

AGENDA
REGULAR MEETING OF THE CARO CITY COUNCIL
JULY 1, 2024, 6:30 P.M.
317 S STATE ST – COUNCIL CHAMBERS

CALL TO ORDER (Pledge of Allegiance)

AGENDA APPROVAL

PUBLIC COMMENTS:

PRESENTATION:

1. Brian Harris – Tuscola County Sheriff Candidate

COMMUNICATION:

1. Tuscola County Fair Board Camping Letter
2. Planning Commission Minutes – June 11, 2024
3. Parks & Recreation Committee Minutes – June 18, 2024
4. Charter Communications – Upcoming Changes
5. Thank You Card – Caro Chamber of Commerce
6. 18th Annual Exchange Club of Caro Trail Walk

CONSENT AGENDA:

1. Regular Council Meeting Minutes – June 17, 2024
2. Special Council Meeting Minutes – June 19, 2024
3. Invoices

REGULAR AGENDA:

1. FY 2024 WWTP Improvements Bid Tabulations & Resolution
2. Generator Services Bid Tabulations
3. HVAC Services Bid Tabulations
4. Banner Request – Tuscola County Fair
5. Banner Request – Thumb Area Old Engine & Tractor Show
6. Investment Maturing #1
7. Investment Maturing #2
8. Newsletter Discussion

ITEMS PENDING/POSTPONED:

1. Bucket Truck Information

COMMITTEE/LIAISON POSITION REPORTS: None

MAYOR’S REPORT – Written report submitted.

MANAGER COMMENTS – Written report submitted.

CLERK’S REPORT – Written report submitted.

ADDITIONAL PUBLIC COMMENTS

ADJOURN

.....

June 24, 2024

Scott Czasak
Caro City Manager
317 S. State St.
Caro, MI. 48723

Dear Scott

The Tuscola County Fair board would like to request a one year addendum to the recently signed fairgrounds lease for the purpose of hosting the Michigan Sugar campers for 2024.

For the last four years, the fairgrounds has been host to Michigan Sugar campers. At the beginning of this endeavor, representatives from the fair board met with city representatives regarding the campers, and no problems were foreseen. In past directives from the city, the fair board has been given the authorization to develop a camping program at the fairgrounds. The City of Caro's Master Plan has included language promoting camping at the fairgrounds for many years.

It goes without saying that the campers are a vital part to Michigan Sugar's success. It contributes to a successful fair and enables the fair to invest considerable money into the fairgrounds. In the last 5 years, we have reinvested over \$600,000. This investment along with numerous dedicated volunteers has resulted in a plethora of non fair related events bringing people to Caro lending to an influx of capital to area businesses (see attachment).

We would be available to work out any details and address concerns.

Thank you.

Neil Jackson
Tuscola County Fair President

Events and Services the Tuscola County Fairgrounds has Provided to the Community

Service Clubs

- *Caro Lions - Tuscola County Fair is largest fundraiser
- *Caro Rotary- fairgrounds used for pancake supper in October
- *Tuscola County Farm Bureau - uses fairgrounds for annual meeting in August
- *Tuscola County Relay for Life - uses fairgrounds for annual walk in August
- *Ham radio - emergency drills

- *Caro Garden Club - uses building for flower and plant distribution
- *Tuscola Co. Soil Conservation District - tree sales and distribution
- *Tuscola County Pheasants Forever - seed distribution
- *Tuscola County Pumpkin Festival - use of buildings and midway for festivals

County Government Agencies & Schools

- *Tuscola County Behavioral Health
- *Tuscola County Animal Control - temporary housing for confiscated animals
- *City of Caro - use of Midway Hall for large meetings
- *City of Caro - use of bathrooms during summer months
- *Caro Community Schools - use of bathrooms for tennis matches and practices
- *Caro Community Schools - use of buildings for float building to provide a safe and secure site

Non-Profit Organizations

- *Tuscola County 4-H and FFA
- *Thumb Jackpot Show - 5 county steer show
- *Project Red - rural education day 4th graders countywide come to learn about agriculture
- *12 - 14 different non fair youth horse shows
- *Non fair week harness racing

Miscellaneous Community Services provided

- *Lutheran Youth Group - use showers during summer
- *Private rentals for graduations, baby and bridal showers, weddings and parties
- *Search and rescue dog training
- *County wide job fair 1200 - 1400 students
- *Tuscola County Old Engine Shows - 2 shows summer and fall
- *Caro Winterfest - uses buildings and track for winter festival
- *Tuscola Democratic Committee hold a multi county rally
- *Winter Storage - boats, cars, campers

- *Camping groups throughout the year bring visitors to Tuscola County
- *Michigan Sugar campers - campers provide much needed workers for Michigan Sugar (occupied from August to November) who patronize local businesses
- *Michigan Sugar uses buildings for winter storage and events
- *LaBuddie uses buildings for winter storage
- *Caro Community Hospital - storage
- *Tuscola County Fair has been a part of the community for 145 years offering thousands of 4H and FFA youth projects. This brings thousands of people to the area enhancing businesses and the community.
- *5K race for child abuse
- *Motor races
- *Antique Festival/Show 2 days in May

Fair Week Attendance 25,000 people and growing

Fair uses local electrician, local plumber, local builder, local fuel supplier, local trash disposal, local port-a-John's, local insurance agent

City of Caro Planning Commission

Regular meeting held June 11, 2024 called to order at 7:00 p.m. by Chairman Carpenter.

Present: Mike Carpenter, Mike Laethem, Art Rollend, Herb Sheardy and Denise Steffen.

Absent: Bob Eschenbacher and Chad Fields

Others in Attendance: Scott Czasak-City Manager and Karen Snider-City Mayor

Sheardy/Rollend moved to approve the minutes of May 14, 2024 with the spelling correction of Art Rollend's last name. Motion carried.

Karen Snider addressed the Capital Improvement Plan and discussed proper procedure.

Mike Carpenter handed the Chair over to Art Rollend to step-down to present the 150 Montague Ave. Parking Lot Site Plan.

Steffen/Laethem moved to raccept the Parking Lot Site Plan as presented. Motion carried.

Karen Snider commented that the parking lot is needed and added the Strand Theater needs a laser projector to be able to open.

Steffen/Rollend moved to adjourn at 8:07 p.m. Motion carried.

Respectfully submitted by Denise Steffen, Secretary

Caro Parks and Recreation Committee Minutes for June 18th, 2024

Present: Colleen Russell, Tanya Batschke, Sue Ellen Greenlee, Jill White, Sean Smith, Rob Scheil and Jason Davis.

Absent: Jeff Hartel

Others present: Karen Snider, Lauren Amellal, Scott Czasak and Carrie Will.

Call to order at 5:32

Pledge of allegiance

Approval of agenda by Colleen 2nd by Rob with all in favor

Jason Davis named acting Secretary.

City Council Liaison Report: none to give

City Manager Report: Budget is complete, volleyball poles and net arrive Thursday to be installed soon after, disc golf improvements in the budget, introduced Carrie Will as the new Parks and Rec hire, discussed the bathrooms and Bieth Park, announced the story walk trail by Great Start, and stated pavilion rentals are increasing.

Committee reports: Need a volleyball net, Spring cleanup went ok with Colleen and the fair board and 4H committee volunteers

New business:

- a. Proposed Short Term and Immediate Range Projects Review and Action

Discussion was held about upcoming projects

- b. Disc Golf Discussion

Committee of Sean, Rob and Jason appointed to review Disc Golf upgrade proposals.

Old business:

- a. Community Park Pavilion Review and Dedication Discussion

Pavilion is in the process of being installed, Scott will reach out to the family about scheduling a dedication ceremony in August or September, will bring dates to next meeting.

Additional public comment:

Lauren shared summer kickoff budget under projections, downtown development plans for farmers market, food trucks on the fourth, music in the park, rock the block, plans for speakers at Atwood Park and recognized the efforts of the transition center student workers for the city.

Adjourn: Motion by Tanya seconded by Jason with all in favor.

Respectively Submitted by Jason Davis



June 14, 2024

T3 P1 365 *****AUTO**ALL FOR AADC 480
City Of Caro
317 S. State Street
Caro MI 48723-1725



Re: Charter Communications - Upcoming Changes

Dear Franchise Official:

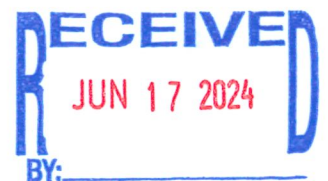
We appreciate our customers and continue to enhance our services with the finest communication and entertainment products available, while also providing a compelling suite of services at the greatest value. Despite our best efforts, rising costs, including programming fees charged by TV networks have impacted our pricing. Customers are being notified via bill message regarding the following price changes that will take effect on or after July 16, 2024. Please note for customers who may be paying a promotional price, the retail price does not take effect until the end of the promotional period.

Product	Price
Acorn TV	Will increase by \$1.01/month.
MAX (includes HBO)	Will increase by \$1.00/month.
MGM+	Will increase by \$1.00/month.
SPP Sports Tier	Will increase to \$3.00/month.
CableCard (includes legacy)	Increasing to \$10.00/month.
CableCard (SPP)	Will increase by \$4.00/month.
Legacy Digital Terminal Adapters	Will increase by \$1.00/month.
Spectrum Receivers (SPP/NPP)	Will increase by \$1.00/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, Government Affairs - Michigan
Charter Communications





TO: Caro City Hall
EVENT: 18TH ANNUAL EXCHANGE CLUB OF CARO TRAIL WALK
WHERE: FOREST ENTRANCE JUST EAST OF M24 ON GUN CLUB RD
WHEN: AUGUST 17TH 2024 9A-2P

WHAT IS A "EXCHANGE CLUB"

Exchange Club of Caro is a member of a National Organization that benefits hundreds of children, and families with our many projects, awards donations and sponsorships throughout the entire year. The Exchange Club promotes Patriotism and service to the community with a special emphasis on fighting child abuse. A great portion of the donations goes to the Child Advocacy Center.

PRIZES: A VIP walker is someone who responds and says they will walk and bring as many friends to the event. The group that brings the most walkers wins a prize. All are invited. There is no fee, we only take donations and the trail walk is our main fundraiser.

The trail itself is easy to walk and has two loops. You choose how far you want to walk. We will be providing donuts, water(cider if available) and music. It is always a fun, relaxing event.

If you wish to be a VIP walker please respond so we can put you on the list so staff knows others will be walking for you also.

Respond by email gskrent@gmail.com or mail Exchange Club of Caro PO box 751 Caro Mi 48723

Thanks much,
Glen Skrent, VP of Exchange Club of Caro



Like us on Facebook @ Exchange Club of Caro

REGULAR MEETING OF THE CARO CITY COUNCIL
June 17, 2024, 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 June 17, 2024, at 6:32 p.m. in the Council Chambers.

Present: Mayor Karen Snider, City Council: Emily Campbell – arrived 6:35 pm, Pamela Iseler, Charlotte Kish, Doreen Oedy and Jill White

Absent: None

Others: Scott Czasak – City Manager, Rita Papp – City Clerk, Brian Newcomb – Police Chief, and other guests

AGENDA APPROVAL

24-M-150

Motion by White, seconded by Iseler to approve the agenda as amended.

Motion Carried.

PUBLIC COMMENT/VISITORS: None

COMMUNICATIONS:

1. Mayor Clarifications
2. Charter Communications – Upcoming Changes
3. Downtown Development Authority Meeting Minutes – June 12, 2024

CONSENT AGENDA:

1. Regular Council Meeting Minutes – June 3, 2024
2. Invoices
3. Department Reports
 - A. Police Report – Chief Brian Newcomb
 - B. Fire Report – Chief Randall Heckroth
 - C. Code Enforcement Report – Randall Heckroth

24-M-151

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

Motion Carried.

REGULAR AGENDA: (action required)

1. Resolution Establishing Election Commission & Approve Election Inspector Pay

24-M-152

Motion by Kish, seconded by Oedy to accept and approve the Resolution Establishing Election Commission & Approve Election Inspector Pay.

Roll Call Vote: Campbell - yes, Iseler - yes, Kish - yes, Oedy - yes, White - yes, Mayor Snider – yes.

Motion carried.

2. DPW Generator Switch Installation

24-M-153

Motion by Iseler, seconded by Kish to authorize the ordering and installation of the automatic generator switch for the DPW building for the estimated cost of \$21,500.00.

Motion carried.

3. Bucket Truck

24-M-154

Motion by White, seconded by Kish to postpone this matter and request further information to be provided to council.

Motion carried.

4. Columbia Street Sewer Lining

24-M-155

Motion by Kish, seconded by Emily to accept the bid from DVM Utilities for the Columbia Sewer Lining project for the bid amount of \$143,000.00 with a description of work and to authorize the City Manager to sign all necessary documents to execute the agreement

Motion carried.

5. Parks & Recreation Committee Applicant

24-M-156

Motion by Mayor Snider, seconded by Kish to appoint Jason Davis to the Parks & Recreation Committee.

Motion carried.

6. Resolution of Adoption FY 2023-2024 Budget Amendments

24-M-157

Motion by Kish, seconded by Campbell to accept and approve the Resolution of Adoption FY 2023-2024 Budget Amendments.

Roll Call Vote: Iseler – yes, Kish – yes, Oedy – yes, White – yes, Campbell – yes, Mayor Snider – yes.

Motion carried.

7. Investment Maturing

24-M-158

Motion by White, seconded by Campbell to instruct the City Treasurer to leave the CD at Independent Bank for another six-month term at 5.00% APY.

Motion carried.

8. Deputy Clerk Proposed Employment Contract

24-M-159

Motion by White, seconded by Campbell to accept and approve the Deputy Clerk Employment Contract as presented.

Roll Call Vote: Kish – yes, Oedy – yes, White – yes, Campbell – yes, Iseler – yes, Mayor Snider – yes.

Motion carried.

9. Set Council Vacancy Interview
Council Vacancy Interview will be scheduled for June 19, 2024 at 7:15 pm.

CLOSED SESSION: Clerk's Employment Evaluation

"For the Clerk's evaluation pursuant to MCL 15.268 Sec 8(a) and Considering the Clerk works at the pleasure of City Council that it is her preference that only Council Members be present."

Enter Closed Session 7:23 pm

24-M-160

Motion by Kish, seconded by Iseler to enter Closed Session "For the Clerk's evaluation pursuant to MCL 15.268 Sec 8(a) and Considering the Clerk works at the pleasure of City Council that it is her preference that only Council Members be present."

Roll Call Vote: Oedy – yes, White – yes, Campbell – yes, Iseler – yes, Kish – yes, Mayor Snider – yes.

Motion carried.

Reconvened from Closed Session 7:42 pm

24-M-161

Motion by White, seconded by Campbell to return to Open Session.

Motion carried.

10. Clerk Proposed Contract

24-M-162

Motion by White, seconded by Kish to approve a 3% increase for the City Clerk.

Motion carried.

