

**AGENDA**  
**REGULAR MEETING OF THE CARO CITY COUNCIL**  
**September 16, 2024, 6:30 P.M.**

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

**AGENDA APPROVAL**

**PUBLIC COMMENTS/VISITORS**

**COMMUNICATION:**

1. Planning Commission Meeting Minutes – August 27, 2024 (unapproved)
2. Zoning Board of Appeals Meeting Minutes – August 29, 2024 (unapproved)

**CONSENT AGENDA:**

1. Regular Council Meeting Minutes – September 3, 2024
2. Policy Committee Meeting Minutes – September 9, 2024
3. Invoices
4. Department Reports
  - A. Police Report – Chief Brian Newcomb
  - B. Fire Report – Chief Randall Heckroth
  - C. Code Enforcement Report – Randall Heckroth

**REGULAR AGENDA:**

1. Water Reliability and Capacity Study Bids
2. Michigan Rural Water Association Operator In-Charge Contract
3. Snow Removal Ordinance Amendment – First Reading
4. ZBA Rezoning Request – 527 S. State Street
5. Water Tower Cleaning Request

**ITEMS POSTPONED:** None

**COMMITTEE/LIAISON POSITION REPORTS:**

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

**MAYOR'S REPORT** – Written report submitted.

**MANAGER REPORT** – Written report submitted.

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

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

**ADDITIONAL PUBLIC COMMENTS**

**ADJOURN**

City of Caro Planning Commission

Regular meeting held August 27, 2024 called to order at 7:00 p.m. by Chairman Carpenter.

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

Absent: Chad Fields

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

Greg Hutchinson was introduced as the newest member of City Council and the City Council Liason to the Planning Commission.

**Laethem/Rollend moved to approve the minutes of June 11, 2024 as written. Motion carried.**

Public Comment/Correspondence

Scott mentioned the MSU Citizen Planner training is available.

Anthony Denha of Akkadian Development presented the site plan for the proposed Starbucks project at 1079 E Caro Rd. In addition to the comments of the Rowe Engineering review, lighting was discussed: How are the lights shielded? Spill over would be fine onto the service drive, but not M81. The photometrics are cut off at the parking lot. Planning Commission would like to see how far the light goes until it reaches zero. Also the question of the ownership of the service drive and the existance of a Maintenance Agreement was discussed. Mayor Snider secured the name and cell number of the Property Manager for Anthony Denha.

**Steffen/Rollend moved to table the site plan until the September 10, 2024 meeting to allow time for Akkadian to address the August 21, 2024 review letter from Rowe Engineering and prepare more detailed engineering plans. Motion carried.**

No other Public comment

**Steffen/Rollend moved to adjourn at 7:46 p.m. Motion carried.**

Respectfully submitted by Denise Steffen, Secretary

City of Caro  
Zoning Board of Appeals  
Meeting: August 29, 2024

CALL TO ORDER: Board Secretary Brian Wilson called the meeting to order at 7:00 PM

ROLL CALL: Present were Rick Lipan, Tim Bates, Brian Wilson, Karen Snider.

OTHERS PRESENT: Scott Czasak, City Manager, Karen Snider, Mayor, Mr. Dennis Winter and Mrs. Judith Winter

ELECTION OF OFFICERS: Motion by Rick Lipan for himself to be Chairman. Motion by Tim Bates for himself to be Vice Chairman. Motion by Brian Wilson for himself to be Secretary. No second to these motions required. All motions approved. Rick Lipan, Chairman continued the meeting in his position as Chairman.

APPROVAL OF MINUTES: After review of the minutes, a correction was made to the spelling of Karen Snider's last name. Motion by Brian Wilson with support by Tim Bates to approve the minutes of the March 30, 2023 meeting. Motion approved.

PUBLIC COMMENT AND COMMUNICATIONS: Chairman Lipan queried all present if there were any public comments or communication: None

OPEN PUBLIC HEARING: Chairman Lipan opened the public hearing to consider the Appeal of Denial for a zoning variance for 628 Meadow Drive, Caro, Michigan. Mr. and Mrs. Dennis Winter reside at the residence, owning two contiguous lots. The lots have been combined as one address, and a new 24' X 40' pole frame garage is planned for construction on the vacant lot. The Winters are requesting a variance for a 10 foot wall height, which is higher than the zoning ordinance which states the exterior wall will not exceed 8 feet in height. A 4/12 roof pitch will be maintained, and with the exception of the wall height, the proposed structure will conform to the zoning ordinance. The Winters desire for a 10 foot wall height is for better storage utility/function.

ACTION ON PUBLIC HEARING: After discussion, a motion was made by Chairman Lipan, seconded by Brian Wilson that the variance be granted, allowing the additional 2 foot exterior wall height, subject to verification that the two lots street address is combined. Motion Approved.

A second motion by Brian Wilson, supported by Tim Bates was made that the Planning Commission be sent a recommendation from the Zoning Board of Appeals to revisit the exterior wall height requirements in the zoning ordinance. Over the past few years, similar wall height variance requests have been made and approved by the Zoning Board of Appeals, and the current 8 foot exterior wall height requirement in the zoning ordinance may not coincide with current norms and building requirements of residents of our city. Discussion of housing density as it relates to City R-1 and R-2 Zoning Districts should be included in the Planning Commission discussions, as higher density housing may limit the desirability of exterior wall heights exceeding 8 feet. The City Manager will bring this recommendation to the City Planning Commission for consideration.

