st . notice
218 N. State St.	appliance	2 nd . notice
220 W. Bush St.	Garbage violation	1 st . notice
120 W. Bush St.	Tires	Case resolved
	38	Page 1 of 3

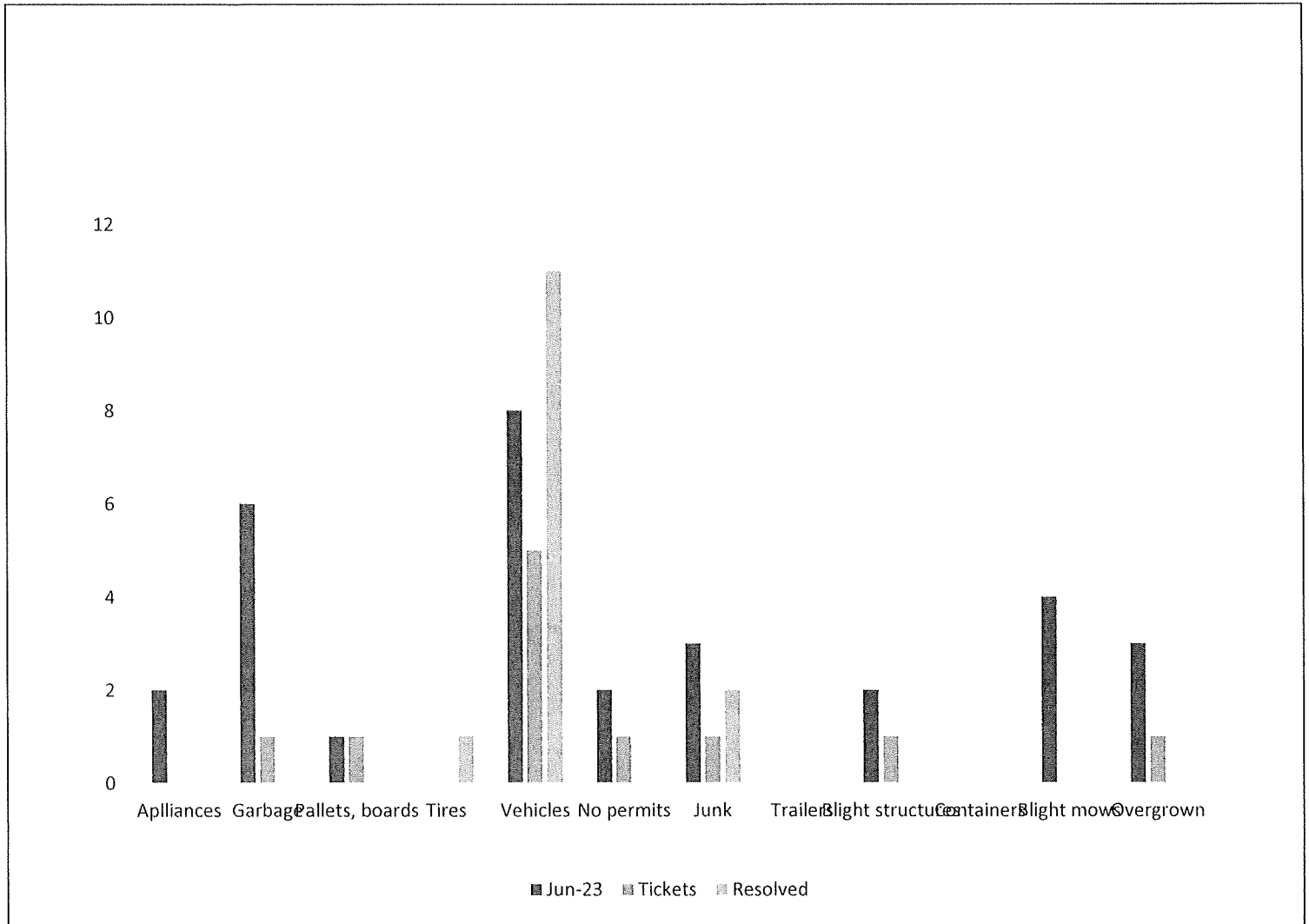
July 2023 Council Code report

June 2023 monthly review

[illegible]

June 2023 monthly review

Page 2 of 2



Monthly total tickets issued, \$3150.00

Monthly total blights cases dealt with , 63

Monthly cases resolved, 24

Top 3-Violations for May 2023 #1 Vehicles #2 Blight mows #3 garbage

Number of Blight Mows 11

CITY OF CARO

CITY MANAGER
SCOTT R CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
MICHELE PERRY
CITY ATTORNEY
LAURA GENOVICH

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

MAYOR
KAREN SNIDER
CITY COUNCIL
EMILY CAMPBELL
BOB ESCHENBACHER
PAMELA ISELER
CHARLOTTE KISH
DOREEN OEDY
JILL WHITE

MEMORANDUM

To: Scott Czasak & City Council
From: Tom Reese Superintendent of Public Works
Date: July 17th, 2023
Re: June Monthly report

ACTIVITY

- Daily well checks.
- We have done 33 MISS DIG tickets.
- We have completed 36 work orders. This is a breakdown of what was done:
 - 2 consumption questions
 - 2 low water pressure
 - 1 dumpster issues
 - 2 farmer's market
 - 12 final reads
 - 1 meter install
 - 1 Misc garbage leaves
 - 1 parks fairground
 - 2 pool read
 - 4 sewers jetted.
 - 2 Streets potholes
 - 4 trees stumps branches
 - 1 water turn off/on
 - 1 daily operations
- The guys repaired a water shutoff at 1115 Gilford Rd
- Mike and Tyler started flushing hydrants 6/20/23.
- Ken M looked at the electrical pedestal at the farmers market that was tripping and found a lose wire.
- The seasonal workers are weeding and clearing storm drains.
- Mike and Evean started grading allies for salt brine coming.
- Pumped down arsenic pit.
- Mike C and I have been working with the sidewalk contractor on the punch list.
- Sweeping the roads when we have time.
- The guys have been jetting sewer and storm drains.

CITY OF CARO

CITY MANAGER
SCOTT R CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
MICHELE PERRY
CITY ATTORNEY
LAURA GENOVICH

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

MAYOR
KAREN SNIDER
CITY COUNCIL
EMILY CAMPBELL
BOB ESCHENBACHER
PAMELA ISELER
CHARLOTTE KISH
DOREEN OEDY
JILL WHITE

- The guys have been cold patching around town.
- Working on G.I.S when we have time.
- Tuscola I.S.D summer help has been cleaning up the tennis courts and basketball court along with city hall.
- We have 2 juvenile workers completing their community service hours.
- Evean took the juvenile workers to the fairgrounds & Bieth to pick up trash. Also cleaning trucks and sweeping the shop.
- The guys burnt the brush pile at the dump.
- We replaced a fire hydrant in the fairgrounds.
- We jetted the storm drains after heavy rains at Pearl St and Burnside and Pearl and Lincon St
- The guys started reading meters 7/7/23.
- I ordered new city ordinance signs for Bieth Park.
- We started prepping the Rec Barn at Bieth Park for paint after someone painted graffiti on it.
- I have the seasonal workers taking care of trash every day downtown and in the parks.
- We replaced the lights in the back offices at city hall.
- I have been setting up contractors for upcoming projects.
- We have been working with thumb heating and cooling to get the temperature's under control at City Hall.