ITEMS PENDING/POSTPONED: None

COMMITTEE/LIAISON POSITION REPORTS:

1. Economic Development Corporation (Mayor Snider) – Meeting is tomorrow. Nothing to report.
2. Chamber of Commerce (Manager) – Chamber of Commerce is working on software, golf outing, small business Saturday, Gingerbread Festival, and ribbon cuttings.
3. Downtown Development Authority (Kish) – Discussed Employee Evaluation Committee, FY Budget Adjustments, DDA Logo, and Façade Program.
4. Fair Board (Iseler) – No report.
5. Parks & Recreation (White) – Meeting tomorrow. Commented on Beith Park grand opening.
6. Planning Commission (Vacant) – Site plan on the parking lot was approved.
7. Tuscola County Board of Commissioners (Iseler) – No report.
8. Zoning Board of Appeals (Mayor Snider) – No report.
9. Indianfields Township (Manager) – No report.
10. Almer Township (Campbell) – No report.

MAYOR'S REPORT – Written report submitted.

MANAGER'S COMMENTS – Written report submitted.
Update given on parking lot project.

CLERK'S REPORT – Written report submitted.

TREASURER'S REPORT – Written report submitted.

ADDITIONAL PUBLIC COMMENT:

Tanya Batschke – Commented on Montague Street.

Tisha Jones – Commented on availability for interview on Wednesday.

Councilor Jill White – Commented on skip patching.

City Manager Scott Czasak – Commented on tentative closing of Rite Aid & Shooting incident in Rochester Hills.

24-M-163

Motion by Iseler, seconded by Kish to adjourn the meeting at 8:05 p.m.

Motion carried.



Rita Papp
City Clerk

SPECIAL MEETING OF THE CARO CITY COUNCIL

June 19, 2024, 7:15 P.M.

Council Chambers, 317 S State St, Caro MI 48723

Mayor Karen Snider called the Special Meeting of the City Council to order on June 19, 2024 at 7:15 p.m. in the Council Chambers.

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

Absent: None

Others: Scott Czasak – City Manager, Rita Papp – City Clerk, and other guests

AGENDA APPROVAL

24-M-164

Motion by Char, seconded by Campbell to approve the agenda amended to add: #1 – Clerk Employment Contract.

Motion Carried.

PUBLIC COMMENT/VISITORS:

Tanya Batschke – Requested that the Council to be nice and professional.

SPECIAL AGENDA: (action required)

1. Clerk Employment Contract

24-M-165

Motion by Kish, seconded by Campbell to adopt the Clerk Employment Contract as presented with the appropriate budget adjustments to reflect the 3% annual increase.

Roll Call Vote: Campbell – yes, Iseler – yes, Kish – yes, Oedy – yes, White – yes, Mayor Snider – yes.

Motion carried.

2. Council Vacancy Interview – Tisha Jones

24-M-166

Motion by White, seconded by Iseler to postpone the selection at this time and to repost the council vacancy.

Motion carried.

24-M-167

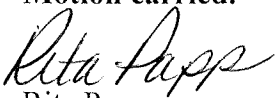
Motion by Kish, seconded by Iseler to direct the City Clerk to repost the council vacancy position until filled.

Motion carried

24-M-168

Motion by Oedy, seconded by White to adjourn the meeting at 7:38 p.m.

Motion carried.



Rita Papp
City Clerk

Report Criteria:

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

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
A CHANCE TO CHANGE DRUG & ALCOHOL TESTIN					
07/24	07/01/2024	78140	101-441-801-000	CONTRACTED SERVICES	100.00
07/24	07/01/2024	78140	101-301-801-000	CONTRACTED SERVICES	25.00
Total A CHANCE TO CHANGE DRUG & ALCOHOL TESTIN:					125.00
AFLAC					
07/24	07/01/2024	78141	101-000-231-003	AFLAC INSURANCE WITHHOLDING	352.82
Total AFLAC:					352.82
AIR ADVANTAGE					
06/24	06/26/2024	800094	101-172-750-001	SOFTWARE MAINTENANCE AGREE'T	50.00
06/24	06/26/2024	800094	101-253-750-001	SOFTWARE MAINTENANCE AGREE'T	50.00
06/24	06/26/2024	800094	101-260-750-001	SOFTWARE MAINTENANCE AGREE'T	50.00
06/24	06/26/2024	800094	101-441-750-001	SOFTWARE MAINTENANCE AGREE'T	64.00
06/24	06/26/2024	800094	591-540-750-001	SOFTWARE MAINTENANCE AGREEM	14.00
06/24	06/26/2024	800094	596-521-750-001	SOFTWARE MAINTENANCE AGREEM	14.00
06/24	06/26/2024	800094	661-575-750-001	SOFTWARE MAINTENANCE AGREE'T	8.00
06/24	06/26/2024	800094	590-540-750-001	SOFTWARE MAINTENANCE AGREEM	90.00
06/24	06/26/2024	800094	661-575-750-001	SOFTWARE MAINTENANCE AGREE'T	10.00
06/24	06/26/2024	800094	101-301-750-001	SOFTWARE MAINTENANCE AGEE'T	100.00
06/24	06/26/2024	800094	248-728-801-000	DDA CONTRACTED SERVICES	58.00
Total AIR ADVANTAGE:					508.00
AMAZON CAPITAL SERVICES					
07/24	07/01/2024	78142	216-336-740-000	OPERATING SUPPLIES	36.53
Total AMAZON CAPITAL SERVICES:					36.53
ANDREW WOLKENS					
06/24	06/21/2024	78139	101-751-958-000	MUSIC IN THE PARK - GRANT	400.00
Total ANDREW WOLKENS:					400.00
AT&T MOBILITY					
07/24	07/01/2024	78143	101-371-853-000	TELEPHONE	24.49
07/24	07/01/2024	78143	216-336-853-000	TELEPHONE	24.48
07/24	07/01/2024	78143	101-301-853-000	TELEPHONE & PAGERS	175.76
07/24	07/01/2024	78143	101-301-750-001	SOFTWARE MAINTENANCE AGEE'T	217.44
07/24	07/01/2024	78143	101-441-853-000	TELEPHONE	8.79
07/24	07/01/2024	78143	202-483-853-000	TELEPHONE	8.79
07/24	07/01/2024	78143	203-483-853-000	TELEPHONE	8.79
07/24	07/01/2024	78143	590-540-853-000	TELEPHONE	8.79
07/24	07/01/2024	78143	591-540-853-000	TELEPHONE	8.78

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
Total AT&T MOBILITY:					486.11
CARO AREA DISTRICT LIBRARY					
06/24	06/19/2024	78132	101-000-432-001	LIEU OF TAX DISTR- MONTAGUE	109.59
06/24	06/19/2024	78132	101-000-432-007	IN LIEU OF TAX DIST-GRANDVIEW	707.86
Total CARO AREA DISTRICT LIBRARY:					817.45
CARO COMMUNITY SCHOOLS					
06/24	06/19/2024	78133	101-000-432-001	LIEU OF TAX DISTR- MONTAGUE	415.98
06/24	06/19/2024	78133	101-000-432-007	IN LIEU OF TAX DIST-GRANDVIEW	2,686.77
Total CARO COMMUNITY SCHOOLS:					3,102.75
CARO TRANSIT AUTHORITY					
06/24	06/19/2024	78134	101-000-432-001	LIEU OF TAX DISTR- MONTAGUE	146.57
06/24	06/19/2024	78134	101-000-432-007	IN LIEU OF TAX DIST-GRANDVIEW	946.71
Total CARO TRANSIT AUTHORITY:					1,093.28
CARTER LUMBER					
07/24	07/01/2024	78144	101-751-776-000	O&M SUPPLIES	63.96
Total CARTER LUMBER:					63.96
COMPANION LIFE INSURANCE CO.					
07/24	07/01/2024	78145	101-172-717-000	LIFE INSURANCE	58.31
07/24	07/01/2024	78145	101-262-717-000	LIFE INSURANCE	3.99
07/24	07/01/2024	78145	101-253-717-000	LIFE INSURANCE	11.97
07/24	07/01/2024	78145	101-260-717-000	LIFE INSURANCE	15.76
07/24	07/01/2024	78145	101-265-717-000	LIFE INSURANCE	14.36
07/24	07/01/2024	78145	101-301-717-000	LIFE INSURANCE	139.65
07/24	07/01/2024	78145	591-540-719-000	SHORT/LONG TERM DISABILITY	96.38
07/24	07/01/2024	78145	596-560-719-000	SHORT/LONG TERM DISABILITY	19.82
07/24	07/01/2024	78145	596-521-719-000	SHORT/LONG TERM DISABILITY	7.14
07/24	07/01/2024	78145	661-575-719-000	SHORT/LONG TERM DISABILITY	24.72
07/24	07/01/2024	78145	590-560-719-000	SHORT/LONG TERM DISABILITY	141.43
07/24	07/01/2024	78145	590-536-719-000	SHORT/LONG TERM DISABILITY	3.57
07/24	07/01/2024	78145	590-540-719-000	SHORT/LONG TERM DISABILITY	230.74
07/24	07/01/2024	78145	590-545-719-000	SHORT/LONG TERM DISABILITY	21.42
07/24	07/01/2024	78145	591-560-719-000	SHORT/LONG TERM DISABILITY	60.12
07/24	07/01/2024	78145	591-536-719-000	SHORT/LONG TERM DISABILITY	3.57
07/24	07/01/2024	78145	203-483-719-000	SHORT/LONG TERM DISABILITY	25.73
07/24	07/01/2024	78145	204-442-719-000	SHORT/LONG TERM DISABILITY	10.71
07/24	07/01/2024	78145	204-483-719-000	SHORT/LONG TERM DISABILITY	9.95
07/24	07/01/2024	78145	248-441-719-000	SHORT/LONG TERM DISABILITY	16.84
07/24	07/01/2024	78145	248-728-719-000	SHORT/LONG TERM DISABILITY	72.36
07/24	07/01/2024	78145	216-336-719-000	SHORT/LONG TERM DISABILITY	75.68
07/24	07/01/2024	78145	101-702-719-000	SHORT/LONG TERM DISABILITY	13.54
07/24	07/01/2024	78145	101-441-719-000	SHORT/LONG TERM DISABILITY	130.26
07/24	07/01/2024	78145	101-751-719-000	SHORT/LONG TERM DISABILITY	7.14

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
07/24	07/01/2024	78145	202-483-719-000	SHORT/LONG TERM DISABILITY	25.73
07/24	07/01/2024	78145	202-463-719-000	SHORT/LONG TERM DISABILITY	17.85
07/24	07/01/2024	78145	203-463-719-000	SHORT/LONG TERM DISABILITY	21.42
07/24	07/01/2024	78145	101-262-719-000	SHORT/LONG TERM DISABILITY	14.61
07/24	07/01/2024	78145	101-253-719-000	SHORT/LONG TERM DISIBILITY	34.05
07/24	07/01/2024	78145	101-260-719-000	SHORT/LONG TERM DISIBILITY	59.07
07/24	07/01/2024	78145	101-265-719-000	SHORT/LONG TERM DISABILITY	42.84
07/24	07/01/2024	78145	101-301-719-000	SHORT/LONG TERM DISABILITY	480.01
07/24	07/01/2024	78145	101-371-719-000	SHORT/LONG TERM DISABILITY	19.61
07/24	07/01/2024	78145	591-536-717-000	LIFE INSURANCE	1.20
07/24	07/01/2024	78145	591-540-717-000	LIFE INSURANCE	32.32
07/24	07/01/2024	78145	596-560-717-000	LIFE INSURANCE	6.38
07/24	07/01/2024	78145	596-521-717-000	LIFE INSURANCE	2.39
07/24	07/01/2024	78145	661-575-717-000	LIFE INSURANCE	6.68
07/24	07/01/2024	78145	101-172-719-000	SHORT/LONG TERM DISABILITY	48.62
07/24	07/01/2024	78145	216-336-717-000	LIFE INSURANCE	18.75
07/24	07/01/2024	78145	590-560-717-000	LIFE INSURANCE	36.31
07/24	07/01/2024	78145	590-536-717-000	LIFE INSURANCE	1.20
07/24	07/01/2024	78145	590-540-717-000	LIFE INSURANCE	83.39
07/24	07/01/2024	78145	590-545-717-000	LIFE INSURANCE	7.18
07/24	07/01/2024	78145	591-560-717-000	LIFE INSURANCE	17.36
07/24	07/01/2024	78145	203-463-717-000	LIFE INSURANCE	7.18
07/24	07/01/2024	78145	203-483-717-000	LIFE INSURANCE	6.08
07/24	07/01/2024	78145	204-442-717-000	LIFE INSURANCE	3.59
07/24	07/01/2024	78145	204-483-717-000	LIFE INSURANCE	2.29
07/24	07/01/2024	78145	248-441-717-000	LIFE INSURANCE	5.19
07/24	07/01/2024	78145	248-728-717-000	LIFE INSURANCE	20.75
07/24	07/01/2024	78145	101-371-717-000	LIFE INSURANCE	4.99
07/24	07/01/2024	78145	101-702-717-000	LIFE INSURANCE	2.99
07/24	07/01/2024	78145	101-441-717-000	LIFE INSURANCE	40.70
07/24	07/01/2024	78145	101-751-717-000	LIFE INSURANCE	2.39
07/24	07/01/2024	78145	202-483-717-000	LIFE INSURANCE	6.08
07/24	07/01/2024	78145	202-463-717-000	LIFE INSURANCE	5.99
Total COMPANION LIFE INSURANCE CO.:					2,300.35

DTE ENERGY

06/24	06/26/2024	800093	590-540-920-000	ELECTRIC	7,550.66
06/24	06/26/2024	800093	101-441-926-000	STREET LIGHTS - ELECTRIC	5,174.68
06/24	06/26/2024	800093	101-441-926-000	STREET LIGHTS - ELECTRIC	97.01
06/24	06/26/2024	800093	101-441-926-000	STREET LIGHTS - ELECTRIC	144.24
06/24	06/26/2024	800093	590-545-920-000	ELECTRIC - LIFT STATIONS	285.06
06/24	06/26/2024	800093	591-540-920-000	ELECTRIC - WELLHOUSES	628.80
06/24	06/26/2024	800093	590-545-920-000	ELECTRIC - LIFT STATIONS	84.83
06/24	06/26/2024	800093	590-545-920-000	ELECTRIC - LIFT STATIONS	53.34
06/24	06/26/2024	800093	590-545-920-000	ELECTRIC - LIFT STATIONS	94.33
06/24	06/26/2024	800093	590-545-920-000	ELECTRIC - LIFT STATIONS	29.83
06/24	06/26/2024	800093	101-265-920-000	ELECTRIC	1,006.82
06/24	06/26/2024	800093	101-441-926-000	STREET LIGHTS - ELECTRIC	19.87
06/24	06/26/2024	800093	101-265-920-000	ELECTRIC	576.54
06/24	06/26/2024	800093	590-545-920-000	ELECTRIC - LIFT STATIONS	64.58
06/24	06/26/2024	800093	101-751-920-000	ELECTRIC	18.98

