

**AGENDA  
REGULAR MEETING OF THE CARO CITY COUNCIL  
JANUARY 3, 2023, 6:30 P.M.**

**CALL TO ORDER (Pledge of Allegiance)**

**AGENDA APPROVAL**

**PUBLIC COMMENTS/VISITORS:**

**COMMUNICATION:**

1. Charter Communications – Upcoming Changes

**CONSENT AGENDA:**

1. Regular Council Meeting Minutes – December 19, 2022
2. RFQ/QBS WWTP Process Sub-Committee Minutes – December 19, 2022
3. Invoices

**REGULAR AGENDA:**

1. Dinges Fire Company – Bunker Gear Purchase Request – Fire Dept.
2. Digicom Global Inc. – State Radios Purchase Request – Fire Dept.
3. Planning Commission Applications – One vacancy available
4. Sandblasting & Painting Arsenic Tanks
5. Set Finance Committee Meeting – 1<sup>st</sup> & 2<sup>nd</sup> Quarter Financial Review
6. Set Policy Committee Meeting – Policy Updates

**ITEMS PENDING/POSTPONED:**

1. Parks & Recreation Committee – Fence Quotes
2. CDL Licensing
3. DPW Parking Lot Quotes

**MAYOR’S REPORT** – Written report submitted

**MANAGER’S REPORT** – Written report submitted.

**CLERK’S REPORT** – Written report submitted.

**ADDITIONAL PUBLIC COMMENTS**

**ADJOURN**  
.....



December 16, 2022



T1 P1 173 \*\*\*\*\*AUTO\*\*ALL FOR AADC 480  
City Of Caro  
317 S. State Street  
Caro, MI 48723-1725

Re: Charter Communications - Upcoming Changes

Dear Franchise Official:

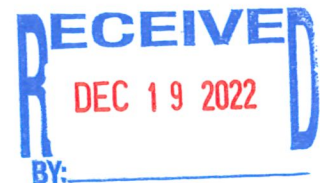
We value our customers and are committed to providing them with the latest products and technology, and we work hard to keep prices as low as possible. Despite our best efforts, rising costs including programming fees charged by TV networks have impacted our pricing. Customers are being notified via bill message regarding the following price changes that will take effect on or after January 17, 2023. Please note for customers who may be paying a promotional price for their Spectrum TV plan, the regular plan price does not take effect until the end of the promotional period.

Services/Products/Equipment	Change
Broadcast TV Surcharge	Will increase by \$1.20/month.
Spectrum TV Select	Will increase by \$5.00/month.
Spectrum TV Silver	Will increase by \$5.00/month.
Spectrum TV Gold	Will increase by \$5.00/month.
Spectrum TV Latino Tier	Will increase by \$2.00/month.
Spectrum Mi Plan Latino	Will increase by \$2.00/month.
Spectrum Mi Plan Latino Silver	Will increase by \$2.00/month.
Spectrum Mi Plan Latino Gold	Will increase by \$2.00/month.
Spectrum Lifestyle Plan	Will increase by \$2.00/month.
Spectrum Lifestyle Plan Silver	Will increase by \$2.00/month.
Spectrum Lifestyle Plan Gold	Will increase by \$2.00/month.
Spectrum Digital Receivers	Each will increase by \$1.00/month.
Spectrum Digital Terminal Adapters	Each will increase by \$1.00/month.
Cable Cards	Each will increase by \$3.05/month.

We remain committed to providing excellent communications and entertainment services in your community. If you should have any questions about this change, please feel free to contact me at (906) 553-7866.

Sincerely,

Joan Movrich  
Manager - State Government Affairs, Michigan  
Charter Communications



## REGULAR MEETING OF THE CARO CITY COUNCIL

Mayor Karen Snider called the regular meeting of the City Council to order on December 19, 2022, at 6:30 p.m. in the City of Caro Municipal Building Council Chambers; 317 S State Street, Caro MI 48723.

Present: Mayor Karen Snider, City Council: Bob Eschenbacher, Emily Campbell, Don Hall, Pamela Iseler, Charlotte Kish, and Jill White

Absent: None

Others: City Manager – Scott Czasak, Deputy Clerk - Jana Brown, Treasurer - Michele Perry, Clerk – Rita Papp, Director of Public Works - Tom Reese, WWTP - Ken Fields, Chief of Police – Brian Newcomb, Fire Chief – Randy Heckroth, Director of Development & Strategic Initiatives - Lauren Amellal, and other guests.

### AGENDA APPROVAL

#### 22-M-283

**Motion by Kish, seconded by Eschenbacher to approve the amended agenda as presented  
Motion Carried.**

**PUBLIC COMMENTS/VISITORS:** None

### COMMUNICATION:

1. Steve Erickson – EDC; Blight Elimination Project (rescheduled to next council meeting)
2. Planning Commission Meeting Minutes – November 28, 2022 (unapproved)
3. IRS – Federal Payroll Tax Payment
4. Charter Communications – Upcoming Changes
5. Liaison – committee liaisons and appointments to remain the same
6. Letter From Bill Campbell – forwarded to City Manager for action
7. Letter From American Legion Regarding Snow Removal – forwarded to City Manager for action

### CONSENT AGENDA:

1. Regular Council Minutes – December 5, 2022
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 – Ken Fields
  - F. Municipal Parking Violations Bureau Report – Jana Brown
  - G. Director of Development & Strategic Initiatives Report – Lauren Amellal

#### 22-M-284

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

**REGULAR AGENDA:**

1. AMA District 14 flat track race

**22-M-285**

**Motion by White, seconded by Iseler to approve the proposal as presented to hold the motorcycle races.  
Motion carried.**

2. Resolution for Designation of Street Administrator

**22-M-286**

**Motion by Kish, seconded by Eschenbacher to approve the Resolution for Designation of Street Administrator.**

**Roll call vote: Campbell – yes, Eschenbacher – yes, Hall – yes, Iseler – yes, Kish – yes, White – yes, Mayor Snider – yes.**

**Motion Carried**

3. Performance Resolution for Municipalities

**22-M-287**

**Motion by Eschenbacher, seconded by Campbell to approve the Performance Resolution for Municipalities.**

**Roll call vote: Eschenbacher – yes, Hall – yes, Iseler – yes, Kish – yes, White – yes, Campbell – yes, Mayor Snider – yes.**

**Motion Carried**

4. Assessor Services Agreement

**22-M-288**

**Motion by Kish, seconded by Campbell to approve City Manager – Scott Czasak & City Clerk – Rita Papp to sign the new Assessor Services Agreement with Tuscola County**

**Motion carried.**

5. Certificate of Deposit Report

**22-M-289**

**Motion by Eschenbacher, seconded by Campbell to approve City Treasurer to open a Mega Money Market account at Frankenmuth Credit Union and invest the maturing CDs into it. Also, cash in 2 CDs early and transfer funds from the FICA Business Savings into the Mega Money Market account.**

**Approve the City Treasurer to reinvest the LPL Financial maturing CDs back into LPL Financial in new CDs.**

**Motion carried.**

6. Board of Review Re-Appointment

**22-M-290**

**Motion by Kish, seconded by Eschenbacher to re-appoint Ed Hodgkinson to the Board of Review with a term expiring January 2026.**

**Motion carried.**

7. Banner Request – Tuscola County Right to Life

**22-M-291**

**Motion by Eschenbacher, seconded by Kish to approve the request from Tuscola County Right to Life to hang a banner from January 16, 2023, through January 23, 2023, as long as Ken Martin is available to provide the service.**

**Motion carried.**

8. Fire Department EMT

**22-M-292**

**Motion by Eschenbacher, seconded by Kish to deny the option of the City paying the costs of EMT training.**

**Motion carried.**

**ITEMS PENDING/POSTPONED:**

1. Parks & Recreation Committee – Fence Quotes
2. CDL Licensing
3. DPW Parking Lot Quotes

**\*COMMITTEE/LIAISON POSITION REPORTS:**

1. Economic Development Corporation (Snider) – No Report
2. Chamber of Commerce (Manager) – Scott Czasak attending a couple local events and met some of the Chamber Members and was introduced at their meeting.
3. Downtown Development Authority (Hall) – No Meeting
4. Fair Board (Iseler) – Did Not Attend
5. Parks & Recreation (White) – Meeting Tuesday, December 20, 2022
6. Planning Commission (Eschenbacher) – No Meeting
7. Tuscola County Board of Commissioners (Kish) – No Report
8. Zoning Board of Appeals (Snider) – No Meeting
9. Indianfields Township (Hall) – Did Not Attend
10. Almer Township (Campbell) – Township congratulated the City of Caro for their new Mayor and Manager.