UP COMING PROJECTS

- Replacement of the media at the arsenic plant.
- Fencing around the splash pad.
- Move the dog park fencing back from the sledding hill at Chippewa Park.
- Removal of the power at the old police station.

ATTACHMENTS

CITY OF CARO

CITY MANAGER
SCOTT R CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
MICHELE PERRY
CITY ATTORNEY
LAURA GENOVICH

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

MAYOR
KAREN SNIDER
CITY COUNCIL
EMILY CAMPBELL
BOB ESCHENBACHER
PAMELA ISELER
CHARLOTTE KISH
DOREEN OEDY
JILL WHITE

TO: Scott Czasak, City Manager and Caro City Council
FROM: David Dienes, W.W.T.P.
SUBJECT: July 2023 Report
DATE: July 12, 2023

FOR THE AGENDA OF: July 17, 2023

- Our Permit required monthly Discharge Monitoring Report for June 2023 was sent electronically via MiEnviro to the EGLE.
- Set up and ran the city's drinking water samples for June 2023.
- The clarifiers were hosed down and/or power washed weekly.
- The chlorine contact chamber was hosed down, power washed, and/or flushed weekly.
- Ran portable pumps for 10 minutes this month.
- The plant generator and lift station generators were exercised this month.
- We relinquished 5 raw water samples to SVSU for COVID-19 testing.
- Superintendent David Dienes successfully passed his Class B certification.
- Plant personnel continued working on the settling issues that have plagued the WWTP.
- Pump #1 at lift station #6 is back online.
- Weeds were pulled from the sludge drying beds
- Years of reference material was condensed, organized, and stored in a central location.
- Plant personnel discovered a failed DO probe and controller. Replacements have been ordered

Memorandum

To: City Council

From: Rita Papp

Date: July 11, 2023

Re: Municipal Parking Violations Report, June 2023

No Parking 2 a.m. – 5 a.m.	Municipal Parking Violations Written	0
	Warnings	0
	2nd Offense	0
	3rd, 4th & 5th Offense	0
	6th & 7th Offense	0

2 Hour Downtown Parking	Municipal Parking Violations Written	0
	Warnings	0
	2nd Offense	0
	3rd Offense	0
	4th Offense	0

Other Ordinance	Municipal Parking Violations Written	0
	Warnings	0
	2nd Offense	0
	3rd Offense	0
	4th Offense	0
	5th Offense	0

CITY OF CARO

CITY MANAGER
SCOTT R. CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
MICHELE PERRY
CITY ATTORNEY
LAURA GENOVICH

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

MAYOR
KAREN SNIDER
CITY COUNCIL
EMILY CAMPBELL
BOB ESCHENBACHER
PAMELA ISELER
CHARLOTTE KISH
DOREEN OEDY
JILL WHITE

MEMORANDUM

TO: Caro City Council
FROM: City Manager Scott R. Czasak
DATE: Wednesday, July 12, 2023
RE: Agenda Item – Tuscola County Airport Authority Annual Allocation

Members of the Caro City Council,

As you know, each year the City is billed for its part in the Tuscola County Airport Authority, the allocation is based on the State Equalized Value (SEV) of the property in the City, and was adopted by the Airport Authority as .125% of the SEV, which this year gives us a payment of \$15,956 to make.

This allocation has fluctuated over the last two years around this amount, in 2021 the allocation was \$16,353 and in 2022 the allocation was \$14,595. This is a routine payment made every year.

Your options for motions are:

1. Authorize payment of the Tuscola County Airport Authority allocation for 2023 in the amount of \$15,956.
2. Table for further discussion.
3. Take no action.

Tuscola Area Airport Authority
1750 Speirs Drive
Caro, MI 48723 US
989-673-4301
caroairportmanager@tuscolaaairport.com

Invoice

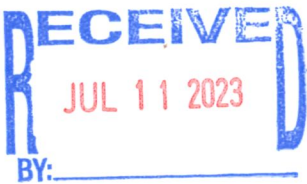
BILL TO
CITY OF CARO
317 S. State St.
Caro 48723

SHIP TO
CITY OF CARO
317 S. State St.
Caro 48723

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
07012023B14	07/05/2023	\$15,956.00	08/04/2023	Net due in 30 days	

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
ALLOCATION	2023-2024 ALLOCATIONS	1	15,956.00	15,956.00

BALANCE DUE \$15,956.00



CITY OF CARO

CITY MANAGER
SCOTT CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
MICHELE PERRY
CITY ATTORNEY
LAURA GENOVICH

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

MAYOR
KAREN SNIDER
CITY COUNCIL
BOB ESCHENBACHER
EMILY CAMPBELL
PAMELA ISELER
CHARLOTTE KISH
DOREEN OEDY
JILL WHITE

TO: City Manager/ City Council
FROM: Rita Papp – City Clerk
SUBJECT: Banner Request – Thumb Area Old Engine & Tractor Show
DATE: July 17, 20253

Background:

City of Caro has a Banner Policy. Only non-profit organizations will be authorized to hang banners within the city. The fee to hang a banner is \$150.00 per banner and must be paid prior to the banner being hung. We have received a Banner Request from Thumb Area Old Engine & Tractor Show. Their request is to have two banners hung. Payment has been received for \$300.00, receipt is attached.

Option 1

Motion to approve the Banner Request from Thumb Area Old Engine & Tractor Show, July 31, 2023 to August 14, 2023.

Option 2

To deny the Banner Request.

Option 3

To postpone this matter for further discussion.

CITY OF CARO

Banner Policy

- Only non-profit organizations will be authorized to hang banners within the City.
- Banners shall be related to an activity, taking place within the City of Caro.
- Fees – Put up and take down charges (**must** be paid prior to the banner being hung)
1 Banner \$150.00
- City DPW Personnel will be responsible for arranging Banner placement.
- City Council must approve all requests for Banners.
- Banners shall be hung for a period not to exceed two weeks.
- Location of Banner will be determined by the City of Caro and shall be first come, first serve.
- No Banners will be stored by the City of Caro.
- Banners must be 24" to 28" wide and 25' long with wind vents (1/2 moon slit).
- All Banners will be dropped off not sooner than 48 hours prior to the event and picked up no later than 48 hours after the event at DPW, 741 Hooper St. Caro.
- The City reserves the right to refuse any banners that are unsightly, material is not durable or are deemed a safety hazard.