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
06/24	06/26/2024	800093	101-751-920-000	ELECTRIC	19.38
06/24	06/26/2024	800093	591-540-920-000	ELECTRIC - WELLHOUSES	856.06
06/24	06/26/2024	800093	101-441-926-000	STREET LIGHTS - ELECTRIC	20.11
06/24	06/26/2024	800093	101-754-920-000	ELECTRIC	39.46
06/24	06/26/2024	800093	204-444-920-000	ELECTRIC - PARKING LOTS	39.84
06/24	06/26/2024	800093	590-545-920-000	ELECTRIC - LIFT STATIONS	107.51
06/24	06/26/2024	800093	590-545-920-000	ELECTRIC - LIFT STATIONS	41.85
06/24	06/26/2024	800093	591-540-920-000	ELECTRIC - WELLHOUSES	865.47
06/24	06/26/2024	800093	590-545-920-000	ELECTRIC - LIFT STATIONS	98.25
06/24	06/26/2024	800093	590-545-920-000	ELECTRIC - LIFT STATIONS	31.60
06/24	06/26/2024	800093	101-751-920-000	ELECTRIC	106.78
06/24	06/26/2024	800093	204-444-920-000	ELECTRIC - PARKING LOTS	59.34
06/24	06/26/2024	800093	101-751-920-000	ELECTRIC	55.52
06/24	06/26/2024	800093	101-441-926-000	STREET LIGHTS - ELECTRIC	97.76
06/24	06/26/2024	800093	101-703-920-000	ELECTRIC	18.90
06/24	06/26/2024	800093	591-540-920-000	ELECTRIC - WELLHOUSES	7,905.83
06/24	06/26/2024	800093	204-444-920-000	ELECTRIC - PARKING LOTS	70.42
06/24	06/26/2024	800093	248-728-920-000	ELECTRIC	87.31
06/24	06/26/2024	800093	101-753-920-000	ELECTRIC	129.21
06/24	06/26/2024	800093	101-703-920-000	ELECTRIC	29.70
06/24	06/26/2024	800093	248-728-920-000	ELECTRIC	98.03
06/24	06/26/2024	800093	590-545-920-000	ELECTRIC - LIFT STATIONS	490.28

Total DTE ENERGY: 27,098.18

FIRST BANKCARD

06/24	06/26/2024	800095	101-703-776-000	O&M SUPPLIES	149.81
06/24	06/26/2024	800095	248-728-776-000	DDA OPERATING SUPPLIES	149.82
06/24	06/26/2024	800095	101-751-970-000	CAPITAL OUTLAY	64.35-
06/24	06/26/2024	800095	590-540-960-000	EDUCATION AND TRAINING	829.04-
06/24	06/26/2024	800095	590-540-960-000	EDUCATION AND TRAINING	19.14-
06/24	06/26/2024	800095	591-540-760-000	POSTAGE	21.16-
06/24	06/26/2024	800095	216-336-740-000	OPERATING SUPPLIES	66.96
06/24	06/26/2024	800095	216-336-740-000	OPERATING SUPPLIES	77.84
06/24	06/26/2024	800095	216-336-740-000	OPERATING SUPPLIES	260.74
06/24	06/26/2024	800095	216-336-740-000	OPERATING SUPPLIES	9.52
06/24	06/26/2024	800095	216-336-740-000	OPERATING SUPPLIES	22.23
06/24	06/26/2024	800095	216-336-740-000	OPERATING SUPPLIES	13.65
06/24	06/26/2024	800095	216-336-740-000	OPERATING SUPPLIES	24.44
06/24	06/26/2024	800095	216-336-740-000	OPERATING SUPPLIES	105.84
06/24	06/26/2024	800095	216-336-740-000	OPERATING SUPPLIES	8.25
06/24	06/26/2024	800095	216-336-740-000	OPERATING SUPPLIES	10.43
06/24	06/26/2024	800095	216-336-740-000	OPERATING SUPPLIES	38.92
06/24	06/26/2024	800095	101-260-960-000	EDUCATION AND TRAINING	2.43-
06/24	06/26/2024	800095	101-301-750-000	POLICE TECHNOLOGY	18.14-
06/24	06/26/2024	800095	216-336-740-000	OPERATING SUPPLIES	9.81-
06/24	06/26/2024	800095	216-336-740-000	OPERATING SUPPLIES	31.64
06/24	06/26/2024	800095	216-336-740-000	OPERATING SUPPLIES	577.90
06/24	06/26/2024	800095	216-336-740-000	OPERATING SUPPLIES	9.50

Total FIRST BANKCARD: 593.42

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
FOSTER, SWIFT, COLLINS & SMITH, PC					
07/24	07/01/2024	78146	101-257-801-000	CONTRACTED SERVICES	50.00
07/24	07/01/2024	78146	101-172-801-000	CONTRACTED SERVICES	1,280.00
07/24	07/01/2024	78146	101-260-801-000	CONTRACTED SERVICES	150.00
Total FOSTER, SWIFT, COLLINS & SMITH, PC:					1,480.00
GREAT LAKES LAND MANAGEMENT					
07/24	07/01/2024	78147	101-371-956-000	MISC/CONTINGENCY	300.00
07/24	07/01/2024	78147	101-371-956-000	MISC/CONTINGENCY	300.00
07/24	07/01/2024	78147	101-265-801-000	CONTRACTED SERVICES	1,034.00
07/24	07/01/2024	78147	101-751-801-000	CONTRACTED SERVICES	1,316.00
07/24	07/01/2024	78147	101-754-801-000	CONTRACTED SERVICES	1,175.00
07/24	07/01/2024	78147	101-753-801-000	CONTRACTED SERVICES	1,175.00
07/24	07/01/2024	78147	248-728-801-000	DDA CONTRACTED SERVICES	1,540.00
Total GREAT LAKES LAND MANAGEMENT:					6,840.00
GREAT LAKES PUBLIC SAFETY EQUIPMENT					
07/24	07/01/2024	78148	216-336-970-000	CAPITAL OUTLAY	12,735.00
Total GREAT LAKES PUBLIC SAFETY EQUIPMENT:					12,735.00
HIRSCHMAN OIL SUPPLY INC					
07/24	07/01/2024	78149	590-540-860-000	GAS/OIL/DIESEL	12.26
07/24	07/01/2024	78149	591-540-860-000	GAS & OIL	182.30
07/24	07/01/2024	78149	661-575-860-000	GAS/OIL	794.28
Total HIRSCHMAN OIL SUPPLY INC:					988.84
HOLLOWAY FIRE PROTECTION INC					
07/24	07/01/2024	78150	216-336-740-000	OPERATING SUPPLIES	18.00
Total HOLLOWAY FIRE PROTECTION INC:					18.00
JEREMY HELTON					
07/24	07/01/2024	78151	590-540-853-000	TELEPHONE	210.00
Total JEREMY HELTON:					210.00
JERICHO					
06/24	06/21/2024	78113	101-751-958-000	MUSIC IN THE PARK - GRANT	400.00- V
Total JERICHO:					400.00-
KAPPEN TREE SERVICE					
07/24	07/01/2024	78152	203-463-801-000	CONTRACTED SERVICES	1,750.00
Total KAPPEN TREE SERVICE:					1,750.00
KEITH PRUETER					
07/24	07/01/2024	78153	101-751-958-000	MUSIC IN THE PARK - GRANT	400.00

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
Total KEITH PRUETER:					400.00
KRISTAL'S HELPING HAND LLC					
07/24	07/01/2024	78154	101-441-801-002	CONTRACTED SERV - JANITORIAL	138.34
07/24	07/01/2024	78154	216-336-801-002	CONTRACTED SERV - JANITORIAL	54.14
07/24	07/01/2024	78154	101-301-801-002	CONTRACTED SERV - JANITORIAL	108.34
07/24	07/01/2024	78154	101-253-801-002	CONTRACTED SERV - JANITORIAL	100.28
07/24	07/01/2024	78154	101-172-801-002	CONTRACTED SERV - JANITORIAL	100.28
07/24	07/01/2024	78154	101-260-801-002	CONTRACTED SERV - JANITORIAL	100.28
07/24	07/01/2024	78154	590-540-801-002	CONTRACTED SERV - JANITORIAL	108.34
Total KRISTAL'S HELPING HAND LLC:					710.00
LIST PSYCHOLOGICAL SERVICES					
07/24	07/01/2024	78155	101-000-667-001	RENT - PARK PAVILION	115.00
Total LIST PSYCHOLOGICAL SERVICES:					115.00
MESSA					
07/24	07/01/2024	78156	202-463-716-000	HOSPITALIZATION INSURANCE	358.36
07/24	07/01/2024	78156	202-483-716-000	HOSPITALIZATION INSURANCE	356.18
07/24	07/01/2024	78156	101-172-716-000	HOSPITALIZATION INSURANCE	488.79
07/24	07/01/2024	78156	101-262-716-000	HOSPITALIZATION INSURANCE	255.62
07/24	07/01/2024	78156	101-253-716-000	HOSPITALIZATION INSURANCE	892.55
07/24	07/01/2024	78156	101-260-716-000	HOSPITALIZATION INSURANCE	930.20
07/24	07/01/2024	78156	101-265-716-000	HOSPITALIZATION INSURANCE	860.07
07/24	07/01/2024	78156	101-301-716-000	HOSPITALIZATION INSURANCE	8,722.76
07/24	07/01/2024	78156	591-536-716-000	HOSPITALIZATION INSURANCE	71.67
07/24	07/01/2024	78156	591-540-716-000	HOSPITALIZATION INSURANCE	1,935.16
07/24	07/01/2024	78156	596-560-716-000	HOSPITALIZATION INSURANCE	443.01
07/24	07/01/2024	78156	596-521-716-000	HOSPITALIZATION INSURANCE	143.35
07/24	07/01/2024	78156	661-575-716-000	HOSPITALIZATION INSURANCE	500.71
07/24	07/01/2024	78156	101-000-231-006	HEALTH INSURANCE WITHHOLDING	7,704.84
07/24	07/01/2024	78156	216-336-716-000	HOSPITALIZATION INSURANCE	199.88
07/24	07/01/2024	78156	590-560-716-000	HOSPITALIZATION INSURANCE	3,111.51
07/24	07/01/2024	78156	590-536-716-000	HOSPITALIZATION INSURANCE	71.67
07/24	07/01/2024	78156	590-540-716-000	HOSPITALIZATION INSURANCE	5,095.43
07/24	07/01/2024	78156	590-545-716-000	HOSPITALIZATION INSURANCE	501.71
07/24	07/01/2024	78156	591-560-716-000	HOSPITALIZATION INSURANCE	1,316.30
07/24	07/01/2024	78156	203-463-716-000	HOSPITALIZATION INSURANCE	430.04
07/24	07/01/2024	78156	203-483-716-000	HOSPITALIZATION INSURANCE	356.18
07/24	07/01/2024	78156	204-442-716-000	HOSPITALIZATION INSURANCE	215.02
07/24	07/01/2024	78156	204-483-716-000	HOSPITALIZATION INSURANCE	180.62
07/24	07/01/2024	78156	248-441-716-000	HOSPITALIZATION INSURANCE	71.67
07/24	07/01/2024	78156	248-728-716-000	HOSPITALIZATION INSURANCE	51.12
07/24	07/01/2024	78156	101-371-716-000	HOSPITALIZATION INSURANCE	74.38
07/24	07/01/2024	78156	101-702-716-000	HOSPITALIZATION INSURANCE	99.98
07/24	07/01/2024	78156	101-441-716-000	HOSPITALIZATION INSURANCE	2,942.09
07/24	07/01/2024	78156	101-751-716-000	HOSPITALIZATION INSURANCE	143.35

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
Total MESSA:					38,524.22
MICHIGAN RURAL WATER ASSOCIATION					
07/24	07/01/2024	78157	591-540-801-000	CONTRACTED SERVICES	825.00
Total MICHIGAN RURAL WATER ASSOCIATION:					825.00
MIKE'S LANDSCAPING OF DAVISON LLC					
07/24	07/01/2024	78158	203-463-801-000	CONTRACTED SERVICES	35,793.00
07/24	07/01/2024	78158	202-463-801-000	CONTRACTED SERVICES	936.00
Total MIKE'S LANDSCAPING OF DAVISON LLC:					36,729.00
PITNEY BOWES BANK INC PURCHASE POWER					
06/24	06/26/2024	800096	101-262-760-000	POSTAGE	428.00
06/24	06/26/2024	800096	590-540-760-000	POSTAGE	32.13
06/24	06/26/2024	800096	591-540-760-000	POSTAGE	32.12
06/24	06/26/2024	800096	596-560-760-000	POSTAGE	10.00
Total PITNEY BOWES BANK INC PURCHASE POWER:					502.25
RANDY GUILDS					
07/24	07/01/2024	78164	591-000-255-000	WATER RENTER DEPOSITS	130.34
Total RANDY GUILDS:					130.34
STATE OF MICHIGAN					
06/24	06/19/2024	78135	101-000-432-001	LIEU OF TAX DISTR- MONTAGUE	2,466.51
06/24	06/19/2024	78135	101-000-432-007	IN LIEU OF TAX DIST-GRANDVIEW	15,931.27
06/24	06/19/2024	78135	101-000-432-001	LIEU OF TAX DISTR- MONTAGUE	2,466.51- V
06/24	06/19/2024	78135	101-000-432-007	IN LIEU OF TAX DIST-GRANDVIEW	15,931.27- V
06/24	06/19/2024	78138	101-000-432-001	LIEU OF TAX DISTR- MONTAGUE	2,468.18
06/24	06/19/2024	78138	101-000-432-007	IN LIEU OF TAX DIST-GRANDVIEW	15,941.79
Total STATE OF MICHIGAN:					18,409.97
TEAM ALERT					
07/24	07/01/2024	78159	101-253-801-000	CONTRACTED SERVICES	1,034.24
07/24	07/01/2024	78159	101-260-801-000	CONTRACTED SERVICES	517.12
07/24	07/01/2024	78159	101-172-801-000	CONTRACTED SERVICES	258.59
Total TEAM ALERT:					1,809.95
THE SAFETY COMPANY LLC					
07/24	07/01/2024	78160	661-575-930-000	CONTRACTED REPAIRS	2,134.27
Total THE SAFETY COMPANY LLC:					2,134.27
TUSCOLA COUNTY ADVERTISER					
07/24	07/01/2024	78161	248-728-900-000	ADVERTISING	250.00

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
Total TUSCOLA COUNTY ADVERTISER:					250.00
TUSCOLA COUNTY TREASURER					
06/24	06/19/2024	78136	101-000-432-001	LIEU OF TAX DISTR- MONTAGUE	611.99
06/24	06/19/2024	78136	101-000-432-007	IN LIEU OF TAX DIST-GRANDVIEW	3,952.79
Total TUSCOLA COUNTY TREASURER:					4,564.78
TUSCOLA INTERMEDIATE SCHOOL					
06/24	06/19/2024	78137	101-000-432-001	LIEU OF TAX DISTR- MONTAGUE	312.27
06/24	06/19/2024	78137	101-000-432-007	IN LIEU OF TAX DIST-GRANDVIEW	2,016.94
Total TUSCOLA INTERMEDIATE SCHOOL:					2,329.21
UNIFIRST CORPORATION					
07/24	07/01/2024	78162	101-265-776-000	O&M SUPPLIES	23.00
07/24	07/01/2024	78162	101-265-776-000	O&M SUPPLIES	19.00
07/24	07/01/2024	78162	216-336-740-000	OPERATING SUPPLIES	25.75
07/24	07/01/2024	78162	101-265-776-000	O&M SUPPLIES	18.45
07/24	07/01/2024	78162	590-540-776-000	OM&R SUPPLIES NORMAL	21.64
Total UNIFIRST CORPORATION:					107.84
W W WILLIAMS					
07/24	07/01/2024	78163	590-545-801-000	CONTRACTED SERVICES	548.98
07/24	07/01/2024	78163	590-545-801-000	CONTRACTED SERVICES	485.00
Total W W WILLIAMS:					1,033.98
WATER SOLUTIONS UNLIMITED					
07/24	07/01/2024	78165	590-540-776-004	CHEMICAL SUPPLIES FOR PLANT	1,150.00
07/24	07/01/2024	78165	591-540-776-000	O&M SUPPLIES	2,190.80
Total WATER SOLUTIONS UNLIMITED:					3,340.80
WITMER PUBLIC SAFETY GROUP					
07/24	07/01/2024	78166	216-336-740-000	OPERATING SUPPLIES	197.95
Total WITMER PUBLIC SAFETY GROUP:					197.95
Grand Totals:					172,714.25

CITY OF CARO

CITY MANAGER
SCOTT R. CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
TAMMY RIES
CITY ATTORNEY
LAURA GENOVICH

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

MEMORANDUM

TO: Caro City Council
FROM: City Manager Scott R. Czasak
DATE: Wednesday, June 26, 2024
RE: Agenda Item – Bids for Clean Water State Revolving Fund (CWSRF) Projects for the Wastewater Treatment system.