**MAYOR’S REPORT** – Written report submitted. Both Mayor Snider and Manager – Scott Czasak, attended Rotary on Monday. Reminder of January 3<sup>rd</sup> council meeting. City of Caro Master Plan public hearing will be January 24, 2023.

**MANAGER’S REPORT** – Written report submitted. Scott would like to meet with each council member in the new year to get their vision for the City.

**CLERK’S REPORT** – Written report submitted.

**TREASURER’S REPORT** – Written report submitted.

**ADDITIONAL PUBLIC COMMENTS**

Pam Iseler spoke regarding a letter Don Hall received from the City Clerk’s office.

Fire Chief – Randy Heckroth provided photos and an overview of a new aerial ladder truck the fire department is looking at to possibly purchase. He also gave a demonstration of the LUCAS Chest Compression System recently acquired through a grant received by Tuscola County.

Pam Iseler continued discussion on the letter sent to Don Hall.

**22-M-293**

**Motion by Eschenbacher, seconded by Kish to adjourn the meeting at 7:50 p.m.**

**Motion carried.**



**Jana Brown**  
**Deputy City Clerk**

**RFQ/QBS WWTP PROCESS SUB-COMMITTEE  
DECEMBER 19, 2022 - 6:00 P.M.**

City Manager - Scott Czasak, called the meeting of the RFQ/QBS Process Sub-Committee to order on December 19, 2022, at 6:30 p.m. in the City of Caro Municipal Building Council Chambers; 317 S. State Street, Caro MI 48723.

Present: City Manager – Scott Czasak, Deputy Clerk - Jana Brown, City Council - Bob Eschenbacher and Charlotte Kish, WWTP – Ken Fields, Director of Development & Strategic Initiatives – Lauren Amellal.

Absent: None

**PUBLIC COMMENTS/VISITORS:** None

**AGENDA:**

**1. Review request for qualification submissions and select firms to be interviewed**

One qualification was received from Hubbell, Roth & Clark, Inc. It was determined Hubbell, Roth & Clark, Inc. would be interviewed the week of January 9, 2022 with a specific day and time to be posted at a later date.

**ADDITIONAL PUBLIC COMMENT:** None

City Manager – Scott Czasak, adjourned the meeting at 6:08 p.m.



Jana Brown  
Deputy City Clerk

City of Caro		
Expense Totals Sheet For All Funds		
	Checks to be run on 1/3/23	
		<b>AMOUNT</b>
101	General Fund	\$ 16,134.08
202	Major Street Fund	580.55
203	Local Street Fund	2,098.70
204	Municipal Street Fund	792.64
242	DDA	270.46
265	Drug Forfeiture Fund	0.00
301	Debt Service	0.00
390	Bond Fund	0.00
391	Water Bond Fund	0.00
536	Fire Department Fund	6,598.08
590	Sewer Fund	25,585.75
592	Water Fund	18,591.77
596	Sanitation Fund	39,360.93
661	Equipment Fund	7,730.14
	Trust & Agency - Tax settlements	263,481.16
	<b>TOTALS</b>	<b>\$ 381,224.26</b>
Hand Checks & EFTs		
Check #	Name of Vendor	
EFT	Wex Bank - Fuel Card	\$ 2,625.99
76226	Caro Area District Library	\$ 15,281.00
76227	Caro Community Schools	\$ 135,865.06
76228	Caro Transit Authority	\$ 20,438.17
76229	Tuscola County Treasurer	\$ 48,348.45
76230	Tuscola Intermediate School	\$ 43,548.48
	Total of Hand Checks to Approve	<b>\$ 266,107.15</b>
	<b>Amount taken in through tax and paid out through tax</b>	<b>\$ 263,481.16</b>
	<b>Bills paid by all funds with out tax settlements</b>	<b>\$ 117,743.10</b>
	<b>TOTAL OF BILLS TO BE APPROVED FOR THIS PERIOD</b>	<b>\$ 381,224.26</b>



## Report Criteria:

Report type: GL detail

Check.Type = {&lt;&gt;} "Adjustment"

GL Period	Check Issue Date	Check Number	Invoice GL Account	Amount
<b>CARO AREA DISTRICT LIBRARY</b>				
12/22	12/20/2022	76226	101-000-226-000	15,281.00
Total CARO AREA DISTRICT LIBRARY:				15,281.00
Total 76226:				15,281.00
<b>CARO COMMUNITY SCHOOLS</b>				
12/22	12/20/2022	76227	101-000-224-000	58,018.53
12/22	12/20/2022	76227	101-000-224-000	77,846.53
Total CARO COMMUNITY SCHOOLS:				135,865.06
Total 76227:				135,865.06
<b>CARO TRANSIT AUTHORITY</b>				
12/22	12/20/2022	76228	101-000-222-001	20,438.17
Total CARO TRANSIT AUTHORITY:				20,438.17
Total 76228:				20,438.17
<b>TUSCOLA COUNTY TREASURER</b>				
12/22	12/20/2022	76229	101-000-223-000	1,859.91
12/22	12/20/2022	76229	101-000-222-000	1,213.28
12/22	12/20/2022	76229	101-000-228-000	74.93
12/22	12/20/2022	76229	101-000-228-000	48.86
12/22	12/20/2022	76229	101-000-227-000	45,151.47
Total TUSCOLA COUNTY TREASURER:				48,348.45
Total 76229:				48,348.45
<b>TUSCOLA INTERMEDIATE SCHOOL</b>				
12/22	12/20/2022	76230	101-000-225-000	43,548.48
Total TUSCOLA INTERMEDIATE SCHOOL:				43,548.48
Total 76230:				43,548.48
<b>AFLAC</b>				
01/23	01/03/2023	76231	101-000-231-005	629.74
Total AFLAC:				629.74
Total 76231:				629.74