BANNER REQUEST

NAME Dale Will PHONE 989-673-3430
ORGANIZATION Thumb Area Old Engine & Tractor Association
EVENT 47th Annual Old Engine & Tractor Show
DATE YOU WISH BANNERS TO BE PUT UP July 31
DATE YOU WISH BANNERS TO BE TAKEN DOWN August 14

Approved By: _____
City Council
By: City Clerk

_____ Date

Payment Received by: R. Papp

7/11/23
Date

Ch #1936

Adopted by Council: 04-03-06

Revised 9-19-22

Policy # 06-002

CITY OF CARO
317 S STATE ST
CARO MI 48723

989-673-2226

Receipt No: 1.110420

Jul 11, 2023

THUMB AREA OLD ENGINE

Previous Balance:	.00
GENERAL FUND - 2 BANNERS	300.00
<hr/>	
Total:	300.00
<hr/>	
CHECK	300.00
Check No: 1936	
Payor: THUMB AREA OLD ENGINE	
Total Applied:	300.00
<hr/>	
Change Tendered:	.00
<hr/>	

07/11/2023 1:31 PM

CITY OF CARO

CITY MANAGER
SCOTT R. CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
MICHELE PERRY
CITY ATTORNEY
LAURA GENOVICH

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

MAYOR
KAREN SNIDER
CITY COUNCIL
EMILY CAMPBELL
BOB ESCHENBACHER
PAMELA ISELER
CHARLOTTE KISH
DOREEN OEDY
JILL WHITE

MEMORANDUM

TO: Caro City Council
FROM: City Manager Scott R. Czasak
DATE: Wednesday, July 12, 2023
RE: Agenda Item – Water SCADA System Upgrade

Members of the Caro City Council,

As you may be aware, the City of Caro utilizes the SCADA System to provide real-time monitoring of our water system. As such, it is programmed to set off an alarm if there is an issue which requires attention. Recently, our SCADA System was reviewed by Utilities Instrumentation Service (UIS) on the main computer in the DPW Building and it was determined an upgrade was needed. This is a crucial system for day-to-day operations and recently there have been issues being able to acknowledge any alarms which were set off. Normally, every 3-5 years the City has upgraded the computer at a cost of around \$12,000, however, the system is extremely outdated as it does not work well with modern touchscreen cell phones which leads to the issue of acknowledging an alarm.

As such, it was recommended by UIS, and agreed by DPW Superintendent Reese and myself, to upgrade to a cloud-based CRUiSE system which would include unlimited remote connections, associated programming, and training on the upgraded system. This upgrade would allow for remote access to the system and the ability to acknowledge alarms from the DPW On-Call cell phone or a tablet. The cost to upgrade to the CRUiSE System would be a one-time fee of \$13,995 with \$1,275 per year for the subscription fee.

Your options for motions are:

1. Authorize the City Manager to purchase the CRUiSE SCADA System from UIS for a cost of \$13,995 and pay the annual \$1,275 fee.
2. Authorize the City Manager to upgrade the current SCADA System computer at a cost of \$12,230.
3. Table for further discussion.
4. Take no action.



Date January 13, 2023	Customer Caro	To Tom Reese
Description Water System CRUISE HMI Upgrade		Treee@CAROCITY.NET
Quote # 222417R		
Estimator Ken Wesley	Email ken.wesley@teamuis.com	

Scope of Work	Cost
----------------------	-------------

Option 1 - CRUISE HMI (cloud Based)

Furnish and install one (1) Micro Logix Gateway PLC with cellular modem to interface the existing Motorola FIU with the CRUISE HMI.

Provide necessary CRUISE programming to develop screens as currently found on the existing HMI.

Provide the first year of the CRUISE (cloud-based HMI) subscription and cellular fees, currently \$1,275.00 per year. The CRUISE provides easy trending, reports, unlimited remote connections, and alarm notifications via voice calls, emails, and text message

Provide startup and training services.

Option 1 Total \$13,995.00

Option 2 - Upgrade Existing VT SCADA and Computer

Furnish and install one (1) new Dell computer with 23" monitor, key board, mouse, and sound bar.

Furnish and install one (1) VT SCADA license upgrade on the new computer. Provide startup services.

Option 2 - Total \$12,230.00

UIS SCADA Approved by

Date January 13, 2023

Please make Purchase Orders/Subcontracts out to: UIS SCADA, Inc. and reference Quote #222417R

Client Acceptance when the Client will not be providing a PO or Contract to UIS SCADA, Inc.

Client authorizes Utilities Instrumentation Service, Inc. to proceed with the work and agrees to comply with the attached Terms and Conditions.

Client Acceptance

Signature

Name

Title

Date

Exclusions and Clarifications

Pricing includes only the items listed above; anything not explicitly listed above is not included in our proposed scope of work.

Our quote is based on straight time during normal hours of 7:00 A.M. to 3:30 P.M., Monday through Friday, unless specified otherwise.

Our price is valid for thirty (30) days, after which time UIS SCADA, Inc. reserves the right to review and modify any and all portions of its proposal.

Team UIS
2290 Bishop Circle East
Dexter, MI 48130
(734) 424-1200

Utilities Instrumentation Service
UIS SCADA
UIS Renewable Power
Utilities Instrumentation Service-Ohio

This proposal contains pricing and other information confidential and proprietary to UIS SCADA, Inc. and disclosure of the contents of this letter and any attachments to persons or organizations outside of this agreement is not authorized without specific written permission from UIS SCADA, Inc.

Team UIS - TERMS AND CONDITIONS

1. Offer. These Terms and Conditions ("Terms") apply to all products and services, including without limitation, computer software program(s) and software as a service ("SaaS Services") provided to Client under an Order Confirmation with Utilities Instrumentation Services, Inc., Utilities Instrumentation Services - Ohio, LLC., UIS SCADA, Inc., and/or UIS Renewable Power, Inc., as applicable ("Team UIS"). These Terms are incorporated into each Order Confirmation issued by Team UIS to a Client of such products or services ("Client"). A confirmation or acknowledgement of an order ("Order Confirmation") will be issued to Client after the Client has submitted an order to Team UIS. The Order Confirmation constitutes Team UIS's offer to the Client identified in the Order Confirmation to sell the products and/or provide the services identified in the Order Confirmation ("Products" and "Services", respectively) and otherwise to enter into the agreement that the Order Confirmation and these Terms describe (the "Agreement"), and the Order Confirmation and these Terms shall be the complete and exclusive statement of such Agreement.

2. Acceptance. A contract is formed when Client accepts the Order Confirmation by written acknowledgement, by accepting the Products and/or Services, or other issued acceptance documents for the Products and/or Services. Acceptance is expressly limited to the Agreement and shall not include any terms and conditions contained in Client's purchase order or similar document. Notwithstanding any contrary provision in Client's purchase order or other acceptance document or similar document, delivery of Products, performance of Services or commencement of Services by Team UIS shall not constitute acceptance of Client's terms and conditions to the extent any such terms or conditions are inconsistent with or in addition to the terms and conditions contained in the Agreement.