Members of the Caro City Council,

As you know, the City has been engaged in a process for over a year to examine improvements to the Wastewater Treatment system in the City through a low-interest loan from the CWSRF. As such, we are at the point in the process where the project was placed out for bids, and we have received the results of the bids. Importantly, even though per the process of the State we were required to bid the entire project, it is still within the discretion of City Council to award part of the project at this time and rebid the other portions later.

As such, the project was placed out for bids per state requirements and City policy, i.e., in The Advertiser, the City of Caro website and Facebook page. Also, this was placed by the City on BidNet, an online bid site for those seeking bids. The bid sheet is attached as compiled by HRC, with some mathematical corrections from the bidders. HRC reviewed the bidders, and as noted in their memo they have worked with all four bidders and found them to be capable of completing the work.

During the FY 2024/2025 budget process, we budgeted \$8.25 million dollars to complete the High Priority projects this year, however, with the entire project coming in at a low bid of \$8,735,510.89, which will be paid out in installments as the project is completed over the next two years, it is the recommendation of HRC, the WWTP Superintendent, and the City Manager that the Council award the entire project to E&L Construction Group of Flint, MI for the bid price of \$8,735,510.89.

Consequently, if the City Council wishes to proceed with any portion of the project, the proposed resolution needs to be adopted in order to allow the Phase III paperwork to be filed in a timely manner by July 8, 2024. If the Council wishes to proceed with only a portion of the project the resolution will have to be adopted with the price adjusted to reflect the Council's will.

Your options for motions are:

1. Adopt Resolution 2024-13 to award the Caro Wastewater Treatment system improvements to E&L Construction Group of Flint, MI for the bid price of \$8,735,510.89.
2. Adopt Resolution 2024-13 to award selected Caro Wastewater Treatment system improvements to E&L Construction Group of Flint, MI for the bid price of those projects.
3. Adopt Resolution 2024-13 to award the Caro Wastewater Treatment system improvements to another bidder at the full bid price.
4. Adopt Resolution 2024-13 to award selected Caro Wastewater Treatment system improvements to another bidder at the bid price of those projects.
5. Take no action.

BID TABULATION		CITY OF CARO, MI		CWSRF #5881-01		Bids Due: Monday, June 24, 2023 at 1:00 p.m.	
CARO AREA WWTP & COLLECTION SYSTEM IMPROVEMENTS		HRC Job # 20221089		E & L Construction Group		3040 Airpark Drive South	
CITY OF CARO, MI		Midwest Power Systems		Sorensen Gross Company		Flint, MI 48507, 810-744-4300	
CWSRF #5881-01		Commercial Contracting Corporation		Sorensen Gross Company		E & L Construction Group	
4260 North Atlantic Blvd.		2401 Hickory Oak		1111 E. Court Street, Suite 1-S		3040 Airpark Drive South	
Auburn Hills, MI 48326, 248-209-0424		Midford, MI 48380, 248-770-5121		Flint, MI 48502, 810-767-4821		Flint, MI 48507, 810-744-4300	
Item	Quantity	Unit	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price
BASE BID							
1.	1	LS	\$460,980.00	\$460,980.00	\$430,500.00	\$430,500.00	\$186,473.00
2.	1	LS	\$10,000.00	\$10,000.00	\$4,500.00	\$4,500.00	\$22,868.00
3.	1	LS	\$25,000.00	\$25,000.00	\$10,000.00	\$10,000.00	\$23,469.00
4.	1	LS	\$11,000.00	\$11,000.00	\$8,900.00	\$8,900.00	\$9,405.00
5.	1	LS	\$550,000.00	\$550,000.00	\$533,400.00	\$533,400.00	\$649,379.00
6.	1	LS	\$553,000.00	\$553,000.00	\$794,528.00	\$794,528.00	\$688,852.00
7.	1	LS	\$528,000.00	\$528,000.00	\$434,364.00	\$434,364.00	\$713,444.00
8.	1	LS	\$1,090,000.00	\$1,090,000.00	\$1,530,500.00	\$1,530,500.00	\$1,327,830.00
9.	1	LS	\$377,000.00	\$377,000.00	\$565,000.00	\$565,000.00	\$526,927.00
10.	1	LS	\$209,000.00	\$209,000.00	\$2,008,650.00	\$2,008,650.00	\$1,475,120.00
11.	35000	Gal	\$12.00	\$420,000.00	\$3.65	\$127,750.00	\$4.47
12.	1	LS	\$4,922,625.00	\$4,922,625.00	\$1,180,000.00	\$1,180,000.00	\$2,030,982.00
13.	140	LF	\$110.00	\$15,400.00	\$120.00	\$16,800.00	\$36.82
14.	645	LF	\$55.00	\$35,475.00	\$79.00	\$50,955.00	\$17.27
15.	325	LF	\$55.00	\$17,875.00	\$69.00	\$22,475.00	\$17.27
16.	55	SF	\$160.00	\$8,800.00	\$207.41	\$11,407.55	\$40.28
17.	10	SF	\$225.00	\$2,250.00	\$403.00	\$3,990.00	\$40.28
18.	10	SF	\$325.00	\$3,250.00	\$474.50	\$4,745.00	\$40.28
19.	252	EA	\$120.00	\$30,240.00	\$135.26	\$34,085.52	\$109.31
20.	14	EA	\$300.00	\$4,200.00	\$318.50	\$4,459.00	\$143.83
21.	15	CYD	\$3,000.00	\$45,000.00	\$5,655.00	\$84,825.00	\$2,013.62
22.	2200	SF	\$20.00	\$44,000.00	\$7.23	\$15,901.60	\$8,370.75
23.	2	EA	\$1,000.00	\$2,000.00	\$448.50	\$897.00	\$33,154.00
24.	1	LS	\$10,000.00	\$10,000.00	\$20,000.00	\$20,000.00	\$3,450.00
25.	100	LF	\$130.00	\$13,000.00	\$13.00	\$1,300.00	\$7,000.00
26.	10	LF	\$25.00	\$250.00	\$44.85	\$448.50	\$172.70
27.	1	LS	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
28.	1	LS	\$655,950.00	\$655,950.00	\$655,950.00	\$655,950.00	\$655,950.00
29.	1	LS	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
30.	1	LS	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
31.	1	LS	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00
TOTAL Amount of Bid - BASE BID				\$10,004,295.00		\$9,758,866.11	\$8,755,510.89
ENGINEER:							
Hubbel, Roth & Clark, Inc.							
555 Hulet Drive							
Bloomfield Hills, MI 48302							
* Corrected by Engineer							



555 Hulet Drive
Bloomfield Hills, MI 48302-0360
248-454-6300
www.hrcengr.com



June 25, 2024

City of Caro
317 S. State Street
Caro, Michigan 48723
Attn: Mr. Scott Czasak, City Manager

Sent VIA Email: sczasak@carocity.net

Re: WWTP & Collection System Improvements Project
Review of Bids Received

HRC Job No. 20221089

Dear Mr. Czasak:

On June 24, 2024, the City's Purchasing Department received and opened bids for the above referenced project. A total of four bids were opened and are summarized as follows:

Bidder	Base Bid Amount
E&L Construction Group	\$ 8,735,510.89
Sorensen Gross	\$ 8,796,544.00
Midwest Power Systems	\$ 9,758,866.11
Commercial Contracting Corporation	\$ 10,004,295.00

The lowest responsive bidder is E&L Construction Group of Flint, Michigan.

HRC has worked with all four firms successfully on recent projects and believe that all are capable of performing the work for this Project. We are not aware of any negative references for recent projects from any firm. We therefore have no concerns with the City awarding the project to any bidder.

We do recommend that the City pass a resolution of attached tentative Contract award on July 1, 2024, and submit the required Part III application to EGLE in accordance with the executed milestone schedule by July 8, 2024. Both of these dates must be adhered to in order to remain eligible for the CWSRF low interest loan.

If you have any questions or require any additional information, please contact the undersigned.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.

Sally L. Duffy, P.E.
Manager

pc: City of Caro; David Dienes
HRC; Tom Maxwell, Aaron Uranga, Sally Duffy

Attachments: Bid Tabulation, proposed resolution

CITY OF CARO
A RESOLUTION TO TENTATIVELY AWARD
A CONSTRUCTION CONTRACT
FOR WASTEWATER SYSTEM IMPROVEMENTS
Resolution No. 2024-13

WHEREAS, the **City of Caro** wishes to construct improvements to its existing wastewater treatment and collection system; and

WHEREAS, the wastewater system improvements project formally adopted on **April 3, 2023** will be funded through **Michigan's Clean Water State Revolving Funds Program (CWSRF Project #5881-01)**; and

WHEREAS, the **City of Caro** has sought and received construction bids for the proposed improvements and has received a low bid in the amount of \$ **\$8,735,510.89** from **E & L Construction Group, Inc. of Flint, Michigan**; and

WHEREAS, the project engineer, **Hubbell, Roth & Clark, Inc.**, has reviewed the bids and has no concern with award of the Contract to the low bidder.

NOW THEREFORE BE IT RESOLVED, that the **City of Caro** tentatively awards the contract for construction of the proposed wastewater system improvements project to **E & L Construction Group, Inc.**, contingent upon successful financial arrangements with the **CWSRF Program**.

- Yes:
- No:
- Abstain:
- Absent:

I certify that the above Resolution was adopted by the **City of Caro** on **Monday, July 1, 2024**.

BY:

Karen Snider

City of Caro Mayor

Signature

Date

Rita Papp

City of Caro Clerk

Signature

Date



SUMMARY OF BID ITEMS, E AND L CONSTRUCTION GROUP

Bloomfield Hills, MI

Telephone: (248) 454-6300

PROJECT: Caro Area WWTP & Collection System Improvements
 LOCATION: Caro Area WWTP
 BASIS FOR ESTIMATE: CONCEPTUAL PRELIMINARY FINAL
 WORK: Improvements to Existing WWTP Equipment
New Electrical and Communication for Lift Stations, New LS #8

DATE: 6/27/2024
 PROJECT NO. 20221089
 ESTIMATOR: SLD
 CHECKED BY: JMB
 CURRENT ENR: 13532

Bid Item#	Item Description	Quantity	Unit	Unit Amount	Total Cost
1	Mobilization (5% Max)	1	LS	\$186,473	\$186,473
4	Soil Erosion and Sedimentation Control	1	LS	\$9,405	\$9,405
12	WWTP Improvements, Lump Sum	1	LS	\$2,030,982	\$2,030,982
29	Permit Fee Allowance	1	LS	\$25,000	\$25,000
31	Owner Contingency Allowance	1	LS	\$100,000	\$100,000
SUBTOTAL MOBILIZATION, PERMITS AND 1% CHANGE ALLOWANCE:					\$2,351,860
10	Pump Station #8 Improvements	1	LS	\$1,475,120	\$1,475,120
2	Color Audio-Video Recording (Primarily for LS #8)	1	LS	\$22,868	\$22,868
3	Traffic Maintenance & Control (Primarily for LS #8)	1	LS	\$23,469	\$23,469
30	DTE Service Allowance (Primarily for LS #8)	1	LS	\$15,000	\$15,000
SUBTOTAL LS #8 WORK:					\$1,536,457
27	Pump Maintenance Allowance	1	LS	\$20,000	\$20,000
8	Primary Digester Cover Replacement	1	LS	\$1,327,830	\$1,327,830
11	Digester Biosolids Removal & Disposal	35,000	Gal	\$4	\$156,450
9	Primary Digester Mixing System	1	LS	\$526,927	\$526,927
SUBTOTAL DIGESTER SYSTEM IMPROVEMENTS:					\$2,031,207
13	Horizontal Expansion Joint Repair - Type 1	140	LF	\$37	\$5,155
14	Pressure Inject non-weeping cracks - Type 2A	645	LF	\$17	\$11,139
15	Pressure Inject non-weeping cracks - Type 2B	325	LF	\$17	\$5,613
16	Concrete Surface Repair - Type 3A	55	SF	\$40	\$2,215
17	Concrete Surface Repair - Type 3B	10	SF	\$40	\$403
18	Concrete Surface Repair - Type 3C	10	SF	\$40	\$403
19	Removal of embedment repair - Type 4	252	EA	\$109	\$27,546
20	Removal of guard rail post repair - Type 5	14	EA	\$144	\$2,014
21	Concrete Grout Topping Repair - Type 6	15	CYD	\$558	\$8,371
22	Concrete waterproofing coating repair - Type 7	2,200	SF	\$15	\$33,154
23	Guardrail Repair - Type 8	2	EA	\$1,725	\$3,450
24	Painting - Secondary Clarifier Building	1	LS	\$7,000	\$7,000
25	Masonry Repointing	100	LF	\$17	\$1,727
26	Cracked CMU Repairs	10	LF	\$17	\$173
SUBTOTAL STRUCTURAL AND DECK REPAIRS:					\$108,362
5	Grit System Improvements	1	LS	\$649,379	\$649,379
6	Secondary Clarifier Improvements	1	LS	\$688,852	\$688,852
7	UV Disinfection System	1	LS	\$713,444	\$713,444
28	SCADA Allowance (for all pump stations and WWTP)	1	LS	\$655,950	\$655,950
SUBTOTAL ADDITIONAL WORK ITEMS					\$2,707,625
TOTAL BID PRICE CONSTRUCTION:					\$8,735,510.89
	Asset Management CCTV of Sewers	1	LS		\$100,000
*	Approved Engineering (Planning, Design, Construct)	1	LS		\$1,698,000
TOTAL PROJECT COST					\$10,533,511
EGLE 6% Contingency					\$630,000
TOTAL CWSRF Costs					\$11,163,511