GL Period	Check Issue Date	Check Number	Invoice GL Account	Amount
<b>AMAZON CAPITAL SERVICES</b>				
01/23	01/03/2023	76232	101-441-742-000	14.99
01/23	01/03/2023	76232	592-557-742-000	15.00
01/23	01/03/2023	76232	101-265-776-000	119.99
01/23	01/03/2023	76232	101-260-740-000	13.00
01/23	01/03/2023	76232	101-172-740-000	8.28
01/23	01/03/2023	76232	101-253-740-000	31.54
01/23	01/03/2023	76232	592-557-776-000	19.98
Total AMAZON CAPITAL SERVICES:				222.78
Total 76232:				222.78
<b>BREATHING AIR SYSTEM DIV.</b>				
01/23	01/03/2023	76233	536-336-930-000	537.82
01/23	01/03/2023	76233	536-336-930-000	840.80
Total BREATHING AIR SYSTEM DIV.:				1,378.62
Total 76233:				1,378.62
<b>CARO SNOW WORKS</b>				
01/23	01/03/2023	76234	661-536-776-000	60.00
Total CARO SNOW WORKS:				60.00
Total 76234:				60.00
<b>COMPANION LIFE INSURANCE CO.</b>				
01/23	01/03/2023	76235	101-172-717-000	56.22
01/23	01/03/2023	76235	101-253-717-000	16.96
01/23	01/03/2023	76235	101-260-717-000	20.75
01/23	01/03/2023	76235	101-265-717-000	14.36
01/23	01/03/2023	76235	101-301-717-000	139.65
01/23	01/03/2023	76235	101-371-717-000	6.98
01/23	01/03/2023	76235	592-557-719-000	83.21
01/23	01/03/2023	76235	596-483-719-000	26.63
01/23	01/03/2023	76235	596-521-719-000	6.16
01/23	01/03/2023	76235	661-536-719-000	12.81
01/23	01/03/2023	76235	590-483-719-000	73.36
01/23	01/03/2023	76235	590-536-719-000	3.08
01/23	01/03/2023	76235	590-567-719-000	209.71
01/23	01/03/2023	76235	590-568-719-000	21.57
01/23	01/03/2023	76235	592-483-719-000	73.36
01/23	01/03/2023	76235	592-536-719-000	3.08
01/23	01/03/2023	76235	203-483-719-000	14.24
01/23	01/03/2023	76235	204-442-719-000	9.25
01/23	01/03/2023	76235	204-483-719-000	14.24
01/23	01/03/2023	76235	242-441-719-000	13.82
01/23	01/03/2023	76235	242-728-719-000	33.98
01/23	01/03/2023	76235	536-336-719-000	40.89
01/23	01/03/2023	76235	101-441-719-000	97.65

GL Period	Check Issue Date	Check Number	Invoice GL Account	Amount
01/23	01/03/2023	76235	101-691-719-000	6.16
01/23	01/03/2023	76235	101-748-719-000	31.47
01/23	01/03/2023	76235	202-483-719-000	14.24
01/23	01/03/2023	76235	202-463-719-000	15.41
01/23	01/03/2023	76235	203-463-719-000	18.49
01/23	01/03/2023	76235	101-253-719-000	49.52
01/23	01/03/2023	76235	101-260-719-000	65.46
01/23	01/03/2023	76235	101-265-719-000	36.98
01/23	01/03/2023	76235	101-301-719-000	464.18
01/23	01/03/2023	76235	101-371-719-000	22.51
01/23	01/03/2023	76235	101-410-719-000	13.31
01/23	01/03/2023	76235	202-463-717-000	5.99
01/23	01/03/2023	76235	203-463-717-000	7.18
01/23	01/03/2023	76235	203-483-717-000	3.99
01/23	01/03/2023	76235	204-442-717-000	3.59
01/23	01/03/2023	76235	204-483-717-000	3.99
01/23	01/03/2023	76235	101-172-719-000	17.03
01/23	01/03/2023	76235	592-536-717-000	1.20
01/23	01/03/2023	76235	592-557-717-000	32.32
01/23	01/03/2023	76235	596-483-717-000	8.78
01/23	01/03/2023	76235	596-521-717-000	2.39
01/23	01/03/2023	76235	661-536-717-000	4.19
01/23	01/03/2023	76235	202-483-717-000	3.99
01/23	01/03/2023	76235	536-336-717-000	12.77
01/23	01/03/2023	76235	590-483-717-000	21.95
01/23	01/03/2023	76235	590-536-717-000	1.20
01/23	01/03/2023	76235	590-567-717-000	82.19
01/23	01/03/2023	76235	590-568-717-000	8.38
01/23	01/03/2023	76235	592-483-717-000	21.95
01/23	01/03/2023	76235	101-410-717-000	3.99
01/23	01/03/2023	76235	101-441-717-000	36.71
01/23	01/03/2023	76235	101-691-717-000	2.39
01/23	01/03/2023	76235	101-748-717-000	9.98
01/23	01/03/2023	76235	242-441-717-000	4.69
01/23	01/03/2023	76235	242-728-717-000	10.77
Total COMPANION LIFE INSURANCE CO.:				2,041.30
Total 76235:				2,041.30
<b>DETROIT PUMP &amp; MFG CO</b>				
01/23	01/03/2023	76236	590-568-776-000	1,984.52
Total DETROIT PUMP & MFG CO:				1,984.52
Total 76236:				1,984.52
<b>DON GILBERG</b>				
01/23	01/03/2023	76237	536-336-740-000	27.84
01/23	01/03/2023	76237	536-336-740-000	19.57

GL Period	Check Issue Date	Check Number	Invoice GL Account	Amount
Total DON GILBERG:				47.41
Total 76237:				47.41
<b>EMTERRA ENVIRONMENTAL USA CORP</b>				
01/23	01/03/2023	76238	596-521-801-000	2,277.60
01/23	01/03/2023	76238	596-521-801-000	16,196.38
01/23	01/03/2023	76238	596-521-801-000	640.64
01/23	01/03/2023	76238	596-521-801-000	19,796.75
Total EMTERRA ENVIRONMENTAL USA CORP:				38,911.37
Total 76238:				38,911.37
<b>FIRST BANKCARD</b>				
01/23	01/03/2023	76239	101-101-960-000	85.00
01/23	01/03/2023	76239	101-101-960-000	85.00
01/23	01/03/2023	76239	101-172-801-000	79.96
01/23	01/03/2023	76239	101-253-801-000	79.96
01/23	01/03/2023	76239	101-260-801-000	79.96
01/23	01/03/2023	76239	590-567-960-000	195.00
01/23	01/03/2023	76239	590-567-742-000	173.46
01/23	01/03/2023	76239	101-253-960-000	159.00
01/23	01/03/2023	76239	101-253-960-000	299.00
01/23	01/03/2023	76239	101-253-740-000	14.96
01/23	01/03/2023	76239	101-172-740-000	14.96
01/23	01/03/2023	76239	590-567-740-000	14.97
01/23	01/03/2023	76239	592-557-776-000	14.97
01/23	01/03/2023	76239	661-536-776-000	54.99
01/23	01/03/2023	76239	592-557-776-000	12.99
01/23	01/03/2023	76239	101-441-960-000	136.67
01/23	01/03/2023	76239	590-567-960-000	136.67
01/23	01/03/2023	76239	592-557-960-000	136.66
01/23	01/03/2023	76239	661-536-776-000	332.97
01/23	01/03/2023	76239	592-557-807-000	9.98
01/23	01/03/2023	76239	592-557-807-000	12.42
01/23	01/03/2023	76239	101-400-807-000	17.56
01/23	01/03/2023	76239	101-301-742-000	502.80
01/23	01/03/2023	76239	101-301-742-000	40.00
01/23	01/03/2023	76239	101-301-960-000	280.00
01/23	01/03/2023	76239	101-691-956-000	44.82
01/23	01/03/2023	76239	536-336-860-000	2.00
01/23	01/03/2023	76239	536-336-740-000	235.20
01/23	01/03/2023	76239	101-652-835-000	14.79
Total FIRST BANKCARD:				3,266.72
Total 76239:				3,266.72
<b>HIRSCHMAN OIL SUPPLY INC</b>				
01/23	01/03/2023	76240	661-536-860-000	1,027.07