3. Prices. Prices for Products and/or Services shall be set forth in the Order Confirmation. Unless otherwise expressly stated in the Order Confirmation: (a) prices for Products specified in the Order Confirmation do not include storage, handling, packaging, or transportation charges; and (b) prices do not include any applicable taxes.

4. Payment Terms. Unless otherwise expressly stated in the Order Confirmation, all accounts are payable in U.S. currency thirty (30) days from the date of Team UIS's invoice. Credit and delivery of Products shall be subject to Team UIS's approval. The Client shall pay Team UIS for Services performed in accordance with the rates and charges set forth in the Order Confirmation. If the Client disputes any portion of an invoice, the Client shall notify Team UIS, in writing, within fourteen (14) calendar days of invoice receipt, identify the cause of the dispute, and pay when due any portion of the invoice not in dispute. Failure to provide such notification shall constitute acceptance of the invoice as submitted. If Client fails to pay undisputed invoiced amounts within the thirty (30) calendar days of the invoice date, Team UIS may at any time, without waiving any other claim against the Client (including lien rights) and without thereby incurring any liability to the Client, suspend or terminate the Order Confirmation. Client is prohibited from and shall not setoff against or recoup from any invoiced amounts due or to become due from Client or its affiliates any amounts due or to become due to Team UIS or its affiliates, whether arising under the Order Confirmation, any related purchase order or any other agreement.

5. Shipping and Delivery. All sales of Products are F.O.B. Team UIS's plant unless otherwise specified in the Order Confirmation. Responsibility of Team UIS shall cease upon delivery to and receipt of the Products by a common carrier at which point Client will bear all risk of loss for the Products. Premium shipping expenses and/or other related expenses necessary to meet Client's accelerated delivery schedules shall be the responsibility of Client. Deliveries of orders placed by Client may be changed, deferred or canceled only upon specific agreement in writing by Team UIS and Team UIS may condition such agreement upon Client's assumption of liability and payment to Team UIS for: (a) a sum equal to the costs of work in process including costs accrued for labor and material; (b) any amount for which Team UIS is liable by reason of commitments made by Team UIS to its suppliers; and (c) any other loss, cost or expense of Team UIS as a result of such change, deferment or cancellation.

6. Proprietary Materials. Team UIS shall have and retain all rights, title and interest, including all intellectual property rights, in and to all Products, Services and associated materials, including, without limitation, all related reports, specifications, designs and any other property, tangible or intangible (including software and SaaS Services), furnished by Team UIS in connection with or under the applicable Order Confirmation ("Proprietary Materials"). No Proprietary Materials created by Team UIS in connection with an Order Confirmation or any related purchase order shall be considered "works made for hire" as that term is used in connection with the U.S. Copyright Act.

7. Licenses. Team UIS does not grant to Client any license with respect to the Products, and any such license terms with respect to the Products shall be governed solely by the licenses, if any, provided solely by the third-party manufactures of such products.

8. SaaS Services. A. Team UIS will provide Client with the SaaS Services, and allow Authorized Users to access the SaaS Services in connection with Client's use of the SaaS Services, as set forth in the applicable Order Confirmation. Prior to obtaining access to the SaaS Services, Client shall ensure that Authorized Users are registered in the SaaS Services with a unique User ID and a unique password. For purposes of this Agreement, "Authorized Users" means individuals who are authorized to use the SaaS Services pursuant to this Agreement or as otherwise defined, restricted or limited in an Order Confirmation, for whom subscriptions to SaaS Services have been procured, and who have been supplied user identifications and passwords by Client (or by Team UIS at Client's request). Authorized Users may include Clients' employees and Clients' agents and third-party contractors and their employees authorized by Client and/or approved by Team UIS to access the SaaS Services. **B.** Client is responsible for all activities conducted under its Authorized User logins and for its Authorized Users' compliance with this Agreement. Authorized Users may only use the SaaS Services during the term of the applicable Order Confirmation. **C.** Except as otherwise explicitly provided in this Agreement, Client and its Authorized Users will not, and will not permit third parties to: (a) use the SaaS Services except as expressly authorized in this Agreement; (b) access or use the SaaS Services to circumvent or exceed the applicable restrictions; (c) use any device, software, or routine that interferes or disrupts any application, function, or use of the SaaS Services; (d) copy, modify, translate, transmit, reproduce, distribute, republish, display, frame, or mirror the SaaS Services, except as permitted by this Agreement; (e) decompile, reverse-compile, disassemble, reverse-engineer or otherwise reduce to human-perceivable form all or any part of the SaaS Services or any part of the SaaS Services or otherwise attempt to discover any source code or create derivative works of the SaaS Services or any part of the SaaS Services; (f) rent, lease, resell, sublicense, or otherwise permit third parties to access or use the SaaS Services; (g) use the SaaS Services to provide services to third parties (e.g., as a service bureau or to otherwise provide data processing services to third parties); (h) circumvent or disable any security or other technological features or measures of any SaaS Services or any part of the SaaS Services; (i) use the SaaS Services to build a similar or competitive product or service; (j) create user accounts under false or fraudulent pretenses; (k) except as provided in an Order Confirmation, create shared or generic identifications and passwords to any SaaS Services; (l) use the SaaS Services in a manner that is contrary to applicable law or in violation of any third party rights of privacy or intellectual property rights; (m) use the SaaS Services to send or store viruses, worms, time bombs, trojan horses, or other harmful or malicious code, files, scripts, agents or programs; (n) access the SaaS Services for purposes of monitoring its availability, performance or functionality, or for any other benchmarking or competitive purposes; (o) remove, alter or obscure any of the intellectual property rights notice(s) or restrictive legend(s) embedded in or that Team UIS otherwise provides with the SaaS Services; (p) interfere with or disrupt the integrity or performance of the SaaS Services; or (q) obtain unauthorized access to the SaaS Services (including without limitation permitting access to or use of the SaaS Services via another system or tool, the primary effect of which is to enable input of requests or transactions by other than Authorized Users). **D.** Client shall at all times: (a) provide Team UIS with good faith cooperation and access to such information, facilities, and equipment as may be reasonably required by Team UIS in order to provide the SaaS Services, including, but not limited to, providing Client materials and security access, information, and software interfaces to Client's business applications; (b) provide such personnel assistance as may be reasonably requested by Team UIS from time to time; and (c) carry out in a timely manner all other Client responsibilities set forth in this Agreement. In the event of any delay in Client's performance of any of the obligations set forth in (a), (b) or (c), or any other delays caused by Client, Team UIS may adjust its performance as reasonably necessary to account for such delays.