Report Criteria:
 Detail report type printed
 Vendor: Vendor number = 596

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
596	HUBBELL, ROTH & CLAR	0215947	PLANS & SPECS CITY OF	1	04/09/2024	60,118.98	.00	60,118.98	77964	05/06/2024
		0217497	PLANS & SPECS CITY OF	1	06/03/2024	76,770.39	.00	76,770.39	78084	06/07/2024
		203959	PLAN REVIEW FY 2024 C	1	02/16/2023	1,628.35	.00	1,628.35	76463	03/06/2023
		204542	STUDY REVIEW OF DIGE	1	03/10/2023	4,909.10	.00	4,909.10	76517	03/20/2023
		204543	PLANS & SPECS CITY OF	1	03/10/2023	4,201.23	.00	4,201.23	76517	03/20/2023
		205490	STUDY REVIEW OF DIGE	1	04/12/2023	6,387.06	.00	6,387.06	76646	05/01/2023
		205492	PLANS & SPECS CITY OF	1	04/12/2023	5,494.43	.00	5,494.43	76646	05/01/2023
		206130	PLANS & SPECS CITY OF	1	05/11/2023	325.96	.00	325.96	76750	06/05/2023
		206139	STUDY PLAN REVIEW FY	1	05/11/2023	10,376.89	.00	10,376.89	76750	06/05/2023
		206987	STUDY PLAN REVIEW FY	1	06/14/2023	1,270.49	.00	1,270.49	76850	07/03/2023
		206988	PLANS & SPECS CITY OF	1	06/14/2023	703.02	.00	703.02	76850	07/03/2023
		207765	PLANS & SPECS CITY OF	1	06/30/2023	4,745.41	.00	4,745.41	76896	07/17/2023
		208664	PLANS & SPECS CITY OF	1	07/31/2023	4,797.11	.00	4,797.11	77021	08/18/2023
		209769	PLANS & SPECS CITY OF	1	09/01/2023	13,756.51	.00	13,756.51	77141	09/18/2023
		210452	PLANS & SPECS CITY OF	1	09/25/2023	3,025.31	.00	3,025.31	77253	10/16/2023
		211533	STUDY PLAN REVIEW FY	1	10/27/2023	1,294.60	.00	1,294.60	77409	11/20/2023
		211555	PLANS & SPECS CITY OF	1	10/27/2023	4,473.50	.00	4,473.50	77409	11/20/2023
		212279	PLANS & SPECS CITY OF	1	11/20/2023	13,347.24	.00	13,347.24	77454	12/04/2023
		213231	PLANS & SPECS CITY OF	1	12/19/2023	12,000.53	.00	12,000.53	77576	01/02/2024
		214140	PLANS & SPECS CITY OF	1	01/30/2024	32,949.83	.00	32,949.83	77730	02/19/2024
		214486	PLANS & SPECS CITY OF	1	02/12/2024	37,773.07	.00	37,773.07	77778	03/04/2024
		215132	PLANS & SPECS CITY OF	1	03/08/2024	67,155.60	.00	67,155.60	77827	03/18/2024
		216668	PLANS & SPECS CITY OF	1	05/03/2024	71,730.92	.00	71,730.92	78008	05/20/2024
Total 596:						439,235.53	.00	439,235.53		
Grand Totals:						439,235.53	.00	439,235.53		

Approved Engineering \$1,698,000.00
 Paid to HRC - \$439,235.53

Approv. Amt Remaining for Engineering \$1,258,764.47

* Total CW SRF Costs (Approximate) \$10,724,275.47 *

CITY OF CARO

CITY MANAGER
SCOTT R. CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
TAMMY RIES
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
VACANT
PAMELA ISELER
CHARLOTTE KISH
DOREEN OEDY
JILL WHITE

MEMORANDUM

TO: Caro City Council
FROM: City Manager Scott R. Czasak
DATE: Wednesday, June 26, 2024
RE: Agenda Item – Generator Service and Maintenance

Members of the Caro City Council,

As you may know, the City contracts for a provider of services to maintain and service the multiple generators used by the City, both standing and mobile units. As our contract with our existing vendor was up for renewal the contract was placed out for bids. Previously, the contract was for 1 year, however, in an attempt to get a better contract with a longer term, a 3-year proposal was sought.

As such, the project was placed out for bids per policy, i.e., in The Advertiser, the City of Caro website and Facebook page. Also, this was placed by the City on BidNet, an online bid site for those seeking bids, and was also picked up by Construct Connect, an online clearing house of bidders. The following three bids were received:

Bidder	Location	Bid Amount
Ancona Controls	Wixom, MI	\$10,115.00 annually
Problem Solved LLC	Bad Axe, MI	\$12,270.00 annually
Browning Power Systems	Saginaw, MI	\$7,700.00 annually

After a review of the services offered, which were in alignment with all three bidders, and a review of references and work history for each bidder, it is the recommendation of the DPW and WWTP Superintendents and myself that the City award the contract to Browning Power Systems for the bid price of \$7,700.00 per year for a three-year term.

Your options for motions are:

1. Accept the bid from Browning Power Systems to perform maintenance and service for City generators for the bid amount of \$7,700.00 per year for a period of three years and authorize the City Manager to sign all necessary documents to execute the bid.
2. Accept another bid to perform maintenance and service for City generators for the amount bid per year for a period of three years and authorize the City Manager to sign all necessary documents to execute the bid.
3. Instruct the City Manager to rebid the project.
4. Postpone for further discussion.
5. Take no action.

BROWNING POWER SYSTEMS

generator sales and service



Phone: 989.702.2071 Fax: 989.301.0144 10255 Gratiot Rd, Ste B, Saginaw, MI 48609
Toll Free: 844-442-8418

SCHEDULED MAINTENANCE AGREEMENT

This inspection agreement is entered into by Browning Power Systems, LLC. (BPS) and the generation set owner(s) (hereinafter referred to as "Customer") named for the purpose of inspecting the emergency standby generating set(s) and associated equipment listed below in an attempt to minimize the necessity for emergency attention.

Upon acceptance of this agreement, BPS will render the services below on this equipment. It will be inspected during regular business hours, 1 time(s) each year while this agreement remains in effect. These inspections will include the following:

1. Inspect spark plugs. Inspect glow plugs and manifold heaters (diesel engine).
2. Inspect ignition points, adjust if necessary.
3. Change engine lubrication oil and filter(s) one time per year.
4. Replace fuel filter(s) one time per year.
5. Replace coolant filter one time per year.
6. Inspect and lubricate distributor, battery charging generator/alternator, starter, and governor.
7. Inspect cooling system for leaks, residue and operation. Check antifreeze solution.
8. Inspect entire fuel system. Clean sediment bowls and/or fuel filters.
9. Inspect all belts, adjust as necessary.
10. Inspect battery and connections. Add water as required. Clean and grease terminals, recharge as necessary.
11. Inspect air cleaner. Clean and refill (oil bath) or remove dust (dry type).
12. Inspect battery-charging generator/alternator.
13. Inspect and clean generator brush holders and brushes. Inspect exciter and grease end bell bearings.
14. Inspect safety shutdown devices. This includes simulating faults on low oil pressure cut-off (LOPKO), high water temperature cut-off (HATKO), over speed cut-off (OSKO).
15. Inspect and clean engine/generator set control.
16. Run generator set (under load where practical) to:
A) Check voltage, B) check frequency, C) check instrument systems, D) make minor adjustments to carburetor/fuel system and governor.
17. Submit inspection report to owner advising that inspection has been completed and suggesting any further parts or work required, and/or recommended.
18. Instruct personnel on proper operating and upkeep procedures.
19. Check engine crankshaft web deflection, check alignment if applicable.

BROWNING POWER SYSTEMS

generator sales and service



Phone: 989.702.2071 Fax: 989.301.0144 10255 Gratiot Rd, Ste B, Saginaw, MI 48609
Toll Free: 844-442-8418

It is understood this contract does not include any parts, lubricants or coolant solutions OTHER THAN THOSE LISTED. Any labor required other than that specifically mentioned previously will be billed to the Customer at the regular rate.

This contract does not include expenses to repair damage caused by abuse, accident, theft, acts of a third person, forces of nature or modification of the equipment named below.

This agreement is not assignable without the consent of BPS. This contract remains in effect for one (1) year(s), commencing on the date the contract is signed by the Customer and shall automatically renew commencing on the last day of the preceding term unless written notice of termination is received by either party at least (30) days prior to the end of the initial term or any subsequent term.

SITE	KW	ANNUAL VISIT
Arsenic Treatment	70	\$300.00
WTP Westchester Lift	70	\$300.00
WTP DPW Office	80	\$400.00
WTP Well #7	150	\$450.00
Fire/City Hall	85	\$300.00
Water Tower	10	\$220.00
WWTP	400	\$600.00
WWTP Portable	100	\$400.00
Lift Station #1	180	\$500.00
Lift Station #2	50	\$350.00
Lift Station #3	50	\$350.00
Lift Station #4	50	\$350.00
Lift Station #5	50	\$350.00
Lift Station #6	20	\$350.00
Lift Station #7	50	\$350.00
Lift Station #8	30	\$350.00
Lift Station #9	20	\$350.00
Lift Station #10	20	\$350.00
Lift Station #11	20	\$350.00

Total Annual Cost: \$7,770.00

BROWNING
POWER SYSTEMS
generator sales and service



Phone: 989.702.2071 Fax: 989.301.0144 10255 Gratiot Rd, Ste B, Saginaw, MI 48609
Toll Free: 844-442-8418

EQUIPMENT OWNER

CITY OF CARO
317 S STATE ST
CARO, MI 48723
CITY MANAGER – SCOTT R CZASAK 989-673-7671
SCZASAK@CAROCITY.NET

SIGNED: _____
PRINT NAME: _____ DATE: _____

CONTRACTOR

BROWNING POWER SYSTEMS, LLC.
10255 GRATIOT RD. STE B
SAGINAW, MI 48609

SIGNED: _____
PRINT NAME: _____ DATE: _____

QACD19 COMPARIS

City of Caro	Generator Mfr.	Model Number	Yearly Maintenance
Arsenic Treatment	Onan	GGHF-5569978	\$610.00
WWTP	Onan	502FDR7022JJW	\$385.00
Liftstation #5	Generac	RD05033JDAL	\$610.00
WTP Westchester Lift	Onan	GGHF-5569978	\$610.00
WWTP Portable	Marathon	440FDR3017GGA000W	\$385.00
Liftstation #6	Generac	RD02025ADAL	\$385.00
WTP DPW Office	Onan	GGHF-4488354	\$610.00
WWTP Portable	Sullair	S59DWPE	\$385.00
Liftstation #7	Generac	RD02025ADAL	\$385.00
WTP Well #7	Onan	DGFA-5747528	\$725.00
Liftstation #1	Onan	DSGAC-7638661	\$725.00
Liftstation #8	Generac	RD03022JDAL	\$385.00
WTP Well #8	MTU	6R0120DS150	\$610.00
Liftstation #2	Generac	RD05033JDAL	\$385.00
Liftstation #9	Generac	RD02025JDAL	\$385.00
Fire/City Hall	Onan	GGHG-5710062	\$610.00
Liftstation #3	Generac	RD05033JDAL	\$385.00
Liftstation #10	Generac	RD02025ADAL	\$385.00
Water Tower	Generac	G0071710	\$385.00
Liftstation #4	Generac	RD05033JDAL	\$385.00
Liftstation #11	Generac	RD02025ADAL	\$385.00
Maintenance Total			\$10,115.00

PROBLEM SOLVED LLC

ARSENIC PLANT
INSPECTION-\$180
P.M. -\$310
TOTAL-\$490

WWTP
INSPECTION-\$180
P.M. -\$600
TOTAL-\$780

LIFTSTATION 5
INSPECTION-\$180
P.M. -\$600
TOTAL-\$780

WTP WESTCHESTER LIFT
INSPECTION-\$180
P.M. -\$310
TOTAL-\$490

WWTP PORTABLE
INSPECTION-\$180
P.M. -\$420
TOTAL-\$600

LIFTSTATION 6
INSPECTION-\$180
P.M. -\$420
TOTAL-\$600

WTP DPW OFFICE
INSPECTION-\$180
P.M. -\$420
TOTAL-\$600

WWTP PORTABLE
INSPECTION-\$180
P.M. -\$320
TOTAL-\$500

LIFTSTATION 7
INSPECTION-\$180
P.M. -\$600
TOTAL-\$780

WTP WELL 7
INSPECTION-\$180
P.M. -\$480
TOTAL-\$660

LIFTSTATION 1
INSPECTION-\$180
P.M. -\$480
TOTAL-\$660

LIFTSTATION 8
INSPECTION-\$180
P.M. -\$420
TOTAL-\$600

WTP WELL 8
INSPECTION-\$180
P.M. -\$540
TOTAL-\$720

LIFTSTATION 2
INSPECTION-\$180
P.M. -\$600
TOTAL-\$780

LIFTSTATION 9
INSPECTION-\$180
P.M. -\$420
TOTAL-\$600

FIRE/CITY HALL
INSPECTION-\$180
P.M. -\$310
TOTAL-\$490

LIFTSTATION 3
INSPECTION-\$180
P.M. -\$600
TOTAL-\$780

LIFTSTATION 10
INSPECTION-\$180
P.M. -\$420
TOTAL-\$600

WATER TOWER
INSPECTION-\$180
P.M. -\$200
TOTAL-\$380

LIFTSTATION 4
INSPECTION-\$180
P.M. -\$600
TOTAL-\$780

LIFTSTATION 11
INSPECTION-\$180
P.M. -\$420
TOTAL-\$600

ASSET YEARLY MAINTENANCE TOTAL-\$13,270
THREE (3) YEAR GRAND TOTAL-\$39,810

CITY OF CARO

CITY MANAGER
SCOTT R. CZASAK
CITY CLERK
RITA PAPP
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CHARLOTTE KISH
DOREEN OEDY
JILL WHITE

MEMORANDUM

TO: Caro City Council
FROM: City Manager Scott R. Czasak
DATE: Wednesday, June 26, 2024
RE: Agenda Item – HVAC System Maintenance

Members of the Caro City Council,

As you may know, the City contracts for a provider of services to maintain and service the HVAC systems at City Hall, the DPW Garage, and the WWTP buildings. As our contract with our existing vendor was up for renewal the contract was placed out for bids. Previously, the contract was for 1 year, however, in an attempt to get a better contract with a longer term, a 3-year proposal was sought.

As such, the project was placed out for bids per policy, i.e., in The Advertiser, the City of Caro website and Facebook page. Also, this was placed by the City on BidNet, an online bid site for those seeking bids, and was also picked up by Construct Connect, an online clearing house of bidders. The following two bids were received:

Bidder	Location	Bid Amount
Custom Heating and Cooling	Linwood, MI	\$14,430.00 over 3 years.
JE Johnson Inc	Midland, MI	\$7,200.00 over 3 years.

After a review of the services offered, which were in alignment with both bidders, and a review of references and work history for each bidder, it is the recommendation of the DPW and WWTP Superintendents and myself that the City award the contract to JE Johnson Inc. for the bid price of \$7,200.00 for a three-year term.

Your options for motions are:

1. Accept the bid from JE Johnson Inc to perform maintenance and service for the City HVAC systems for the bid amount of \$7,200.00 for a period of three years and authorize the City Manager to sign all necessary documents to execute the bid.
2. Accept the bid from Custom Heating and Cooling to perform maintenance and service for the City HVAC systems for the bid amount of \$14,430.00 for a period of three years and authorize the City Manager to sign all necessary documents to execute the bid.
3. Instruct the City Manager to rebid the project.
4. Postpone for further discussion.
5. Take no action.