GL Period	Check Issue Date	Check Number	Invoice GL Account	Amount
01/23	01/03/2023	76240	661-536-860-000	656.64
Total HIRSCHMAN OIL SUPPLY INC:				1,683.71
Total 76240:				1,683.71
<b>JOY RICHARD</b>				
01/23	01/03/2023	76241	242-733-965-009	15.00
Total JOY RICHARD:				15.00
Total 76241:				15.00
<b>KRISTAL'S HELPING HAND LLC</b>				
01/23	01/03/2023	76242	101-441-801-002	138.34
01/23	01/03/2023	76242	536-336-801-002	54.14
01/23	01/03/2023	76242	101-301-801-002	108.34
01/23	01/03/2023	76242	101-260-801-002	150.42
01/23	01/03/2023	76242	101-260-801-002	150.42
01/23	01/03/2023	76242	590-567-801-002	108.34
Total KRISTAL'S HELPING HAND LLC:				710.00
Total 76242:				710.00
<b>MICH ASS'N OF MUNICIPAL CLERKS</b>				
01/23	01/03/2023	76243	101-260-960-000	15.00
01/23	01/03/2023	76243	101-260-960-000	75.00
Total MICH ASS'N OF MUNICIPAL CLERKS:				90.00
Total 76243:				90.00
<b>MICHIGAN PIPE &amp; VALVE-SAGINAW</b>				
01/23	01/03/2023	76244	592-557-776-000	625.00
Total MICHIGAN PIPE & VALVE-SAGINAW:				625.00
Total 76244:				625.00
<b>MICHIGAN RURAL WATER ASSOCIATION</b>				
01/23	01/03/2023	76245	592-557-801-000	340.00
01/23	01/03/2023	76245	590-567-801-000	637.50
Total MICHIGAN RURAL WATER ASSOCIATION:				977.50
Total 76245:				977.50
<b>MICHIGAN STATE FIREMEN'S ASS'N</b>				
01/23	01/03/2023	76246	536-336-960-000	212.67

GL Period	Check Issue Date	Check Number	Invoice GL Account	Amount
Total MICHIGAN STATE FIREMEN'S ASS'N:				212.67
Total 76246:				212.67
<b>MOBILE MEDICAL RESPONSE</b>				
01/23	01/03/2023	76247	536-336-960-000	4,000.00
Total MOBILE MEDICAL RESPONSE:				4,000.00
Total 76247:				4,000.00
<b>PULSAR MEASUREMENT</b>				
01/23	01/03/2023	76248	590-567-776-000	2,200.00
Total PULSAR MEASUREMENT:				2,200.00
Total 76248:				2,200.00
<b>PURCHASE POWER</b>				
01/23	01/03/2023	76249	101-253-807-000	47.72
01/23	01/03/2023	76249	101-172-807-000	51.72
01/23	01/03/2023	76249	101-260-807-000	47.42
01/23	01/03/2023	76249	101-191-807-000	86.20
01/23	01/03/2023	76249	101-301-807-000	25.86
01/23	01/03/2023	76249	101-371-807-000	51.72
01/23	01/03/2023	76249	596-521-807-000	129.30
01/23	01/03/2023	76249	661-536-807-000	25.80
01/23	01/03/2023	76249	242-728-807-000	17.20
01/23	01/03/2023	76249	203-483-807-000	4.30
01/23	01/03/2023	76249	204-483-807-000	4.30
01/23	01/03/2023	76249	536-336-807-000	21.50
01/23	01/03/2023	76249	590-567-807-000	129.30
01/23	01/03/2023	76249	592-557-807-000	172.40
01/23	01/03/2023	76249	596-483-807-000	4.30
01/23	01/03/2023	76249	101-400-807-000	25.86
01/23	01/03/2023	76249	101-441-807-000	34.48
01/23	01/03/2023	76249	101-691-807-000	34.48
01/23	01/03/2023	76249	101-748-807-000	51.72
01/23	01/03/2023	76249	202-483-807-000	12.92
01/23	01/03/2023	76249	101-410-807-000	21.50
Total PURCHASE POWER:				1,000.00
Total 76249:				1,000.00
<b>ROWE PROFESSIONAL SVS COMP.</b>				
01/23	01/03/2023	76250	203-463-801-004	1,522.50
Total ROWE PROFESSIONAL SVS COMP.:				1,522.50

GL Period	Check Issue Date	Check Number	Invoice GL Account	Amount
Total 76250:				1,522.50
<b>SHULTS EQUIPMENT, LLC</b>				
01/23	01/03/2023	76251	661-536-776-000	928.00
Total SHULTS EQUIPMENT, LLC:				928.00
Total 76251:				928.00
<b>SNOW WORKS</b>				
01/23	01/03/2023	76252	661-536-930-000	625.00
Total SNOW WORKS:				625.00
Total 76252:				625.00
<b>STATE OF MICHIGAN - DHHS</b>				
01/23	01/03/2023	76253	590-567-920-000	407.95
Total STATE OF MICHIGAN - DHHS:				407.95
Total 76253:				407.95
<b>STATE OF MICHIGAN - EGLE</b>				
01/23	01/03/2023	76254	590-567-777-000	3,000.00
01/23	01/03/2023	76254	590-567-777-000	400.00
01/23	01/03/2023	76254	590-567-777-000	1,235.25
Total STATE OF MICHIGAN - EGLE:				4,635.25
Total 76254:				4,635.25
<b>STATE OF MICHIGAN - ELGE CASHIERS OFFICE</b>				
01/23	01/03/2023	76255	592-557-777-000	52.00
01/23	01/03/2023	76255	592-557-777-000	36.00
Total STATE OF MICHIGAN - ELGE CASHIERS OFFICE:				88.00
Total 76255:				88.00
<b>THUMB CELLULAR</b>				
01/23	01/03/2023	76256	101-301-750-001	123.90
Total THUMB CELLULAR:				123.90
Total 76256:				123.90
<b>THUMB WELDING SUPPLY</b>				
01/23	01/03/2023	76257	661-536-776-000	80.59
Total THUMB WELDING SUPPLY:				80.59

GL Period	Check Issue Date	Check Number	Invoice GL Account	Amount
Total 76257:				80.59
<b>TOM GRASS</b>				
01/23	01/03/2023	76258	242-733-965-009	125.00
Total TOM GRASS:				125.00
Total 76258:				125.00
<b>TRI-COUNTY EQUIPMENT</b>				
01/23	01/03/2023	76259	661-536-776-000	223.51
Total TRI-COUNTY EQUIPMENT:				223.51
Total 76259:				223.51
<b>TUSCOLA COUNTY</b>				
01/23	01/03/2023	76260	101-257-801-000	2,437.50
Total TUSCOLA COUNTY:				2,437.50
Total 76260:				2,437.50
<b>TUSCOLA COUNTY ROAD COMMISSION</b>				
01/23	01/03/2023	76261	661-536-930-000	400.67
01/23	01/03/2023	76261	661-536-930-000	635.90
01/23	01/03/2023	76261	661-536-930-000	834.33
01/23	01/03/2023	76261	661-536-930-000	482.89
Total TUSCOLA COUNTY ROAD COMMISSION:				2,353.79
Total 76261:				2,353.79
<b>USA BLUEBOOK</b>				
01/23	01/03/2023	76262	590-567-776-001	2,471.30
Total USA BLUEBOOK:				2,471.30
Total 76262:				2,471.30
<b>W W WILLIAMS</b>				
01/23	01/03/2023	76263	101-265-801-000	370.00
01/23	01/03/2023	76263	590-567-801-000	515.00
01/23	01/03/2023	76263	590-567-801-000	680.00
01/23	01/03/2023	76263	592-557-801-000	530.00
01/23	01/03/2023	76263	590-567-801-000	370.00
01/23	01/03/2023	76263	592-557-801-000	370.00
01/23	01/03/2023	76263	590-567-801-000	485.00
01/23	01/03/2023	76263	592-557-801-000	575.00
01/23	01/03/2023	76263	101-265-801-000	430.00
01/23	01/03/2023	76263	590-567-801-000	1,051.50