E. Client is responsible for complying with any applicable laws relating to its or any Authorized User's use of the SaaS Services including, without limitation, all applicable privacy, electronic communications and data protection laws, rules, regulations, and regulatory guidelines, as well as any applicable self-regulatory guidelines. Without limiting the generality of the foregoing, Client is solely responsible for: (a) ensuring that Client and Team UIS, acting on Client's behalf, have the right to collect, use and share Client any personal data and related materials via the SaaS Services; and (b) providing adequate notice to, and obtaining any necessary consents as required under applicable laws, with respect to the Client materials and Client intellectual property collected, used and shared by Client, or by Team UIS on Client's behalf, via the SaaS Services. Notwithstanding any other provision of this Agreement, Client or any Authorized User shall not use the SaaS Services to collect, upload, retrieve, transmit, send, or store (i) any information that could directly identify a person, including, without limitation, government issued ID numbers, individual medical or health information (including protected health information under HIPAA), individual financial information, an individual's name (last name plus first name or first initial), or birth date; (ii) security codes, passwords, credit or debit card numbers; (iii) any data that falls under the sensitive or special data definitions of any applicable privacy law or self-regulatory principle; or (iv) any data collected from sites directed to children under the age of sixteen (16) or from children whose age Client knows to be under sixteen (16) in violation of applicable law. Team UIS and its designees shall have the right (but not the obligation) in their sole discretion to refuse or remove any Client materials or Client intellectual property that violate any of the terms of this Agreement or any applicable law. **F.** In connection with the operation of the SaaS Services, Team UIS may collect and analyze data in aggregate and anonymous form with respect to the use and effectiveness of the SaaS Services (the "Aggregate Data"). Client hereby irrevocably authorizes Team UIS to collect data in an aggregate and anonymous form for supporting, improving, and marketing the SaaS Services. Customer acknowledges and agrees that Team UIS will exclusively own all right, title, and interest in and to all Aggregate Data and other analytics and output data generated or provided by Team UIS or the SaaS Services. **G.** Client or Authorized Users providing any suggestions, enhancement requests, recommendations, corrections or other feedback (collectively, "Feedback") is strictly voluntary. If Client of any Authorized User provides any Feedback to Team UIS, orally or in writing, Client hereby grants to Team UIS and its affiliates a worldwide, perpetual, irrevocable, royalty-free license to use and incorporate into the SaaS Services any Feedback. **H.** Team UIS may immediately suspend the SaaS Services if Team UIS reasonably determines that the Client is not materially complying with this Agreement, or Client is using the SaaS Services in a manner that could cause damage to Team UIS's business or reputation, or otherwise reflect unfavorably upon Team UIS, its affiliates, or its partners. Team UIS shall notify the Client promptly following any such suspension taking effect.

9. Design. Team UIS is not responsible for the design of the Products and will not, under any circumstances, have any warranty, indemnification or other liability or obligations with respect to Products to the extent related to or arising out of the design and/or specifications for such Products. Suggestions by Team UIS as to design, use and suitability of the Products are made in good faith; provided, however, Buyer assumes full responsibility for accepting and/or using such suggestions.

10. Warranty. (a) Team UIS warrants, that at the time of delivery, the Products will conform to the specifications, if any, that are a part of the Order Confirmation. Client understands and hereby expressly agrees that any claim for defective materials, defective manufacture, or any other claim with respect to the Products shall be made directly to the manufacturer of the Product and not the Team UIS. Team UIS makes no warranties, either express or implied, regarding defective materials, defective manufacture, or any other claim with respect to Products. Team UIS may, at its sole election, and as Client's sole remedy, make an allowance, repair, or replace such quantity of the Products as shall prove to be defective, then Client shall hold and make available for inspection and testing by Team UIS all Products claimed by Client to be defective. (b) Services provided by Team UIS under an Order Confirmation will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. (c) **THE TEAM UIS DISCLAIMS, AND CLIENT HEREBY EXPRESSLY WAIVES, ANY AND ALL OTHER WARRANTIES, WHETHER EXPRESS, IMPLIED OR STATUTORY, WITH RESPECT TO THE PRODUCTS AND/OR SERVICES, AND/OR THE RESULTS OBTAINED FROM THEIR USE BY CLIENT AND/OR ITS USERS, INCLUDING, WITHOUT LIMITATION, ANY STATUTORY OR IMPLIED WARRANTIES OF NON-INFRINGEMENT, MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. TEAM UIS HEREBY DISCLAIMS ANY AND ALL LIABILITY FOR THE USE OR PERFORMANCE OF THE SERVICES AND/OR PRODUCTS SELECTED BY THE PARTIES HEREBY EXPRESSLY ACKNOWLEDGE AND AGREE THAT THE UNIFORM COMMERCIAL CODE AND ANY SPECIFIC STATE ADOPTIONS THEREOF SHALL NOT GOVERN THE RIGHTS AND OBLIGATIONS OF THE PARTIES UNDER THESE TERMS OR ANY ORDER CONFIRMATION.**

Team UIS
2290 Bishop Circle East
Dexter, MI 48130
(734) 424-1200

Utilities Instrumentation Service
UIS SCADA
UIS Renewable Power
Utilities Instrumentation Service-Ohio

11. **Liability Limitation.** Specific performance shall not be available to Client as a remedy in connection with Team UIS's providing of the Products and/or Services. Monetary damages against Team UIS shall be limited to the dollar amount charged to Client for the applicable order placed by Client and accepted by Team UIS for any of the Services and/or Products alleged to be the cause of any loss or damage, whether founded in contract, tort (including negligence), strict liability or otherwise, arising out of, or resulting from any cause whatsoever, including without limitation: (a) any order placed by Client and accepted by Team UIS or Team UIS's performance or breach; or (b) the design, manufacture, delivery, sale, repair, replacement or use of any such Products. IN NO EVENT SHALL TEAM UIS BE LIABLE TO CLIENT FOR ANY SPECIAL, INDIRECT, EXEMPLARY, INCIDENTAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES (INCLUDING, WITHOUT LIMITATION, LOSS OF ANTICIPATED PROFITS, LOSS OF USE, LOSS OF REVENUE AND COST OF CAPITAL) ARISING OUT OF OR RELATING TO THE AGREEMENT, INCLUDING WITHOUT LIMITATION THE ORDER CONFIRMATION, ANY RELATED PURCHASE ORDER, OR THE SERVICE AND/OR PRODUCTS. ANY AGREEMENT VARYING OR EXTENDING THE REMEDIES SPECIFICALLY STATED HEREIN WILL BE BINDING ON TEAM UIS ONLY WHEN SPECIFICALLY AGREED TO IN WRITING BY TEAM UIS AND SPECIFICALLY REFERENCING THIS SECTION.

12. **Insurance.** Team UIS has in effect commercial general liability, umbrella, cyber, workers compensation, employer's liability, and automobile insurance coverage. A certificate of insurance is available upon request. Customer shall have property and course of construction/builder's risk insurance for the full value of the site including any improvements made pursuant to this Contract and will provide Team UIS with proof of insurance upon request.