J.E. JOHNSON INC.

Commercial - Industrial - Residential

989-835-6671

Three-Year Standard Maintenance Agreement prepared for:

City of Caro
317 S. State St.
Caro, MI 48723
Attn: City Clerk

HVAC Maintenance Services

Scope of Work:

Scheduled Maintenance Service Program

- Routine maintenance inspections are performed two (2) times each year. (Months TBD)
- Fall/Spring start up and inspections will be scheduled in advance.
- Troubleshooting HVAC equipment as needed.
- Filters and belts will be checked and replaced as needed.
- Calibration and adjustment of HVAC controls as needed.
- Efficiency testing and adjustments as needed.

Emergency Service

- Emergency service and repairs are available on a 24-hour basis.

Replacement Parts

- Parts and materials shall be authorized by city representative.
- All parts and materials will be invoiced in addition to the contract price.

Inspections

- This coverage includes operation inspections and periodic maintenance inspections per year as indicated.

Written Reports

- Written reports/work requests will be provided in detail to the customer representative of the work being performed or inspection reports.

Preferred service and contract service rate

- This contract included preferential service to the customer over non-contract customers. For work outside the scope of contract, the specified contract rate applies. This rate is provided and broken down on Schedule B.

P.O. Box 1863 | Midland, MI 48641-1863 | 1550 E. Virginia Dr. | Midland, MI 48642

P: (989) 321-9355 | (800) 646-2690 | F: (989) 835-7147 | www.jejohnson.com

Procedures:

- J.E. Johnson will provide a detailed description of the various procedures.
- Technician will lubricate all equipment where needed to permit bearings, gears and all contact wearing points to operate freely without undue wear.
- CSD-1 inspections on all boilers for the State of Michigan.

Terms of the Agreement:

- This agreement shall remain in effect for a period of three (3) years.
- Both parties reserve the right to cancel this agreement, with cancellation in effect for thirty (30) days after written notice has been received by either party.
- In the event a non-contract service call is needed, J.E. Johnson will accommodate in a reasonable time to meet the district's expectations.
- Materials and parts are not covered under this agreement. Any parts needed to fix the HVAC system will be broken out in a detailed invoice. Any part or repair required that exceeds \$250 will be submitted for prior approval.
- Any work outside of this contract will be submitted for the City's approval before the work is performed.

Services to be Rendered:

HVACR PLANNED MAINTENANCE AGREEMENT

1. J.E. Johnson is pleased to provide a service to the City of Caro for two operational inspections per year (Spring and Fall, months will be determined at contract execution) for 3 years.
2. J.E. Johnson shall maintain the equipment of the City of Caro using industry best practices and manufacturer's recommendations to keep energy and repair cost as low as possible, while preserving equipment reliability and life. Occupant comfort will always be a primary consideration.
3. Upon completion of each inspection, J.E. Johnson will provide the City of Caro with a Comprehensive Inspection Report listing work performed, defects found and corrected, and any recommend corrective action.
4. The City of Caro shall operate the equipment in accordance with the manufacturer's recommendations and promptly notify J.E. Johnson of any abnormal conditions.
5. Our Peak Performance Planned Maintenance Agreement includes all maintenance materials, gaskets, oils and lubricants required to perform the inspection tasking.
6. Any additional services that are not part of this agreement shall be billed at the prevailing time and material. Customers with Peak Performance Planned Maintenance agreements receive priority service should service calls be necessary.

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7. Discounted service rate of \$120 per hour will be in effect for the life of the contract.

HVACR PLANNED MAINTENANCE SCHEDULE (July 2024 through June 2027)

1. One annual cleaning of the condenser coils. (Spring)
2. Filters will be inspected and replaced up to twice as needed in all units and supplied by J.E. Johnson and billed separately.
3. Belts will be replaced 1 time per year as needed and supplied by J.E. Johnson.
4. Blower wheels and fans will be inspected and cleaned to assure proper air delivery.
5. Exposed duct work will be checked for leaks and proper insulation.
6. Belts and pulleys will be inspected and adjusted as required.
7. Thermostats will be checked and calibrated as required.
8. Motors and bearings will be lubricated as required.
9. Controls and safeties will be tested.
10. Condensate drain will be checked.
11. Crankcase heater will be checked for proper operation.
12. Relays and contactors will be inspected.
13. Unit wiring and electrical disconnect will be inspected.
14. Evaporator coils will be inspected annually.
15. Refrigerant will be checked for proper charge and to assure system is leak free.
16. Economizer operation will be checked, where applicable.
17. Condenser coil will be inspected for heat transfer loss.

Schedule A:

**City Hall
317 S. State St. Caro, MI 48723**

Quantity	Equipment	Description	Schedule
1	Air Handler Unit	Start-up Inspection (1 hour)	Spring
2	Condenser Coils	Comprehensive Inspection (2 hours)	Spring
5	Fan Coils	Comprehensive Inspection (2 hours)	Spring
1	Boiler System	Annual Inspection (1 hour)	Fall
2	Furnaces	Start-up Inspection (2 hours)	Fall

**DPW Building
741 Hooper St. Caro, MI 48723**

Quantity	Equipment	Description	Schedule
2	Furnaces	Start-up Inspection (2 hours)	Fall
2	Roof Top Units	Annual Inspection (2 hours)	Spring
2	Condenser Coils	Comprehensive Inspection (2 hours)	Spring
5	Tube Heaters	Annual Inspection (2 hours)	Fall

**Wastewater Treatment Plant
724 Columbia St. Caro, MI 48723**

Quantity	Equipment	Description	Schedule
5	Furnaces	Start-up Inspection (2 hours)	Fall
5	Roof Top Units	Comprehensive Inspection (2 hours)	Spring

Schedule B:

- Standard Hours
 - o \$120/hr for non-service agreement equipment.
 - Effective times: Monday through Friday, 8:00 AM-5:00 PM
- Mileage Rate: N/A
- Truck Charge: \$60.
One truck charge per visit, fixing the same initial problem or if in vicinity. 8 hours = 1 truck charge.
- Overtime Rates
 - o \$195/hr – Monday through Friday 5:00 PM – 8:00 AM.
 - o \$260/hr – Sundays and Holidays.

P.O. Box 1863 | Midland, MI 48641-1863 | 1550 E. Virginia Dr. | Midland, MI 48642

P: (989) 321-9355 | (800) 646-2690 | F: (989) 835-7147 | www.jejohnson.com

We propose to repair and maintain all boilers and control systems listed in Schedule A from July 2, 2024 through June 30, 2027 as part of this contract. We will offer a discounted service rate of \$120/hr effective the life of the contract.

All maintenance will be performed for the net sum not to exceed \$2,400 per year for up to three years.

Total for Three years of planned maintenance: \$7,200.

Payable in advance (Circle billing terms)
Annually / Semi-Annually / Quarterly / Monthly

Payment terms will be thirty (30) days after J.E. Johnson's date of invoice. J.E. Johnson reserves the right to discontinue its service anytime payments have not been made as agreed. Failure to make payments when due or impairment of a customer's credit shall relieve J.E. Johnson of any and all obligations pertaining to work or performance of work.

Accepted by:

J.E. Johnson Acceptance:

Signature: _____

Signature:  _____

Print Name: _____

Print Name: Dean Beane

Title: _____

Title: Account Manager

Date: _____

Date: June 25, 2024



CUSTOM **ENGINEERING** **HEATING & COOLING**

990 S Huron Rd
Linwood, MI 48634
(989) 697 - 3444
Todd@customeng.org

TO: City of Caro

Attn: Scott Czasak

JOB: Municipal HVAC Systems Maintenance
LOCATION: Various Locations, City of Caro
PHONE: (989)673-7671
DATE: 6/25/2024

FURNISH AND INSTALL THE FOLLOWING:

3 Year Maintenance Plan

2 Site Visits Per Year for 3 Years, Summer Cooling Maintenance, Fall Heating Maintenance.

Summer Visits

Municipal Bldg.: 1 - A/C Unit (Ground), 2 - A/C Units (Roof), 1 - Rooftop Unit.

Waste Water Treatment Plant: 2 - A/C Units (Roof)

Road Commission: 2 - A/C Units (Roof)

Fall Visits

Municipal Bldg.: 1 - Air Handler, 2 - Furnaces, 4 - Hot Water Unit Heaters, 1 - Rooftop Unit, 1 - Boiler CSD1.

Waste Water Treatment Plant: 7 - Makeup Air Units, 4 - Furnaces.

Water Treatment: 3 - Unit heaters.

Road Commission: 2 - Furnaces, 5 - Radiant Tube Heaters.

Additional Information

Service Call Rate: \$110.00

Hourly Rate for Service: \$145.00

(See brochure in packet for discounts on service when signed up for maintenance plan)

Price Excludes replacement filters and belts as part of the maintenance plan.

*Prices do not include any overtime or shift premiums for work stated above

We hereby propose to furnish material and labor - complete in accordance with these specifications, for the sum of:

Total for 3 Years \$14,430.00

Fourteen Thousand Four Hundred Thirty Dollars

Todd Brandt

Authorized Signature

*Proposal may be withdrawn if not accepted within 15 days

Acceptance of proposal - The prices, specifications and conditions are satisfactory and are hereby accepted.

You are authorized to do the work as specified. Payment will be made as outlined above.

Customer Signature

Date **41**



CUSTOM

ENGINEERING

HEATING & COOLING

990 S Huron Rd
Linwood, MI 48634
Office: (989) 697-3444
Fax: (989) 697-4400

City of Caro

Municipal HVAC Systems Maintenance

Various Locations

HVAC PLANNED MAINTENANCE SCHEDULE

1. Heating operation will be checked during the fall maintenance.
2. Cooling operation will be checked during the spring maintenance.
3. Gas pressures will be checked during the fall maintenance.
4. Proper refrigerant charge will be checked during the spring maintenance.
5. Thermostat operation will be checked.
6. Blower wheels and fans will be inspected and cleaned to assure proper air delivery.
7. Exposed duct work will be inspected for leaks and proper insulation.
8. Belts and pulleys will be inspected and adjusted as required.
9. Motors and bearings will be inspected and lubricated as required.
10. Safety switches and controls will be tested.
11. Condensate drains will be inspected and cleared if needed.
12. Relays and contactors will be inspected.
13. Unit electrical components and wiring will be inspected.
14. Economizer operation will be checked, where applicable.
15. Evaporator (indoor) coil will be inspected during Spring Maintenance. Additional cost if cleaning is required.
16. Condenser coils will be cleaned during Spring Maintenance.
17. Furnish inspection report and advise of any abnormal conditions or necessary repairs.
18. Any repairs or replacement parts needed, replacement belts, filters, refrigerant needing to be added, leak checking etc... will be at an additional cost.

FOR SERVICE CALL 989-697-3444 MONDAY – FRIDAY 8:00AM TO 4:00PM
FOR EMERGENCY SERVICE AFTER HOURS CALL 989-697-3444 EXT. 14

CITY OF CARO

CITY MANAGER
SCOTT CZASAK
CITY CLERK
RITA PAPP
INTERIM CITY TREASURER
RITA PAPP
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
VACANT
PAMELA ISELER
CHARLOTTE KISH
DOREEN OEDY
JILL WHITE

TO: City Manager/ City Council
FROM: Rita Papp – City Clerk
SUBJECT: Banner Request – Tuscola County Fair Association
DATE: July 1, 2024

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 Tuscola County Fair, July 15 – 29, 2024. The banner policy indicates that that they can only be hung for a period no to exceed two weeks. Neil Jackson has paid our cost of \$300.00 charged by Kappen Tree Service.

Option 1

Motion to approve the Banner Request from Tuscola County Fair, July 15 – 29, 2024 for the cost of \$300.00.

Option 2

To deny the Banner Request.

Option 3

To postpone this matter for further discussion.

Receipt No: 4.078414

Jun 11, 2024

TUSC CO FAIR

Previous Balance:	.00
GENERAL FUND - 2 BANNERS	300.00
<hr/>	
Total:	300.00
<hr/>	
CHECK Check No: 2521	300.00
Payor: TUSC CO FAIR	
Total Applied:	300.00
<hr/>	
Change Tendered:	.00
<hr/>	

Duplicate Copy

06/11/2024 10:20 AM

CITY OF CARO

CITY MANAGER
SCOTT CZASAK
CITY CLERK
RITA PAPP
INTERIM CITY TREASURER
RITA PAPP
CITY ATTORNEY
LAURA GENOVICH

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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 1, 2024

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, July 25 – August 12, 2024. The banner policy indicates that that they can only be hung for a period not to exceed two weeks. Thumb Area Old Engine & Tractor Show has not paid our cost of \$300.00 charged by Kappen Tree Service yet.

Option 1

Motion to approve the Banner Request from Thumb Area Old Engine & Tractor Show, July 25 – August 12, 2024 for the cost of \$300.00.

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 Diane Wilder
Thumb Area Old Engine + Tractor PHONE 989-670-7210
 ORGANIZATION Thumb Area Old Engine + Tractor Assoc
 EVENT Annual Tractor Show
 DATE YOU WISH BANNERS TO BE PUT UP 7/25/2024
 DATE YOU WISH BANNERS TO BE TAKEN DOWN 8/12/2024

Approved By: _____ Date _____
 City Council
 By: City Clerk

Payment Received by: _____ Date _____

Adopted by Council: 04-03-06 Revised 9-19-22

Policy # 06-002

CITY OF CARO

MANAGER
SCOTT CZASAK
CLERK
RITA PAPP
TREASURER
TAMMY RIES
ATTORNEY
LAURA GENOVICH

317 South State Street
Caro MI 48723
Phone 989-673-2226
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DOREEN OEDY
JILL WHITE

TO: City Council
City Manager – Scott Czasak
FROM: Tammy Ries, Treasurer
SUBJECT: Investment Maturing #1
DATE: June 26, 2024

The City of Caro has the following investment maturing as noted below:

Financial Institution	Current Term	Interest Rate	Current Balance	Maturity Date
Independent Bank	Four Months	4.90%	\$244,408.03	7/8/2024

Attached are the CD rates for Independent Bank and North Star Bank.

My recommendation is to leave the CD at Independent Bank for the 119-day term at 5.00% APY

Action:

Option 1: Instruct the City Treasurer to make an investment of the council's choice.

Option 2: Choose a different investment tool.