GL Period	Check Issue Date	Check Number	Invoice GL Account	Amount
Total W W WILLIAMS:				5,376.50
Total 76263:				5,376.50
<b>WALTER MALBURG</b>				
01/23	01/03/2023	76264	242-733-965-009	50.00
Total WALTER MALBURG:				50.00
Total 76264:				50.00
<b>WATER SOLUTIONS UNLIMITED</b>				
01/23	01/03/2023	76265	592-557-776-000	4,177.00
Total WATER SOLUTIONS UNLIMITED:				4,177.00
Total 76265:				4,177.00
<b>WATKINS ROSS &amp; CO</b>				
01/23	01/03/2023	76266	101-301-801-000	2,144.00
01/23	01/03/2023	76266	101-441-801-000	528.00
01/23	01/03/2023	76266	202-483-801-000	528.00
01/23	01/03/2023	76266	203-483-801-000	528.00
01/23	01/03/2023	76266	204-483-801-000	528.00
01/23	01/03/2023	76266	536-336-801-000	528.00
01/23	01/03/2023	76266	590-567-801-000	272.00
01/23	01/03/2023	76266	592-557-801-000	528.00
01/23	01/03/2023	76266	596-521-801-000	272.00
01/23	01/03/2023	76266	590-568-801-000	272.00
01/23	01/03/2023	76266	661-536-801-000	272.00
Total WATKINS ROSS & CO:				6,400.00
Total 76266:				6,400.00
<b>CONSUMERS ENERGY</b>				
12/22	12/29/2022	800015	592-557-921-000	1,406.67
12/22	12/29/2022	800015	592-557-921-000	96.02
12/22	12/29/2022	800015	592-557-921-000	16.00
Total CONSUMERS ENERGY:				1,518.69
Total 800015:				1,518.69
<b>DTE ENERGY</b>				
12/22	12/29/2022	800016	590-567-920-000	6,721.47
12/22	12/29/2022	800016	101-441-926-000	177.43
12/22	12/29/2022	800016	101-441-926-000	251.13
12/22	12/29/2022	800016	590-568-920-000	199.20
12/22	12/29/2022	800016	592-557-920-000	561.32
12/22	12/29/2022	800016	590-568-920-000	86.91

GL Period	Check Issue Date	Check Number	Invoice GL Account	Amount
12/22	12/29/2022	800016	590-568-920-000	22.61
12/22	12/29/2022	800016	590-568-920-000	70.20
12/22	12/29/2022	800016	590-568-920-000	21.19
12/22	12/29/2022	800016	101-265-920-000	1,526.66
12/22	12/29/2022	800016	101-441-926-000	30.86
12/22	12/29/2022	800016	101-748-920-000	14.79
12/22	12/29/2022	800016	101-441-926-000	30.48
12/22	12/29/2022	800016	101-265-920-000	758.47
12/22	12/29/2022	800016	590-568-920-000	96.46
12/22	12/29/2022	800016	101-691-920-000	14.79
12/22	12/29/2022	800016	590-568-920-000	18.31
12/22	12/29/2022	800016	592-557-920-000	705.41
12/22	12/29/2022	800016	592-557-920-000	120.40
12/22	12/29/2022	800016	101-697-920-000	31.14
12/22	12/29/2022	800016	204-444-920-000	44.10
12/22	12/29/2022	800016	590-568-920-000	157.34
12/22	12/29/2022	800016	590-568-920-000	297.02
12/22	12/29/2022	800016	592-557-920-000	1,104.60
12/22	12/29/2022	800016	590-568-920-000	359.03
12/22	12/29/2022	800016	590-568-920-000	22.78
12/22	12/29/2022	800016	101-691-920-000	162.94
12/22	12/29/2022	800016	204-444-920-000	77.47
12/22	12/29/2022	800016	101-691-920-000	76.99
12/22	12/29/2022	800016	101-441-926-000	169.46
12/22	12/29/2022	800016	592-557-920-000	6,738.83
12/22	12/29/2022	800016	204-444-920-000	107.70
12/22	12/29/2022	800016	101-695-920-000	435.82
12/22	12/29/2022	800016	101-265-920-000	45.27
12/22	12/29/2022	800016	101-695-920-000	195.98
12/22	12/29/2022	800016	101-748-920-000	26.70
12/22	12/29/2022	800016	101-265-920-000	35.03
Total DTE ENERGY:				21,516.29
Total 800016:				21,516.29
Grand Totals:				378,598.27

Report Criteria:

Report type: GL detail

Check.Type = {<>} "Adjustment"

# 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](http://www.carocity.net)

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

## MEMORANDUM

TO: Caro City Council  
FROM: City Manager Scott R. Czasak  
DATE: Thursday, December 29, 2022  
RE: Agenda Item 1 – Dinge's Fire Co - Bunker Gear

---

Members of the Caro City Council,

Fire Chief Heckroth is requesting to be able to purchase 4 sets of bunker gear for 4 of our firefighters. This gear is rotated on a regular basis and was budgeted for this year, however, due to inflation the cost is going to exceed the budgeted about by just shy of \$1,000. Chief Heckroth assures me he can make up the difference with other cost saving measures.

As this is a regularly scheduled gear rotation, this is a routine ask of the City Council to approve this gear to keep our fire fighters safe.

Your options for motions are:

1. Move to approve the proposal as presented to purchase the gear at the quoted price.
2. Move to deny the purchase.

Use 1 space typing  
 - Use double line spacing  
 - Align typing with the line  
 - Use arrows to set Tab Stops

**CITY OF CARO**  
 317 SOUTH STATE STREET • CARO, MICHIGAN 48723 • (989) 673-7671

**PURCHASE ORDER**

35494

Order Date	Date Required	This No. must appear on all Packages, Bills of Lading Invoices, and Correspondence.
12-27-2022		

TO: *Dinges Fine Co.*  
 2413 E. Main St.  
 Ann Arbor, IL. 61310

SHIP TO: (if other than above address)  
 Fine Dept.

FY

Requisition No.	Requisitioned By	Terms	Ship Via	FOB	Unit Price	Amount
	<i>FIRE</i>			2022-2023		
4	<i>Bunker Gear</i>					
	<ul style="list-style-type: none"> <li>1 Robert Ruslow</li> <li>2 Nick Britton</li> <li>3 Phil Erison</li> <li>4 Jesse Harvey</li> </ul>					
	<i>\$536-326-970-000</i>					
	<input type="checkbox"/> For Resale <input type="checkbox"/> Not For Resale		INSTRUCTIONS 1 Please send _____ copy(s) of your invoice. 2 Notify us immediately if you are unable to ship as specified.		Authorized Signature	
	Tax Number					

ORIGINAL

FOLD AT ( )





**Dinges Fire Company**

243 E Main St.  
 Amboy, IL 61310  
 Phone: 815.857.2000  
 www.DingesFire.com

**Bill To:**

Caro City Fire Dept (Caro,MI)  
 C/O: Randy Heckroth  
 317 S. State Street  
 Caro, MI 48723

**Ship To:**

Caro City Fire Dept (Caro,MI)  
 317 S. State Street  
 Caro, MI 48723

Quantity	Item	Description	Price	Total
3	Lion-DFC-SD-APK7-SET	[PSGQ25752] SUPER-DELUXE IsoDri, Armor AP-K7-Khaki (Glide Ice AraFlo/Crosstech Black) - Coat with 9x7x2 hand warmer pockets, Radio Pocket & Mic Tab on Right & Left Chest. Ffer Last name on Hanging patch. Pant with Zipper In/Velcro Out Fly, w/NFPA Escape belt w/ loops built into the waist. Black PCA Cuff, and Knee Reinforcement with Lite-N-Dri Knee Padding. CFD Patch on Right sleeve. Options: - A - Outer Shell: Khaki Armor AP - B - Trim: [CT104PTY + PTC4PT3Y] 3" NFPA LIME/YELLOW - C - Yoke Lettering: [LTSL3YNS] 3" LIME/YELLOW - Arched (CARO) - D - Additional Line of Yoke Lettering: [LTSL3YNS] 3" LIME/YELLOW - Straight (F D) - E - Name Letter Panel: [LP34 - LPV13 - LPS10 - LTSL3YNS] Hanging Letter Panel 3" LIME/YELLOW - F - Wristlet: [CLW753] 8" Over-the-Hand with Thumb Hole - H - Coat Closure: [SF262] 3" Storm Flap with Zipper In/Velcro Out - I - DRD Flap Trim: [CTB26PTY] LIME/YELLOW - J - Waist: [BHS063 + BL079 + BL081] Aeroscape Escape Belt with Loops - K - D-Ring on Strap: [FLS595] D-Ring on Self Strap (Right chest- parralell to top of radio pocket)	\$3,215.00	\$9,645.00

\* Sales tax will be applied to customers who have not provided a tax exempt certificate.