13. **Termination.** In the event that Client fails to perform any of its obligations stated in the Agreement, including the Order Confirmation or any related purchase order and fails to cure such breach within ten (10) days after receipt of written notice from the Team UIS specifying such breach, the Team UIS may at its option immediately terminate the Order Confirmation and/or any related purchase orders. Upon any such termination by Team UIS: (a) Team UIS shall be relieved of any further obligation to Client (including, without limitation, any obligation with respect to delivery or transition of supply); (b) Client shall be liable to Team UIS for the immediate payment of amounts then billed to date by Team UIS to Client; (c) Client shall purchase and pay Team UIS immediately for all raw materials, components, work in process and finished goods acquired by Team UIS in connection with the Order Confirmation and/or any related purchase orders; and (d) Client shall immediately reimburse Team UIS for all other loss, cost or expense of Team UIS as a result of the termination of the Order Confirmation or any related purchase order.

14. **Right of Entry.** If applicable, Client shall provide for Team UIS's right to enter the property owned by the Client and/or others in order for Team UIS to perform the Services in the Order Confirmation. The Client agrees, to the fullest extent permitted by law, to indemnify and hold Team UIS and his or her subconsultants harmless from any claim, liability or cost (including reasonable attorneys' fees and costs of defense) for injury or loss arising or allegedly arising from procedures associated with testing or investigative activities or discovery of hazardous materials or suspected hazardous materials on said property.

15. **Force Majeure.** Team UIS shall not be liable for any delay or failure to perform any obligation under this Agreement if such delay or failure is caused by circumstances beyond its reasonable control, including, without limitation, acts of God or public authority, riots or other public disturbances, labor disputes of any kind, electrical or power outages, utilities or telecommunications failures, earthquake, storms or other elements of nature, acts or orders of government, pandemics, acts of terrorism or war, or acts by third parties, failure of Client to provide required information, or the change in cost or availability of raw materials, components or services based on market conditions, supplier actions or contract disputes ("Force Majeure Event"). During a Force Majeure Event, Team UIS's obligations under the Order Confirmation and any related purchase order shall be suspended and Team UIS shall not have any obligation to provide Client with Products or Services from other sources or to pay or reimburse Client for any additional costs to Client of obtaining substitute Products or Services, nor shall Team UIS be liable for any damages to Client arising from or related to a Force Majeure Event.

16. **Governing law.** The contract shall be governed by the laws of Michigan

17. **Employee Solicitation.** Employee Solicitation. Client agrees not to hire, attempt to hire, or retain as consultants or otherwise, employees and/or consultants of Team UIS directly or through a third-party entity during the employment or consulting period and for a period of one (1) year subsequent to the employee's and/or consultant's last day of work for Team UIS regardless of the circumstances surrounding employee's cause of termination of employment.

18. **Indemnification.** Client holds harmless, indemnifies, and will defend Team UIS and its related or affiliated entities including their respective officers, agents and employees against any claims, liabilities, expenses, charges, fines and related losses including attorney's fees and expenses to the extent directly or indirectly caused by Client's (including those acting on behalf of Client) (a) negligent acts of omissions and involving property damage or bodily injury; (b) breach of the terms of the Agreement between the parties; or (c) violation of applicable law. This provision shall apply even if there is concurrent negligence but shall not apply to property damage or bodily injury arising solely from Team UIS's negligence. Liability per above is not limited by limits of workers compensation coverage.

19. **Survival/Entire Agreement/Waiver/Applicable Laws.** These Terms shall survive and continue in full force and effect following the expiration, cancellation or termination of an Order Confirmation and any related purchase order. The Order Confirmation, including these Terms and any other attachments, exhibits or supplements specifically referenced in the Order Confirmation, constitutes the entire agreement between Team UIS and Client with respect to the matters contained in the Order Confirmation and supersedes all prior oral or written representations and agreements. Except as otherwise provided in these Terms, the Order Confirmation may only be modified by a written agreement signed by Team UIS. Waiver by Team UIS of any of the terms or conditions of the Order Confirmation shall be effective only if in writing and signed by Team UIS, and shall not constitute a waiver of such terms as to any subsequent events or conditions, whether similar or dissimilar. No course of dealing or custom in the trade shall constitute a modification or waiver by Team UIS of any right. This Agreement is governed by the laws of the State of Michigan, except for its choice of laws provisions.

20. **Electronic Signature.** THE CONTRACT MAY BE SIGNED OR ACCEPTED ELECTRONICALLY, CONVEYING CUSTOMER'S ACCEPTANCE. COMPLIANCE WITH THE CONTRACT THROUGH ELECTRONIC MEANS INCLUDING, BUT NOT LIMITED TO, EMAIL ACKNOWLEDGEMENT, AND CUSTOMER'S ELECTRONIC SIGNATURE WILL BE DEEMED VALID AND BINDING. IF CUSTOMER CONTESTS THE VALIDITY OF THE CONTRACT BASED ON THE MEANS OF ELECTRONIC OR OTHER FORM OF EXECUTION OR ACCEPTANCE BY THE PARTIES AND THE CONTRACT IS HELD BY A COURT OR ARBITRATOR TO BE VALID, THE CUSTOMER SHALL PAY THE ATTORNEYS' FEES AND EXPENSES OF TEAM UIS ARISING FROM THE CUSTOMER'S CONTEST OF THE CONTRACT'S VALIDITY.

21. **Escalation.** Any material that has been quoted as a part of this project is calculated based upon current prices. The market for these materials is volatile, and sudden price increases could occur. Team UIS agrees to use its best efforts to obtain the lowest prices price possible from our suppliers. However, should there be an increase in the price of materials that are purchased after the execution of contract Team UIS reserves the right to adjust the contract for the increase. Team UIS will provide timely written notice to the Client if this were to occur.

22. **Postponement.** In the event that the Client postpones the project, Team UIS reserves the right to charge the Client for costs incurred that will cause the project to exceed the original cost estimate. Team UIS will provide timely written notice to the Client if this were to occur.

23. **Cancellation.** In the event that the Client cancels the work once the work has been scheduled by Team UIS, Team UIS reserves the right to charge the Client as follows:

# of Days Prior to Scheduled Work	Cancellation Fee (% of Contract)
30	5.00%
15	7.50%
7	10.00%
3	15.00%

CITY OF CARO

CITY MANAGER
SCOTT R. CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
MICHELE PERRY
CITY ATTORNEY
LAURA GENOVICH

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

MAYOR
KAREN SNIDER
CITY COUNCIL
EMILY CAMPBELL
BOB ESCHENBACHER
PAMELA ISELER
CHARLOTTE KISH
JILL WHITE
DOREEN OEDY

MEMORANDUM

TO: City Council
City Manager – Scott R. Czasak
FROM: Michele Perry, City Treasurer
DATE: July 12, 2023
RE: Investment changes

Financial Institute	Current Term	Interest Rate	Current Balance	Maturity Date	Plan of Action at Renewal Date
LPL Finanacial - cash	N/A	1.09%	458,463.73	N/A	Take \$400,000 out of LPL Financial and transfer to Frankenmuth Credit Union and open 2 \$250,000 Certificates of Deposits for 7 months earning 5.25% interest
Independent Bank - Insured Cash Account	N/A	2.70%	1,126,425.39	N/A	Take \$100,000 out of Independent Bank transfer to Frankenmuth Credit Union and open 2 \$250,000 Certificates of Deposits for 7 months earning 5.25% interest
Frankenmuth Credit Union - FICA Business Savings	N/A	1.01%	669,464.10	N/A	Transfer \$500,000 to Independent Bank into CDARS for 4 weeks at approximately 4.25%

I was talking with our bank representative from Frankenmuth Credit Union one day this past week and she advised me they have a 7-month Certificate of Deposit earning 5.25% interest, but it has to be new funds. The proposal above is to transfer \$400,000 from LPL Financial and \$100,000 from Independent Bank to Frankenmuth Credit Union and open 2 \$250,000 Certificates of Deposits for 7 months. I would then transfer \$500,000 to Independent Bank from Frankenmuth Credit and invest it in CDARS for 4 weeks earning approximately 4.25%. The reason I have to transfer funds out of Frankenmuth Credit Union is so that I am in compliance with the investment policy which says no one financial institution can more than 50% of the City's total funds.