Option 3: Deny action on the above CD

Week of June 24, 2024

Certificates of Deposit	Rate
7 – 31 Days	4.85%
32 – 89 Days	5.00%
90 – 119 Days	5.00%
120 – 149 Days	4.98%
150 – 179 Days	4.97%
180 – 269 Days	4.95%
270 – 359 Days	4.89%
360 Days	4.76%
18 Months	4.57%
24 Months	4.38%

Penalty for early withdrawal

CDARS	Rate
4 Weeks (28 Days)	4.60%
13 Weeks (91 Days)	4.60%
26 Weeks (182 Days)	4.55%
52 Weeks (364 Days)	4.36%
2 Years (728 Days)	3.93%
3 Years (1092 Days)	3.73%
5 Years (1820 Days)	3.38%

CDARS orders must be placed by 12:00pm on Mondays for Thursday settlement

Penalty for early withdrawal

Business Flex Checking	Rate
\$0-\$99,999.99	0.40%
\$100,000-\$249,999.99	1.15%
\$250,000-\$499,999.99	1.85%
\$500,000-\$999,999.99	2.45%
\$1,000,000-\$2,499,999.99	3.05%
\$2,500,000+	3.70%

Insured Cash Sweep (ICS)	Rate
ICS (0-\$499,999.99)	0.95%
ICS (\$500,000-\$999,999.99)	1.75%
ICS (\$1,000,000-\$2,499,999.99)	2.70%
ICS (\$2,500,000+)	3.75%

Money Market Savings	Rate
\$0-\$99,999.99	0.45%
\$100,000-\$249,999.99	1.30%
\$250,000-\$499,999.99	1.90%
\$500,000-\$999,999.99	2.40%
\$1,000,000-\$2,499,999.99	2.85%
\$2,500,000+	3.55%

FDIC Coverage for Government Entities:
\$250,000 Checking
\$250,000 Savings/CD
\$500,000 total available
CDARS and ICS fully FDIC Insured

CD interest is non-compounding and paid at maturity.

Government Banking

West Michigan
Jeff Case, ACPFIM
616.902.7493
jcase@ibcp.com

East Michigan
Ben Stone, CTP, ACPFIM
248.743.7329
bstone@ibcp.com

TreasuryONE Support | 800.530.3719 | tm_client_support@ibcp.com

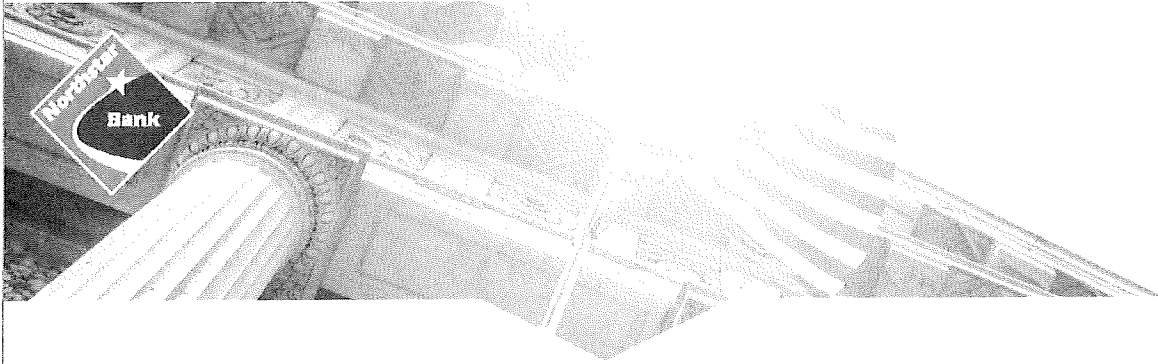
Weekly Rates

Julie L. Smith <julie.smith@northstarathome.com>

Mon 6/24/2024 2:44 PM

To:Tammy Ries <treasurer@carocity.net>

June 24, 2024



WHO YOU BANK WITH MATTERS

We are reaching out to bring awareness of two proven deposit service offerings at Northstar Bank - **ICS and CDARS** from the IntraFi network. These services are designed for those looking to **expand protection beyond the standard FDIC insurance coverage**. Most importantly, both programs provide peace of mind on deposit safety while earning a competitive interest rate and providing access through a single bank relationship. Plus, funds placed in CDARS and ICS stay local to support and build a stronger community.

If you would like more information on how we can help you **manage multiple accounts with additional FDIC insurance coverage**, please contact us.

PUBLIC FUNDS WEEKLY RATES

CD TERMS & RATES

30 Days 3.80%
60 Days 3.95%
90 Days 4.10%
120 Days 4.25%
150 Days 4.40%
180 Days 4.55%
210 Days 4.45%
270 Days 4.35%
365 Days 4.25%
18 Month 4.10%
2 Year 3.95%
3 year 3.80%

ICS RATE

2.65%

WIRE INSTRUCTIONS

Northstar Bank
1960 Fred Moore Hwy.
St. Clair, MI 48079
Routing # 072414064
FBO: Account name
Account #

[Learn More](#)

CDARS TERMS & RATES

4 Weeks 3.65%
13 Weeks 3.95%
26 Weeks 4.40%
52 Weeks 4.10%

Please contact us for our competitive rates.
We look forward to working with you!

CITY OF CARO

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JILL WHITE

TO: City Council
City Manager – Scott Czasak
FROM: Tammy Ries, Treasurer
SUBJECT: Investment Maturing #12
DATE: June 26, 2024

The City of Caro has the following investment maturing as noted below:

Financial Institution	Current Term	Interest Rate	Current Balance	Maturity Date
Independent Bank	Four Months	4.90%	\$244,316.87	7/8/2024

Attached are the CD rates for Independent Bank and North Star Bank.

My recommendation is to leave the CD at Independent Bank for the 119-day term at 5.00% APY

Action:

Option 1: Instruct the City Treasurer to make an investment of the council's choice.

Option 2: Choose a different investment tool.

Option 3: Deny action on the above CD

Week of June 24, 2024

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\$2,500,000+	3.55%

FDIC Coverage for Government Entities:	
\$250,000	Checking
\$250,000	Savings/CD
\$500,000 total available	
CDARS and ICS fully FDIC Insured	
CD interest is non-compounding and paid at maturity.	

Government Banking

West Michigan
Jeff Case, ACPFIM
616.902.7493
jcase@ibcp.com

East Michigan
Ben Stone, CTP, ACPFIM
248.743.7329
bstone@ibcp.com

TreasuryONE Support | 800.530.3719 | tm_client_support@ibcp.com

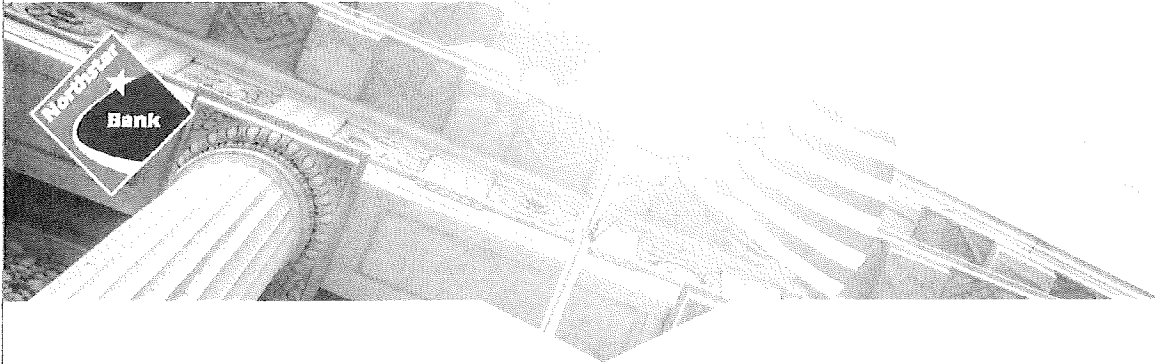
Weekly Rates

Julie L. Smith <julie.smith@northstarathome.com>

Mon 6/24/2024 2:44 PM

To: Tammy Ries <treasurer@carocity.net>

June 24, 2024



WHO YOU BANK WITH MATTERS

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If you would like more information on how we can help you **manage multiple accounts with additional FDIC insurance coverage**, please contact us.

PUBLIC FUNDS WEEKLY RATES

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210 Days 4.45%
270 Days 4.35%
365 Days 4.25%
18 Month 4.10%
2 Year 3.95%
3 year 3.80%

ICS RATE

2.65%

WIRE INSTRUCTIONS

Northstar Bank
1960 Fred Moore Hwy.
St. Clair, MI 48079
Routing # 072414064
FBO: Account name
Account #

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

MAYOR
KAREN SNIDER
CITY COUNCIL
EMILY CAMPBELL
VACANT
PAMELA ISELER
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DOREEN OEDY
JILL WHITE

MEMORANDUM

TO: Caro City Council
FROM: City Manager Scott R. Czasak
DATE: Wednesday, June 12, 2024 → *July 1, 2024*
RE: Agenda Item – Bucket Truck

Members of the Caro City Council,

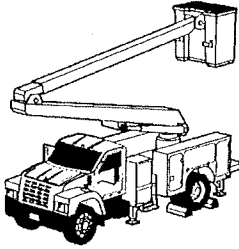
As you know, during the recently completed budget process one of the items included was the purchase of a used bucket truck for use by the DPW on various jobs, including hanging banners, servicing of streetlights, and other activities which require being raised about ground.

As such, DPW Superintendent Reese researched available bucket trucks which fit our needs and the budget. He found 3 trucks listed as available in the tri-state area in our range. The first is a 2016 Ford for \$38,115 in Jackson, MI; the second is a 2009 Chevrolet for \$28,000 in Muncie, IN; and the third is a 2003 GMC for \$29,000 in Brighton, MI. In going over the options with Mr. Reese we determined that the best option would be the third truck as it has been part of a Road Commission fleet and well maintained to Michigan standards. While the truck in Indiana is \$1,000 cheaper, it would have to be reinspected for Michigan and would have higher costs to get to Caro, negating the slight savings in sticker price. Also, an inspection of the boom and chassis for MDOT is included in the sale price.

This purchase was projected to cost \$35,000.00 in the budget therefore this price allows room for the installation of required lights and identifying marks to integrate the bucket truck into the Caro fleet.

Your options for motions are:

1. Authorize the purchase of a 2003 GMC C7500 bucket truck from Premier Aerial and Fleet Inspections for the quoted price of \$29,000.00 and authorize the signing of all documents necessary to complete the purchase.
2. Authorize the purchase of another bucket truck for the quoted price and authorize the signing of all documents necessary to complete the purchase.
3. Postpone for further discussion.
4. Take no action.



Premier Aerial & Fleet Inspections
 37 Summit St
 Brighton, MI 48116
 517-552-6075
 premier2002@icloud.com
 www.buckettruckrepairmi.com

Invoice 29709

BILL TO

Mr. Jeff Graham
 City of Caro
 317 S. State St.
 Caro, MI 48723

DATE 06/04/2024	PLEASE PAY \$29,000.00	DUE DATE 06/19/2024
--------------------	---	------------------------

SHIP DATE

06/04/2024

SALES REP

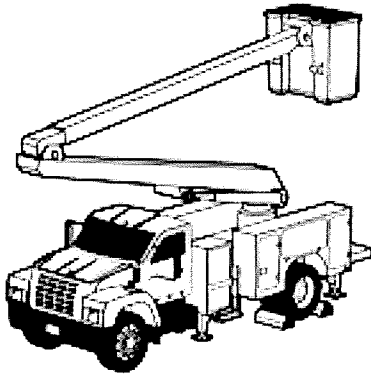
Jeff L

DATE	ACTIVITY	QTY	RATE	AMOUNT
	1012 2003 Chevy C7500 W/ Insulated Versalift Boom	1	29,000.00	29,000.00
	ANSI 92.2-2009 W/Dielectric (29' to 55') Insulated Boom Inspection	1	0.00	0.00
	DOT Inspection Chassis Inspections	1	0.00	0.00
	Unit 0653 2003 GMC C7500, VIN:4F500653, MI:258,602 Versalift, M/N:VST236101, S/N: GC030019	1	0.00	0.00

SUBTOTAL	29,000.00
TAX (6%)	0.00
TOTAL	29,000.00

TOTAL DUE \$29,000.00

THANK YOU.



Premier Aerial & Fleet Inspections
37 Summit St. Brighton, MI 48116
(517) 552-6075 Office
(517) 338-5004 Fax
premier2002@icloud.com
www.buckettruckrepairmi.com

Inspection and Testing
 Of
 Vehicle Mounted Aerial Devices

INSPECTION REPORT ANSI DOT DIELECTRIC

0653

Premier Aerial & Fleet

Email: premier2002@icloud.com

Inspection # 3846
 Customer ID 431

Inspections Completed:
ANSI: Passed

Inspector: Lou Laird
Date: 11-22-2021

VEHICLE INFORMATION

	Unit	Vehicle
Year	2003	2003
Make	Versalift	GMC
Model	VST236101	C7500
Serial/VIN	GC030019	4F500653
Capacity/Tested	600@900lbs.	N/A
Hours/Miles		255,840
BRG Deflection	.034	

Defect Summary

Category I: Repair required prior to certification.

Category II: Check and repair as necessary

Category III: Satisfactory

Category IV: There were no defects found at the time of inspection

Cat.	Summary	ANSI A92.2-2009
II	Unit to outrigger selector valve leaking.	REPAIRED 12/01/21
II	Hoses chafing at elbow (MONITOR)	
I	Guard missing on hydraulic pump drive shaft	REPAIRED 12/01/21
II	Truck does not have a level indicator in cab.	REPAIRED 12/01/21
II	Wire behind seat in cab need securing.	REPAIRED 12/01/21

	Summary	DOT
I	Left front brake out of adjustment	REPAIRED 11/22/2021
II	Air compressor leaking engine oil	REPAIRED 11/22/2021
I	Exhaust leak before muffler.	REPAIRED 11/22/2021

Note: We believe the above items are necessary for compliance with the Occupational Safety and Health Act of 1990, but are subject to further clarification, interpretations, and may require additional items for which we cannot be held responsible. If this unit has failed the load test or inspection, it is the customer's responsibility to remove the unit from service immediately. Unit should remain out of service until repairs are made.

OSHA Requires a copy of a current test be carried in Unit

Dielectric Test Report

Unit Test

Initial Reading : 2
Microampmps at : 56
Test : 46@56kv

Upper Boom

Initial Reading : 2
Microampmps at : 56
Test : 46@56kv.

Lower Boom

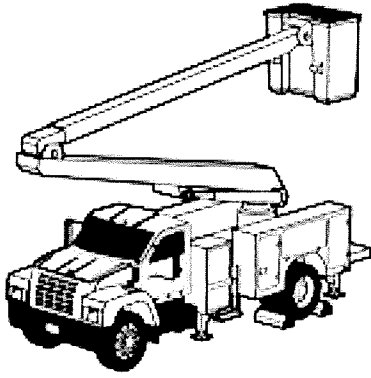
Liner

Passed

Note: Premier Aerial & Fleet Inspections believes the above items to be necessary for compliance with the Safety and Health Act of 1990, but are subject to further clarification, interpretations, and may require additional items, which cannot be held responsible. These are our interpretations of the standards as of this date.

If this unit has failed the electrical test, it is the customer's responsibility to remove the unit from service immediately. Unit should remain out of service until repairs have been made and has passed electrical test.

OSHA requires a copy of current test be carried on unit.