**Sub \$9,645.00**

**Total**

\* Quote Created on 09/14/2022

**Shipping FREE**

\* Shipping is an estimate, Actual Shipping will be reflected on Invoice.

**Total \$9,645.00**

\*\*This is a quotation only. Please do not make payment based off this quotation. An invoice will be sent to you when product is ready for delivery. Contact your local sales represenatitive with any questions or requests.

*\$12,860  
x 4 sets*

**Notes:**

Lion has passed on three price increases since your last order in 2021. This price is good until

# CITY OF CARO

CITY MANAGER  
SCOTT R. CZASAK  
CITY CLERK  
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DON HALL  
PAMELA ISELER  
CHARLOTTE KISH  
JILL WHITE

## MEMORANDUM

TO: Caro City Council  
FROM: City Manager Scott R. Czasak  
DATE: Thursday, December 29, 2022  
RE: Agenda Item 2 – Digicom – State Radios

---

Members of the Caro City Council,

Fire Chief Heckroth is requesting to be able to purchase 2 state compatible radios from Digicom. These Kenwood's would come with the charger, battery and include the fee of \$250 each for them to be state certified. This purchase was not budgeted, however, as the Chief points out in his Purchase Order, he will be able to pay for these with \$7000 in cost savings from budget actions which will no longer be required with the purchase of these radios.

As this is required to allow our fire fighters to be able to communicate on the state approved bands and can be offset due to replacing other budgeted actions, the purchase can be warranted.

Your options for motions are:

1. Move to approve the proposal as presented to purchase the radios at the quoted price.
2. Move to deny the purchase.

PURCHASE ORDER

CITY OF CARO

317 SOUTH STATE STREET • CARO, MICHIGAN 48723 • (989) 673-7671

TO Digicom Global Inc. SHIP TO Fire Dept.  
3911 Rochester RD.  
Troy Mich. 48083 2022-2023

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.	
					36033	
QUANTITY	DESCRIPTION				PRICE	AMOUNT
2	State radios Kenwood's					7242.40
	Charger					
	Battery					
	State Fee \$250.00 included					
	Contracted (Aerial repairs) \$4000.00					\$4000.00
	Contracted (RR place papers) \$3000.00					\$3000.00

NOT FOR RESALE  FOR RESALE

TAX NUMBER

AUTHORIZED SIGNATURE

ORIGINAL

OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, SHIPPING PAPERS, AND PACKAGES



Digicom Global Inc.  
 3911 Rochester Rd.  
 Troy, Mi. 48083

*This one  
 12-19-2022*

# Estimate

Date	Estimate #
9/7/2022	3748

Name / Address
Caro Fire Department Chief Randy Heckroth 317 S State St. Caro, MI 48723

Ship To
Caro Fire Department Attn Jerry Middaugh 317 S State St. Caro, MI 48723

Description	Qty	Rate	Total	Project
Quotation prepared for: Jerry Middaugh cfd7902@yahoo.com 989-551-3320				
VOICE ANNUNCIATION INCLUDED. CUSTOMER PAID FOR THIS EARLIER N/C Must reprogram first batch over then match to the 2nd program.				
VP6430GRF2 762-806 and 806-870 MHz P25 Model 2 Standard Keypad, Green Housing, Top Display, Front Full Color Display, 3 watts, 1024 Channels, 255 Zones, IP 67 & Mil Spec C/D/E/F/G. . . 3 Year Warranty. Radio ONLY. DES & ARC4 / ADP Encryption	2	1,968.00	3,936.00	
EFJ 8322000002 License key for P25 conventional for VP-6000 series EFJ 8322000002	2	280.00	560.00	
EFJ 8322000005 License key for P25 Phase 1 trunking for VP-6000 series EFJ 8322000005	2	100.00	200.00	
VIK AES 8323000004 AES encryption module Multi Key includes DES if requested a build or when purchasing for field radio	2	412.00	824.00	
VIK IS 250VP5000001 add intrinsically safe option. Requires IS rated battery	2	79.20	158.40	
KRA-32K 700 800 megahertz antenna	2	28.80	57.60	
DGKNB-L2LIIS 3400 mAh Liion intrinsically safe batteries. For Kenwood TK-5000/NX-5000/VP5000/VP6000 series. Charge to upgrade from standard included regular battery to Intrinsically Safe Battery	2	159.00	318.00	
KSC-32 CHARGER (RAPID)	2	65.60	131.20	
KMC-70GR Mil Spec IP67 (Immersion) Intrinsically safe, high visibility green speaker mic with active noise reduction and 3 programmable buttons and 3.5 mm audio jack	2	113.60	227.20	
			<b>Subtotal</b>	
			<b>Sales Tax (6.0%)</b>	
			<b>Total</b>	

*\$ 3621.20  
 w/ state*

Digicom Global Inc.

3911 Rochester Rd.  
Troy, Mi. 48083

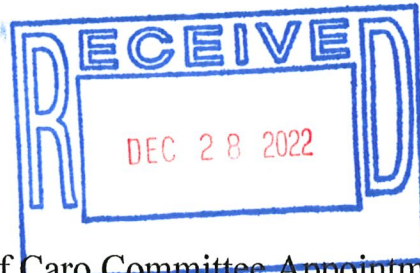
# Estimate

Date	Estimate #
9/7/2022	3748

Name / Address
Caro Fire Department Chief Randy Heckroth 317 S State St. Caro, MI 48723

Ship To
Caro Fire Department Attn Jerry Middaugh 317 S State St. Caro, MI 48723

			Project
Description	Qty	Rate	Total
VIK 299-0600-013 EFJ 2 year extended warranty	2	140.00	280.00
Shipping EST	1	50.00	50.00
MiDeal state contract pricing require contract # 21000000896 to be listed somewhere on the PO.		0.00	0.00
MPSCS \$250.00 one time programming fee good for the life of the radio	2	250.00	500.00
<b>Subtotal</b>			\$7,242.40
<b>Sales Tax (6.0%)</b>			\$0.00
<b>Total</b>			\$7,242.40



# CITY OF CARO

317 S. State St.  
Caro, MI 48723  
www.carocity.net

## City of Caro Committee Appointment Application

### Applicant Information

Full Name: Szostak Walter Date: 12/22/22  
Last First M.I.