Action:

Option 1: Approve City Treasurer to transfer \$400,000 from LPL Financial, \$100,000 from Independent Bank and invest it in Frankenmuth Credit Union into 2 \$250,000 7-month Certificates of Deposit earning 5.25%. Then transfer \$500,000 from Frankenmuth Credit Union to Independent Bank and invest it in CDARS for 4 weeks at approximately 4.25%.

Option 2: Deny the City Treasurer to take any action on the investments noted in this memo.

CITY OF CARO

MANAGER
SCOTT R. CZASAK
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
KAREN SNIDER
CITY COUNCIL
BOB ESCHENBACHER
CHARLOTTE KISH
DOREEN OEDY
EMILY CAMPBELL
JILL WHITE
PAM ISELER

TO: City Council
City Manager – Scott Czasak
FROM: Michele Perry, Treasurer
SUBJECT: Certificate of Deposit Report
DATE: July 12, 2023

We have the following Certificate(s) of Deposit(s) maturing.

Financial Institute	Current Term	Interest Rate	Current Balance	Maturity Date	Plan of Action at Renewal Date
Frankenmuth Credit Union	13 months	1.14%	271,654.16	7/27/2023	Cash out and deposit into the Plus Savings at Frankenmuth Credit Union earning 4%

I recommend closing the Certificate of Deposit and depositing it into the Plus Savings at Frankenmuth Credit Union earning 4%.

Action:

Option 1:

Approve City Treasurer to close out Certificate of Deposit and deposit it into the Plus Savings at Frankenmuth Credit Union.

Option 2: Deny action of the above CD(s).

CITY OF CARO

CITY MANAGER
SCOTT CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
MICHELE PERRY
CITY ATTORNEY
LAURA GENOVICH

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

MAYOR
KAREN SNIDER
CITY COUNCIL
BOB ESCHENBACHER
EMILY CAMPBELL
DON HALL
PAMELA ISELER
CHARLOTTE KISH
JILL WHITE

TO: City Council
FROM: Karen Snider – Mayor
SUBJECT: Mayor's Report
DATE: July 17, 2023

There were not as many meetings to attend from our last council meeting to the present one due to the 4th of July Holiday.

I will be meeting with the City Manager and Clerk on July 13 to create the agenda for the July 17 council meeting.

There was no Rotary meeting held on July 3 however, I did attend Rotary on July 10. We heard a great presentation by Henry and Carolyn Henry regarding Region VII Area Agency on Aging. This organization advocates, plans, develops, and supports an array of services to older adults. There is a long list of services offered by this organization and their focus is on improving the well-being of community residents. Those in need can call 1-800-858-1673.

I attended the Tuscola Land Bank meeting on July 11 at the Purdy Building. A discussion took place regarding the Caro Police Demolition project. The Land Bank adopted the bid specifications that were reviewed by Mr. Erickson from EDC and the City Manager. A copy of the bid documents has been submitted to the state.

The below items are left on my report as reminders:

Th Frankenmuth Bible Church is still looking for more projects for their large-scale community service project for the City of Caro on October 22. They will be bringing at least 400 volunteers to assist with this project. A flyer was put together by Frankenmuth Bible Church representatives and are now on the City Facebook page and the City website. The deadline for anyone in the City of Caro or no more than 3 miles out of the area who needs assistance (mowing lawn, painting small projects, etc.) is August 1.

Council members need to get their comments as to tree planting to the City Manager as soon as possible.

Mayor Karen Snider

CITY OF CARO

CITY MANAGER
SCOTT R. CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
MICHELE PERRY
CITY ATTORNEY
LAURA GENOVICH

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

MAYOR
KAREN SNIDER
CITY COUNCIL
EMILY CAMPBELL
BOB ESCHENBACHER
PAMELA ISELER
CHARLOTTE KISH
DOREEN OEDY
JILL WHITE

MEMORANDUM

TO: Caro City Council
FROM: City Manager Scott R. Czasak
DATE: Wednesday, July 12, 2023
RE: City Manager's Report

Members of the Caro City Council,

As much as it was nice to get away for a week for vacation, it is good to be home and I am ready to get back to work on the projects and priorities set forth in our new budget! I am working on developing bid specifications for multiple projects including the roof repairs for the DPW Building and City Hall, the DPW Parking Lot repairs, and the new doors for the Fire Department. We will be having a lot of activity going on around the City!

Additionally, I am happy to announce the Tuscola County Land Bank approved the bid specifications for the demolition of the old Police Building. Once they hear back from the State with their approval, we can put the bid out. The Land Bank's goal, which we at the City share, is to have work start by September 1st with a goal to have everything down and cleaned up by late October or early November at the latest. Once this is completed, we can put down the gravel as budgeted and this space can be utilized as a rustic parking lot until the ground is ready for permanent pavement.

Importantly, I have delved into my new duties as the Zoning Administrator for the City as of July 1. I have already begun to review and process applications for fences, sheds, and pools. I also was accepted into the 2024 session of MSU Extensions Zoning Administrator certification which will happen in February. Also, I will be attending the Michigan Municipal Executive's Summer Conference in Frankenmuth on July 25-27. As it is so close, I will be commuting to and from the conference instead of staying in town, so I will be able to stop by the office after hours if anything requires my immediate attention, as well as being available by phone or email.

Lastly, due to funding cuts from the federal government and requirements handed down by MDOT, the Collings Road project became impossible to continue to pursue within current funding. Therefore, the Small Urban Task Force met and we agreed to shift projects to do Columbia Street from Frank St to Green St in 2024, Gilford Road in 2026, and Collings Road in 2028. I will be bringing updated contracts to meet this new reality to our next council meeting.

I am looking forward to a productive summer here in Caro!