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Inspection and Testing
 Of
 Vehicle Mounted Aerial Devices

INSPECTION REPORT ANSI DOT

0653

Premier Aerial & Fleet

Email: premier2002@icloud.com

Inspection #	3846
Customer ID	431

Inspections Completed:

ANSI Passed
DOT Passed

Inspector: Lou Laird
Date: 11-22-2021

VEHICLE INFORMATION

	Unit	Vehicle
Year	2003	2003
Make	Versalift	GMC
Model	VST236101	C7500
Serial/VIN	GC030019	4F500653
Capacity/Tested	600@900lbs.	N/A
Hours/Miles		255,840
BRG Deflection	.034	

Vehicle Components Inspected

Brake System 393.40 - 393.55

Brake, Drums or Rotors	x OK	NR	NA
Brake Hose	x OK	NR	NA
Hydraulic Brakes	OK	NR	x NA
Parking Brake System	x OK	NR	NA
Service Brakes	OK	x NR	NA
Brake Pads/Shoes	x OK	NR	NA

Coupling Devices 393.70 - 393.71

Pintle Hooks	x OK	NR	NA
Safety Devices	x OK	NR	NA

Exhaust System

Heat Damage from Exhaust or Other	x OK	NR	NA
Leaks Forward of Cab	OK	x NR	NA

Fuel System 393.65 - 393.69

Filler Cap Present	x OK	NR	NA
Fuel Tank Secured	x OK	NR	NA
Leaks	x OK	NR	NA

Lighting Devices 393.9 - 393.33

Lights Working	OK	x NR	NA
Reflectors	x OK	NR	NA

Safe Loading 393.100 - 393.106

Any Unsecured Load	OK	NR	x NA
--------------------	----	----	------

Frame 393.201

Frame & Subframe Members	x OK	NR	NA
Tire & Wheel Clearance	x OK	NR	NA

Windshield 393.6 - 393.63

Any Windshield Cracks In Driver's View	OK	NR	NA
--	----	----	----

Steering Mechanism 393.209

Ball & Socket Joints	x OK	NR	NA
Front Axle Beam & Steering	x OK	NR	NA
Pitman Arm	x OK	NR	NA
Power Steering	OK	x NR	NA
Steering Column U-Joint	x OK	NR	NA
Steering Gear Box	OK	x NR	NA
Steering Wheel Free Play	x OK	NR	NA
Tie Rods	x OK	NR	NA

Suspension 393.207

Leaf or Coil Springs	OK	NR	NA
Any U-bolts, Springs, Hangers, Etc	OK	NR	NA

Tires 393.75

All Other Tires	x OK	NR	NA
Steer Tires	x OK	NR	NA

Wheels & Rims 393.205

Fasteners	x OK	NR	NA
Welds	x OK	NR	NA
Wheels & Rims	x OK	NR	NA

Safety Equipment 393.95

BHorn	x OK	NR	NA
Fire Extinguisher	x OK	NR	NA
Wipers	x OK	NR	NA

Drive Line 393.1 (a) (1)

U-Joints	x OK	NR	NA
Carrier Bearings	x OK	NR	NA
Shaft/Tube	x OK	NR	NA

NR = NEEDS REPAIR

CERTIFICATION: THIS VEHICLE HAS PASSED ALL THE INSPECTION ITEMS FOR THE ANNUAL VEHICLE INSPECTION REPORT IN ACCORDANCE WITH 49 CFR 396.

Items inspected per ANSI92.2-2016

Decals & Placards				Components						
Cab Master Switch	x	OK	NR	NA	Boom Rest & Ty-Downs	x	OK	NR	NA	
Dash Level in Cab		OK	x	NR	NA	Bucket or Basket	x	OK	NR	NA
Electrocution Hazard	x	OK	NR	NA	Cab Damage	x	OK	NR	NA	
Outrigger Function	x	OK	NR	NA	Electric Wiring	x	OK	NR	NA	
Travel Height Posted	x	OK	NR	NA	Hydraulic Cylinder Condition	x	OK	NR	NA	
Upper Lower Boom Control	x	OK	NR	NA	Hydraulic Hoses & Fittings	x	OK	NR	NA	
Upper Lower Control Warning Decals	x	OK	NR	NA	Hydraulic Oil & Filter	x	OK	NR	NA	
					Hydraulic Pump & PTO	x	OK	NR	NA	
					Hydraulic Swivel	x	OK	NR	NA	
					Leveling System	x	OK	NR	NA	
					Rotation Drive Motor	x	OK	NR	NA	
					Rotation Gearbox & Pinion	x	OK	NR	NA	
					Wear Pads	x	OK	NR	NA	
Chasis/Stability				Operations						
After Marker Torsion Bar Mounting	x	OK	NR	NA	AC Outlets in Bucket	OK	NR	x	NA	
Axel U-Bolts	x	OK	NR	NA	Bucket Leveling Operations	x	OK	NR	NA	
Park Brake Holding	x	OK	NR	NA	Emergency Power	x	OK	NR	NA	
Leaf Springs	x	OK	NR	NA	Leveling Brake	OK	NR	x	NA	
Outrigger Mounting Welds	x	OK	NR	NA	Lower Controls	x	OK	NR	NA	
Tire Pressure & Condition	x	OK	NR	NA	Operators Manual Present	x	OK	NR	NA	
Utility Body Mounting	x	OK	NR	NA	Outrigger Controls	x	OK	NR	NA	
Vehicle Frame	x	OK	NR	NA	Rotation Backlash	x	OK	NR	NA	
Structural				Rotation Limit Switch	OK	NR	x	NA		
Bearing Deflection	x	OK	NR	NA	Strobe Lights	x	OK	NR	NA	
Boom Sections- Upper/Lower	x	OK	NR	NA	Upper Controls	x	OK	NR	NA	
Critical Welds	x	OK	NR	NA						
Hydraulic Cylinder Pins	x	OK	NR	NA						
Machine Sub-Frame	x	OK	NR	NA						
Pedestal Mounting Fasteners	x	OK	NR	NA						
Rotation Bearings Bolts	x	OK	NR	NA						
Rotation Gearbox Mounting Bolts	x	OK	NR	NA						

Defect Summary

Category I: Repair required prior to certification.

Category II: Check and repair as necessary

Category III: Satisfactory

Category IV: There were no defects found at the time of inspection

Cat.	Summary	ANSI A92.2-2009
II	Unit to outrigger selector valve leaking.	REPAIRED 12/01/21
II	Hoses chafing at elbow (MONITOR)	
I	Guard missing on hydraulic pump drive shaft	REPAIRED 12/01/21
II	Truck does not have a level indicator in cab.	REPAIRED 12/01/21
II	Wire behind seat in cab need securing.	REPAIRED 12/01/21

Note: We believe the above items are necessary for compliance with the Occupational Safety and Health Act of 1990, but are subject to further clarification, interpretations, and may require additional items for which we cannot be held responsible. If this unit has failed the load test or inspection, it is the customer's responsibility to remove the unit from service immediately. Unit should remain out of service until repairs are made.

OSHA Requires a copy of a current test be carried in Unit

	Summary	DOT
I	Left front brake out of adjustment	REPAIRED 11/22/2021
II	Air compressor leaking engine oil	REPAIRED 11/22/2021
I	Exhaust leak before muffler.	REPAIRED 11/22/2021

This vehicle has passed all the inspection items for the annual vehicle inspection in accordance with 49 CPF part 396



Photos (3)



2009 ALTEC L42M MOUNTED ON 2009 CHEVROLET KODIAK C8500

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USD **\$28,000**

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Machine Location: [3621 W Royerton Rd Muncie, Indiana 47304](#) 

Seller Information

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Phone: (765) 744-0100
Muncie, Indiana 47304

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General

Year	2009
Manufacturer	ALTEC
Model	L42M
Serial Number	1GBM8C1B89F407302
Condition	Used
Description	Model: L42M Working Height: 47' Side Reach: 35.2' Main Stabilizer: Outriggers Auxiliary Stabilizer: None Platform: Singleman Material Handler: Yes, 1,500 lbs Boom Classification: Insulating

Truck Mounted

Truck Year	2009
Truck Manufacturer	CHEVROLET
Truck Model	KODIAK C8500
VIN	1GBM8C1B89F407302
Mileage	155,000 mi
Odometer	Accurate / Verified
State DOT	Yes

Truck Powertrain

Drive	2WD
Transmission	Automated

Truck Specific

Drive Side	Left Hand Drive
------------	-----------------

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Used 2016 FORD Bucket Truck - Boom Truck, Utility Truck - Service Truck F550 For Sale

🚗 110,910 Miles

\$38,115

Custom Truck One Source - Jackson

Popularity Stats

👁️ Seen 35 times (last 30 days)

♥️ Be the first user to .

📉 The price has not decreased recently

Description

🚗 110,910 Miles

2016 Ford F550, ,2005 Terex T292, 29 Ft. Platform Height, 300 LB. Platform Capacity, Insulated 46KVAC Category C; 2016 Ford F-550 4x2, 110,910 Miles, Ford 6.8L Gas, Automatic, 6500 LB. FAWR, 14,706 LB. RAWR; Sold As-Is/Where-Is, Qualifies For An Extended Warranty

Message from Custom Truck One Source - Jackson

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Detailed Specifications

Condition: Used

Year: 2016

Make: FORD

Model: F550

Class: CLASS 2 (GVW 6001 - 10000)

Category: Bucket Truck - Boom Truck, Utility Truck - Service Truck

Location: [Grass Lake, MI](#)

Horse Power: 367

Fuel Type: [Gasoline](#)

Axles: 4x2

Suspension: SPRING

Wheelbase: 201

Brake Type: HYDRAULIC

VIN: 1FDUF5GY3GEC05376

Drivetrain: Rear Wheel Drive

Engine Manufacture: FORD

Engine Model: [6.4L G](#)

Engine Size: [6.8L](#)

Front Tire Size: 19R225

Rear Tire Size: 19R225

Color: WHITE

Doors: 2

Mileage: 110,910

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Featured	Featured	Featured	Featured	Featured	Featured	Featured	Featured
\$79,500	79,796 miles	\$100,525	115,419 miles	\$109,673	\$109,673	\$109,673	\$110,000
2015 FORD F550 Bucket Truck - ... Custom Truck One Source -	2019 FORD F550 Utility Truck - ... Custom Truck One Source -	2023 FORD F550 Utility Truck - ... Custom Truck One Source -	2023 FORD F550 Utility Truck - ... Custom Truck One Source -	2023 FORD F550 Utility Truck - ... Custom Truck One Source -	2023 FORD F550 Utility Truck - ... Custom Truck One Source -	2023 FORD F550 Utility Truck - ... Custom Truck One Source -	2023 FORD F550 Utility Truck - ... Custom Truck One Source -

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TO: City Council
FROM: Karen Snider – Mayor
SUBJECT: Mayor’s Report
DATE: July 1, 2024

The City Manager, Clerk and I prepared the Council agenda on June 27, 2024, for the July 1, 2024, council meeting.

I attended Rotary on June 17, 2024, and the program was to celebrate what the Caro Rotary Club has accomplished in the 2023-24 year. Caro Rotary President Erin Schmandt passed the gavel to Mark Wolfe as the incoming 2024-2025 President. A big thank you to past President Erin Schmandt for all her dedicated work over the past year. Congratulations to our new President Mark Wolfe.

Parks & Recreation was held on June 18, 2024 and I was able to attend.

I had the pleasure of attending Music in the Park which was held at Atwood Park on June 20, 2024. We were entertained by music from the Leftovers. Fun night of entertainment. These are free concerts every Thursday night from 6 P.M. – 8 P.M. at Atwood Park. Come and enjoy the live music.

Rotary June 24, 2024, we were honored to have Michael Zehnder, Bavarian Inn Lodge – Bavarian Blast as the speaker. He provided rotary members with the happenings at the Bavarian Inn Lodge and all the activities occurring in and around the Lodge.

I attended the ribbon cutting and first dollar presentation on June 24, 2024 for the opening of a new City of Caro business, Lugo’s Taco Street. They are located at 1144 Cleaver Road, Caro. They serve Mexican Eats which are homemade from scratch.

I also had the honor of attending the grand re-opening with ribbon cutting and first dollar presentation on June 27, 2024 for Caro Drugs. They relocated to their new location to 1525 W. Caro Road, Caro.

I attended The Tuscola County Economic Development Corporation (EDC) meeting on June 26, 2024. The Strand Theater will be getting the projector that they have been waiting on and hopefully the theater will open soon.

CITY OF CARO

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MEMORANDUM

TO: Caro City Council
FROM: City Manager Scott R. Czasak
DATE: Wednesday, June 26, 2024
RE: City Manager's Report

Members of the Caro City Council,

As we get closer to the end of the 2023/2024 fiscal year, I think it is a good time to take a moment and reflect on what we have accomplished in the last year, we have gotten a great many things done for the City, many of the maintenance issues which might not be flashy but are vitally important to the functioning of the City. We weathered unexpected issues with the Water Treatment Facility and Well 7, we finally brought down the old Police Building, we fixed roads, lined sewers, built two sand volleyball pits, began roof repairs, and installed new garage doors for the Fire Department. Overall, I think we have done many things for our City, and as July 1 brings us a new Fiscal Year and a new set of projects to accomplish, we can all expect things to keep rolling forward in Caro.

In the last two weeks, in addition to my usual attendance at Rotary, meetings with staff, residents, and businesses I was able to attend a ribbon cutting for Lugo's Taco Street and am scheduled to have another one tomorrow at Caro Drugs new location on State Street. It is a good feeling to attend so many of these ribbon cuttings and see that Caro is open for business.

In more internal matters, the Caro DPW has shifted into summer gear with the onboarding of our seasonal workers and help from ISD students. They have been primarily focused on our downtown and City parks ensuring all is ready for the summer season. We have a great group of people working for us this year and I look forward to seeing how the summer goes. I will also note that due to the implementation of weed spraying in our downtown there has been a dramatic decrease in the weeds, which is better for not only the visibility of downtown, but the health of the sidewalks and streets.

The temperature might be rising in Caro, but that only means we have a lot to look forward to over the summer, from the Fair to fun at our parks thanks to our new hire at Parks and Recreation Carrie Will I am sure we can all enjoy our Pure Michigan summer!

CITY OF CARO

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JILL WHITE

TO: City Council/City Manager
FROM: Rita Papp – City Clerk
SUBJECT: Clerk’s Report
DATE: July 1, 2024

- Primary Election will be held in the City of Caro on August 6, 2024 and the clerk’s office is in the process of preparing for the election.
- 9 days of Early Voting starts on July 27th through August 4th. The City of Caro is Early Voting Region # 3 and I as the clerk will host Almer, Indianfields, and Wells Township voters. The City of Caro will receive additional revenue of \$2,500.00 for the clerk hosting and managing the Early Voting Site. Hours of early voting – 8:00 am – 4:00 pm in the council room. I am hoping for more of a bigger turnout now that the voters have been introduced to early voting in February 2024.
- Mailed out 487 absentee ballots for the August 6, 2024 Primary Election on Friday, June 21, 2024.
- The Election Commission Meeting was held June 28, 2024.
- Election packets are available in my office for the open seats on city council. Three 4-year term council member seats, One 2-year partial term council member seat, & One 2-year term mayor seat. Election to be held November 5, 2024. Submission deadline is July 23, 2024 at 4:00 p.m.
- Due to the resignation of Bob Eschenbacher, there is a vacancy open on council. The appointment will serve the remainder of the term until November 2026. Letters of interest are to be submitted to the Clerk. The vacancy has been posted on social media and in the paper until filled. Pursuant to the City Charter, council vacancies must be filled within 60 days. The due date is July 19, 2024.
- Planning Commission was cancelled on June 25, 2024.
- Newsletter article was submitted June 26, 2024.
- I will be out of the office on vacation July 3 – 9, 2024.