Address: 302 W. Sherman St. Caro MI 48723  
Street Address Apartment/Unit # City State Zip Code

Phone: (989) 671-7290 Email: Wg5zostak@yahoo.com

Committee(s)/Position(s) Applying for: Planning Commission

Are you a citizen of The City of Caro?  YES  NO Have you ever worked for the City of Caro?  YES  NO

Have you served on any committees, boards or commissions in the past?  YES  NO If Yes, please explain: \_\_\_\_\_

Do you currently serve on any other Committees, Commissions or Boards?  YES  NO If Yes, please explain: \_\_\_\_\_

Please describe your qualifications and/or experience for this appointment consideration: Served about 6-7 years on Almer township Planning Commission  
- Kantzler Foundation Board - Pardee Cancer Foundation Board - TBHS Board  
- Masters of Business Administration - CMU - BBA Business Administration U of M - Flint

### Employment Information

Please list your current or most recent employment information:

Company: Chemical Bank / Huntington

Job Title: Market President

Duties: Managed the Clare, Midland, Bay City and Thumb markets

### Please Indicate Any Additional City of Caro Committees You Would be Interested in Serving On:

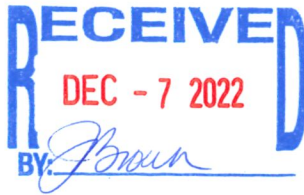
- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Downtown Development Authority (DDA) | <input type="checkbox"/> Historical Commission     | <input type="checkbox"/> Small Urban Planning           |
| <input type="checkbox"/> Parks & Recreation                   | <input type="checkbox"/> City Council              | <input type="checkbox"/> Election Inspector/Poll Worker |
| <input type="checkbox"/> Zoning Board of Appeals (ZBA)        | <input type="checkbox"/> Tuscola Airport Authority | <input type="checkbox"/> Other _____                    |
| <input type="checkbox"/> Planning Commission                  | <input type="checkbox"/> Board of Review           | <input type="checkbox"/> Other _____                    |

### Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.  
If this application leads to appointment, I understand that false or misleading information in my application may result in my release.

Signature: Walter Szostak Date: 12/22/22

\*Please Attach any additional necessary documentation i.e. Letter of Intent, Certifications, References, etc. to this Application



# CITY OF CARO

317 S. State St.  
Caro, MI 48723  
www.carocity.net

## City of Caro Committee Appointment Application

### Applicant Information

Full Name: MICHEL ALLAN R Date: 12-7-22  
Last First M.I.

Address: 133 SOUTH STATE ST. CARO MI 48723  
Street Address Apartment/Unit # City State Zip Code

Phone: 248) 564-9587 Email \_\_\_\_\_

Committee(s)/Position(s) Applying for: PLANNING COMMISSION MEMBER

Are you a citizen of The City of Caro?  YES  NO Have you ever worked for the City of Caro?  YES  NO

Have you served on any committees, boards or commissions in the past?  YES  NO If Yes, please explain: \_\_\_\_\_

Do you currently serve on any other Committees, Commissions or Boards?  YES  NO If Yes, please explain: \_\_\_\_\_

Please describe your qualifications and/or experience for this appointment consideration: 10 YEARS CITIZEN- 3 YEARS BOULDER NEW CAR DISABILITIES!

### Employment Information

Please list your current or most recent employment information:

Company: NONE

Job Title: \_\_\_\_\_

Duties: \_\_\_\_\_

### Please Indicate Any Additional City of Caro Committees You Would be Interested in Serving On:

- Downtown Development Authority (DDA)
- Parks & Recreation
- Zoning Board of Appeals (ZBA)
- Planning Commission
- Historical Commission
- City Council
- Tuscola Airport Authority
- Board of Review
- Small Urban Planning
- Election Inspector/Poll Worker
- Other \_\_\_\_\_
- Other \_\_\_\_\_

### Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge. If this application leads to appointment, I understand that false or misleading information in my application may result in my release.

Signature: [Signature] Date: 12-7-22

\*Please Attach any additional necessary documentation i.e. Letter of Intent, Certifications, References, etc. to this Application

# 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](http://www.carocity.net)

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

TO: City Council  
From: Tom Reese Director of Public Works  
Date: December 19, 2022  
Re: sandblasting and painting the arsenic tanks

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When he had UIS come in for our annual testing the found the Remote terminal unit at Well#1 going in and out of service this is our last of the old RTU's we have in our system we will need to replace this before it fails completely. The RTU is a vital way we get information from the wells us. In this quote of \$8,055.00 they will be replacing the RTU and upgrading 2 older style radios in the system also doing all necessary programing and startup services.

Option 1, Allow UIS to replace the RTU and complete other necessary services

Thank you,  
Tom Reese  
Director of Public Works  
City of Caro  
741 Hooper St  
Caro, MI 48723  
O:989-673-2571 (ext. 4221)



<b>Date</b> December 16, 2022	<b>Customer</b> Caro	<b>To</b> Tom Reese
<b>Description</b> Upgrade Well House #1 Motorola RTU		TREEESE@CAROCITY.NET
<b>Quote #</b> 222416		
<b>Estimator</b> Ken Wesley	<b>Email</b> ken.wesley@teamuis.com	

<b>Scope of Work</b>	<b>Cost</b>
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Furnish and install one (1) Motorola ACE 3600 RTU with UHF radio, CPU, power supply, and necessary I/O to replace the existing RTU that is no longer supported.


Provide necessary Motorola RTU programming.

Replace two existing MotoTrbo radios with CDM750 radios to improve communications.

Provide startup services.

Note: The existing antenna, cable, and hardware will be reused for this upgrade.

**Total:** \$8,055.00

UIS SCADA Approved by 

Date December 16, 2022

Please make Purchase Orders/Subcontracts out to: UIS SCADA, Inc. and reference Quote #222416

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

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.

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

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

**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, deferral 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 manufacturers 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 Client's employees and Client's 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 or 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.

**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.

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

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

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 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](http://www.carocity.net)

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

## MEMORANDUM

TO: Caro City Council  
FROM: City Manager Scott R. Czasak  
DATE: Thursday, December 29, 2022  
RE: Items Pending 1 – Halfway Fence – Parks and Recreation

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Members of the Caro City Council,

At your July 18, 2022, meeting, you had before you these bids for fencing at Beith Park. At that time, you motioned to postpone consideration on the bids. I believe due to the time passed it is proper to act on them.

The bid for Phase 2 of the project has a listed expiration date of July 22, 2022, and while Phase 1 does not have a specific expiration date, it is reasonable to assume after 6 months it would no longer be considered valid, especially considering the inflation rate on materials.

Therefore, it is my recommendation you dismiss the bids due to expiration and refer the matter back to the Parks and Recreation Committee, with instructions to see if this project can be worked into the next budget cycle for future action and rebid.

Your options for motions are:

1. Move to deny the bids due to age and refer the matter to the Parks and Recreation Committee for further investigation and action.
2. Move to continue to postpone consideration of the matter.

Halfway Fence Company  
1175 S Lackie Rd  
Bad Axe, MI 48413  
(989) 269-4070  
halfwayfence@gmail.com  
halfwayfenceco.com



# Estimate

## ADDRESS

TUSCOLA CO. FAIRGROUNDS  
Tanya Batschke  
(989) 673-3323  
188 Park Drive  
Michigan, MI 48723

ESTIMATE # 3057  
DATE 06/28/2022

## ACTIVITY

## AMOUNT

### PHASE ONE - EAST + WEST OF GRANDSTAND

#### Labor and Materials

#### EAST SIDE - WHITE GALVESTON + CHESTERFIELD

Furnish and install and install approx. 25' of 8' high white Galveston vinyl privacy fence at East Grandstand Entrance and approx. 472' of 6' high white Chesterfield vinyl privacy fencing with 1 - 100" double drive gate at Merchant Building with gate post stiffeners, nylon key entry hardware, drop rod kit, along with aluminum post stiffeners, 5" x 5" vinyl posts, external flat caps, and all hardware and materials included. Posts set in concrete. LABOR + MATERIALS = \$56,650.00

EAST SIDE - WHITE GALVESTON + CLAY CHESTERFIELD = \$61,050.00

#### Labor and Materials

#### WEST SIDE - CHESTERFIELD

Furnish and install approx. 112' of 6' high white Chesterfield vinyl privacy fencing on the west side of bleachers to second electric pole with aluminum post stiffeners, 5" x 5" vinyl posts, external flat caps, and all hardware and materials included. Posts set in concrete.