CITY OF CARO

CITY MANAGER
SCOTT CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
MICHELE PERRY
CITY 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
EMILY CAMPBELL
PAMELA ISELER
CHARLOTTE KISH
DOREEN OEDY
JILL WHITE

TO: City Council/City Manager
FROM: Rita Papp – City Clerk
SUBJECT: Clerk's Report
DATE: July 17, 2023

- Continue to follow up on the upcoming changes to the election process due to the passing the Proposal 22-2, Promote the Vote.
- Continuing to attend Rotary Meetings to network with community members.
- Continuing to attend monthly LEAD Tuscola meetings as secretary of the Steering Committee.
- Posted a vacant WWTP Operator position. Taking applications until June 5, 2023. Interview scheduled for Thursday, June 29, 2023 at 3:15 pm. David Dienes II is reviewing the applicant.
- I have a phone meeting with Civic Plus our website host, to discuss options and pricing for upgrading our website & training opportunities on July 19, 2023 at 2:00 p.m.
- Received confirmation that the City of Caro will be having an election on August 8, 2023. Tuscola County Jail Proposal. County Clerk, Jodi Fetting authorized the City of Caro to combine both precincts for the August 8, 2023, election. Voting will take place in the fire hall only. The council room is not needed.
- The Election Commission Meeting was held June 8, 2023 & June 29, 2023.
- Visited the Tuscola County Medical Care Facility to assist residents in registering to vote and apply for an AV Ballot, June 28, 2023. I was invited to be their guest speaker at their Resident Board Meeting in September.
- Mailed approximately 750 applications for Absent Voter's Ballot to the voters on our permanent AV list. Mailed out approximately 280 absentee ballots. We are in the process of developing our permanent ballot list. (Something new from Prop 22-2). We are continuously receiving requests for ballots and applications.
- Attended the Tuscola County Clerk's Association meeting July 13, 2023.
- Public Accuracy Testing is scheduled for July 21, 2023 at 9:00 a.m. I encourage the public to attend this to witness the testing of the ballots in the tabulator and to ask questions.

CITY OF CARO

MANAGER
SCOTT R. CZASAK
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
KAREN SNIDER
CITY COUNCIL
BOB ESCHENBACHER
PAM ISELER
JILL WHITE
EMILY CAMPBELL
CHARLOTTE KISH
DOREEN OEDY

TO: City Council
City Manager – Scott Czasak
FROM: Michele Perry, Treasurer
SUBJECT: Treasurer's Report
DATE: July 10, 2023

- Attended the City Council meetings in June & July 2023
- Attended department head meeting June 21, 2023
- Prepared budget books for all department heads and council members
- Starting to prepare for the fiscal year 2022/2023 audit
- Looking for new treasurer's reports to start providing to council monthly
- Prepared the notice for the Board of Review for July 18th, 2023 and sent it to the paper to have it published
- Worked with Jennifer, Terry, Scott, Tom and Chief Newcombe to make sure we have everyone on the same page for the park pavilion rentals
- Prepared a list of items which are needed from the DDA Executive Director – Lauren on a weekly and monthly basis to make the transition from our office to her new office work smoothly
- Prepared DDA financial statements for the July meeting which has since been cancelled
- The Treasurer's Office has been busy over the last month with the following items:
 - Collecting utility payments
 - Mailing out utility bills
 - Mailing out 10-day notices
 - Mailing out city bill payments
 - Started collecting summer taxes
- Assisted in covering the front desk during staff lunches and vacations.

CITY OF CARO

CITY MANAGER
SCOTT R. CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
MICHELE PERRY
CITY ATTORNEY
LAURA GENOVICH

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

MAYOR
KAREN SNIDER
CITY COUNCIL
EMILY CAMPBELL
BOB ESCHENBACHER
PAMELA ISELER
CHARLOTTE KISH
JILL WHITE
DOREEN OEDY

MEMORANDUM

TO: City Council
FROM: Michele Perry, City Treasurer
DATE: July 12, 2023
RE: Investment report

The investment report included in the council meeting packet is for the 4th quarter of the fiscal year ended 06/30/2023.

The 1st & 2nd quarter of the fiscal year ended 06/30/2023 interest rates were low on our investments but during the 3rd and 4th quarter of the fiscal year rates started to increase and are staying steady. We have been able to invest in some investments which have some good interest rates. Investing in the higher interest rate investments allows us build up fund balances which we will be able to use to improve infrastructure and other operating expenses of the city.

I work diligently to obtain the best interest rates for the city and also to make sure the investments are secure.

As of June 30, 2023 we have funds in the banking institutions:

Huntington
Frankenmuth Credit Union
Independent Bank
Northstar Bank
Team One Credit Union
State Savings Bank

City of Caro

4th Quarter Investment Report

For Fiscal Year 2022-2023

Date: June 30, 2023

To: City Council

From: Michele Perry, City Treasurer

Financial Institute	Term	Interest/ Dividend Rate	Balance as of 06/30/23	Maturity Date	Total
Huntington					
1009 Business Checking			12,985.14		
1038 Municipal Now Checking 2			1,034,261.18		
7279 Certificate of Deposit	120 days	0.05%	105,652.63	8/12/2023	
					1,152,898.95
Frankenmuth Credit Union					
Regular Savings		0.02%	2,205.95		
Business Savings		0.10%	23.77		
Plus Savings		4.00%	1,524,462.74		
FICA Business		1.01%	669,464.10		
Business All-In (Fire Ins W/H)		0.99%	15,015.10		
Mega Money Market		2.96%	11,837.40		
Five Star Checking		0.30%	1,975,857.54		
Two Star Checking		0.00%	0.00		
300 Certificate of Deposit	13 months	1.14%	271,654.16	7/27/2023	
304 Certificate of Deposit	13 months	2.21%	234,881.17	10/28/2023	
308 Certificate of Deposit	13 months	2.26%	273,638.05	10/28/2023	
					4,979,039.98
Independent Bank					
Insured Cash Savings Account		2.70%	1,126,425.39		
Business Checking			1,000.00		
2448 Certificate of Deposit	12 months	4.30%	230,641.50	12/9/2023	
2457 Certificate of Deposit	12 months	4.30%	230,555.47	12/9/2023	
CDARS 7993	26 Weeks	3.60%	230,822.58	7/6/2023	
CDARS 3922	26 Weeks	4.50%	235,517.80	12/21/2023	
					2,054,962.74

Northstar Bank					
Municipal checking			18.65		
CDARS		3.25%	287,648.81	1/18/2024	
					287,667.46
Team One Credit Union					
Business Savings			8.40		
Investment Account					
Cash & Cash Equivalents		1.09%	458,463.73		
U S Treasury Bills		5.15%	1,001,830.40	11/30/2023	
Beal Bank USA Las Vegas NV CD		4.40%	250,000.00	1/10/2024	
Goldman Sachs Bank USA new York NY CD		5.00%	250,000.00	5/14/2024	
Morgan Stanley Bank NA Salt Lake City UT CD		5.10%	250,000.00	5/16/2024	
					2,210,302.53
State Savings Bank					
Insured Cash Savings Account		2.80%	180,691.33		
Business Checking		2.80%	250,481.22		
					431,172.55
Total Investments					11,116,044.21