LABOR + MATERIALS = \$ 10,850.00

WEST SIDE IN CLAY CHESTERFIELD = \$12,450.00

HFCO proposes to furnish material and labor - in accordance with the above specifications, for the amount noted. Any alteration/deviation from the above specifications will become an extra charge over the estimate. Any unforeseen conditions at the time of installation that disrupt the project either by cost or time delay must be compensated with an extension of time, payment for direct cost, and additional overhead and profit to complete the project. We do not provide any landscaping services needed to complete the project. HFCO is not liable for any accidents that occur due to underground utilities that are not properly marked either by Miss Dig, the utility company or by the client. All permits are the responsibility of the owner. ACCEPTANCE OF PROPOSAL

## TOTAL

The above specifications and total amount of our investment are satisfactory and we hereby accept this proposal. We understand that any permits for the property are our responsibility. HFCO is authorized to do the work as specified.

*Existing Areas*

Halfway Fence Company  
1175 S Lackie Rd  
Bad Axe, MI 48413  
(989) 269-4070  
halfwayfence@gmail.com  
halfwayfenceco.com



# Estimate

## ADDRESS

TUSCOLA CO. FAIRGROUNDS  
Tanya Batschke  
(989) 673-3323  
188 Park Drive  
Michigan, MI 48723

ESTIMATE # 3058  
DATE 06/28/2022  
EXPIRATION DATE 07/22/2022

## ACTIVITY

## AMOUNT

### PHASE TWO - OPTIONS WEST OF GRANDSTAND/BIETH PARK SIDE

#### Labor and Materials

##### WEST - 48' CHESTERFIELD ELECTRIC POLE TO PINE TREE

Furnish and install and install approx. 48' of 6' high white Chesterfield vinyl privacy fencing with aluminum post stiffeners, 5" x 5" vinyl posts, external flat caps, and all hardware and materials included. Posts set in concrete. LABOR + MATERIALS = \$4,885.00  
CLAY CHESTERFIELD = \$6,150.00

#### Labor and Materials

##### WEST - 192' CHESTERFIELD ELECTRIC POLE TO SPLASH PAD

Furnish and install and install approx. 192' of 6' high white Chesterfield vinyl privacy fencing with aluminum post stiffeners, 5" x 5" vinyl posts, external flat caps, and all hardware and materials included. Posts set in concrete. LABOR + MATERIALS = \$19,500.00  
CLAY CHESTERFIELD = \$22,500.00

#### Labor and Materials

##### WEST - 328' CHESTERFIELD ELECTRIC POLE TO GREEN SHED

Furnish and install and install approx. 328' of 6' high white Chesterfield vinyl privacy fencing with aluminum post stiffeners, 5" x 5" vinyl posts, external flat caps, and all hardware and materials included. Posts set in concrete. LABOR + MATERIALS = \$32,950.00  
CLAY CHESTERFIELD = \$38,570.00

#### Labor and Materials

##### GREEN SHED TO NW CORNER

Furnish and install and install approx. 208' of 6' high white Chesterfield vinyl privacy fencing with aluminum post stiffeners, 5" x 5" vinyl posts, external flat caps, and all hardware and materials included. Posts set in concrete. LABOR + MATERIALS = \$21,580.00  
CLAY CHESTERFIELD = \$24,500.00

HFCO proposes to furnish material and labor - in accordance with the above specifications, for the amount noted. Any alteration/deviation from the above specifications will become an extra charge over the estimate. Any unforeseen conditions at the time of installation that disrupt the project either by cost or time delay must be compensated with an extension of time, payment for direct cost, and additional overhead and profit to complete the project. We do not provide any landscaping services needed to complete the project. HFCO is not liable for any accidents that occur due to underground utilities that are not properly marked either by Miss Dig, the utility company or by the client. All permits are the responsibility of the owner. ACCEPTANCE OF PROPOSAL

TOTAL

*Additional Areas*

# CITY OF CARO

INTERIM CITY MANAGER  
LAUREN AMELLAL  
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](http://www.carocity.net)

MAYOR  
JOE GREENE  
CITY COUNCIL  
BOB ESCHENBACHER  
DON HALL  
VACANT – NEW ELECTED  
JILL WHITE  
EMILY CAMPBELL  
PAMELA ISELER

**TO:** City Council  
**FROM:** Karen Snider - Mayor  
**SUBJECT:** Mayor's Report  
**DATE:** January 3, 2022

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- Attended the Parks & Recreation Committee meeting
- Went to the Caro Fire Department combined townships and city meeting held in the fire hall and one important item was a discussion regarding the billing process. Chief Heckroth did an excellent presentation.
- Attended the Planning Commission meeting which was very informative.
- Attended Caro Rotary with City Manager on December 19, 2022, and they had a special Christmas Program.

I hope everyone had a wonderful holiday season!

# CITY OF CARO

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

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

## MEMORANDUM

TO: Caro City Council  
FROM: City Manager Scott R. Czasak  
DATE: Thursday, December 29, 2022  
RE: City Manager's Report

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Members of the Caro City Council,

As the last two weeks have been short ones due to the holiday office schedule, it does not mean that I did not pack as much as I could into those shortened weeks. As I will be doing every Monday, I continued to attend the Caro Rotary meetings and look forward to growing the interconnectivity with the service organizations and the City.

Next, Development Director Amellal and I had an extensive meeting with representatives of the MSU Extension regarding the joint program to hire a program director for our parks. Ms. Amellal and the MSU reps briefed me on the efforts to jointly hire a program director and develop programming for both children and adults in order to grow the use of our parks. As I have delved more into this issue, I have come to the belief that in order to grow the use of our parks we need to work towards a sustainable staffed programming set, which this partnership is a first step in.

Also, on Park and Recreation matters, I attended the Parks and Recreation meeting and briefed them on some clean-up which needs to be done in the bylaws to better reflect the specific language in the City Ordinances, and the best practice of citing Robert's Rules of Order, my self-professed "Robert's Rules aficionado" status will come in handy in this effort.

In what was the most intensive part of my last two weeks, Acting Director Fields took me on a tour of our Wastewater Treatment Plant and the various lift stations we service. It was fascinating to see firsthand the process we use to treat wastewater and return to the Cass River as cleaned water. Mr. Fields also gave me his perspective on ongoing issues and what we will be looking for in the Wastewater Treatment Plant upgrade project, which is ongoing, and we will be going through the interview phase the week of January 9<sup>th</sup> as our calendar on the Request stated.

I also had meetings with MMRMA to discuss the renewal of our risk management services, and the Fire Department township meeting where I heard discussions on what our Fire Department has been providing to the Townships it serves, as well as some discussions regarding ongoing issues. Supervisor Campbell of Indianfields Township also

stopped by to introduce himself, he and I agreed to set a meeting in the new year to go over various issues.

Lastly, the Planning Commission met, and I sat in my first meeting there and was able to reach a final resolution and approval regarding the Hills and Dales Rapid Care Clinic. There was a desire expressed by members of the Planning Commission to have the City Council review some of our Engineering Standards which caused some of the hiccups along the way in this approval process. I will review the standards and seek Council input in due course before bringing any revisions to this body for a vote.

Overall, it has been a successful first month for me in this position, the only drawback so far is my long commute, a situation I am rapidly looking to remedy. I look forward to continued growth in this position and to becoming a member of the community as I discussed during my interview process.

Happy New Year to all!

# CITY OF CARO

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CITY CLERK  
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JILL WHITE

**TO:** City Council/City Manager  
**FROM:** Rita Papp – City Clerk  
**SUBJECT:** Clerk’s Report  
**DATE:** January 3, 2023

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- Returned to work December 20, 2022
- Planning Commission has 1 vacant seat. 2 applications have been received.
- Met with Tim McClorey, MMRMA to finalize our Property & Liability Insurance Renewal, December 22, 2022.
- Attended Parks & Recreation Meeting December 20, 2022.
- City Manager Scott Czasak and I posted the Director or Wastewater Treatment Services position on Michigan Municipal League, Michigan Water Environment Association, Michigan Rural Water Association, MLive, & Tuscola County Advertiser. Posting deadline is January 31, 2023.