CLOSE PUBLIC HEARING: There were no public comments and a motion was made by Karen Snider with support by Brian Wilson that the public hearing portion of the meeting closed. Motion approved.

UNFINISHED BUSINESS: None

PUBLIC COMMENTS/ANNOUNCEMENTS: There were no public comments. City Manager Czasak shared information on Michigan State University Cooperative Extension Zoning Board of Appeals Online Certificate Courses. A handout with information was provided to the members of the Zoning Board of Appeals. Manager Czasak also stated that the Zoning Board of Appeals may have an upcoming meeting relating to another property in the city in the fall of 2024.

A motion was made by Karen Snider, supported by Tim Bates that the meeting be adjourned. Motion approved. Chairman Lipan adjourned the meeting at approximately 7:50 PM.



Brian L. Wilson, Secretary  
City of Caro Zoning Board of Appeals

**REGULAR MEETING OF THE CARO CITY COUNCIL**  
**September 3, 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 September 3, 2024, at 6:30 p.m. in the Council Chambers.

Present: Mayor Karen Snider, City Council: Emily Campbell, Gregory Hutchison, 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-205**

**Motion by White, seconded by Campbell to approve the agenda as presented.**  
**Motion Carried.**

**PUBLIC COMMENT/VISITORS:** None

**COMMUNICATIONS:**

1. Parks & Recreation Committee Minutes – August 20, 2024

**CONSENT AGENDA:**

1. Regular Council Meeting Minutes – August 19, 2024
2. Policy Committee Meeting Minutes – August 26, 2024
3. Invoices

**24-M-206**

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

**REGULAR AGENDA:** (action required)

1. Light Pole Usage Request – Tuscola County Pumpkin Festival

**24-M-207**

**Motion by White, seconded by Kish to approve the Light Pole Usage Request – Tuscola County Pumpkin Festival from September 28, 2024 to November 2, 2024.**

**Motion carried.**

2. Tuscola County Pumpkin Festival Road Closure Request

**24-M-208**

**Motion by Kish, seconded by White to allow the requested street closures for the Tuscola County Pumpkin Festival.**

**Motion carried**

3. Resolution Establishing Election Commission & Approve Election Inspector Pay

**24-M-209**

**Motion by Kish, seconded by Oedy to approve the Resolution Establishing Election Commission for the City of Caro, Resolution No. 2024-16 and authorize the appointment of Councilor Pamela Iseler as the city official, and Tammy Ries as the qualified elector with no per diem pay to the Election Commission, and to pay \$15.00 per hour for Election Inspector, \$17.00 per hour for Precinct Chairperson, \$50.00 for attending necessary training.**

**Roll call vote: Campbell – yes, Hutchison – yes, Iseler – yes, Kish – yes, Oedy – yes, White – yes, Mayor Snider – yes.**

**Motion carried.**

4. Discussion Regarding Policy Committee Recommendation for Rental Inspection Ordinance Amendment

**24-M-210**

**Motion by White, seconded by Kish to take no action on the Rental Inspection Ordinance Amendment at this time.**

**Motion carried.**

5. Set Policy Committee Meeting for September 9, 2024 at 5:00 p.m.

**CLOSED SESSION:** Pursuant to MCL 15.268 Sec 8(1)(e) “to consult with the City Attorney regarding trial or settlement strategy in connection with pending litigation in POET Biorefining Caro, LLC v City of Caro, Michigan Tax Tribunal Docket No. 23-001803, for the reason that an open meeting would have a detrimental financial effect on the litigating or settlement position of the City”

**24-M-211**

**Motion by Iseler, seconded by Kish to enter Closed Session Pursuant to MCL 15.268 Sec 8(1)(e) “to consult with the City Attorney regarding trial or settlement strategy in connection with pending litigation in POET Biorefining Caro, LLC v City of Caro, Michigan Tax Tribunal Docket No. 23-001803, for the reason that an open meeting would have a detrimental financial effect on the litigating or settlement position of the City”**

**Roll call vote: Hutchison – yes, Iseler – yes, Kish – yes, Oedy – yes, White – yes, Campbell – yes, Mayor Snider – yes.**

**Motion carried.**

**Entered Closed Session: 7:00 p.m.**

**Exited Closed Session: 7:17 p.m.**

**24-M-212**

**Motion by White, seconded by Campbell, having consulted with legal counsel, we approve the proposed litigation strategy as presented by counsel and authorize counsel to proceed with the litigation strategy as presented.**

**Roll call vote: Iseler – yes, Kish – yes, Oedy – yes, White – yes, Campbell – yes, Hutchison – yes, Mayor Snider – yes.**

**Motion carried.**

**ITEMS PENDING/TABLED:** None

**COMMITTEE/LIAISON POSITION REPORTS:** None

**MAYOR'S REPORT** – Written report submitted.

**MANAGER'S COMMENTS** – Written report submitted.

MDOT updated M24 bridge closure date for November 15, 2024.

Councilor Charlotte Kish inquired on personnel coverage due to WWTP Superintendent resignation.

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

**ADDITIONAL PUBLIC COMMENT:**

Stacy Crutchfield – Commented on ideas for activities for the Parks & Recreation Committee.

**24-M-213**

**Motion by Campbell, seconded by Oedy to adjourn the meeting at 7:24 p.m.**

**Motion carried.**



Rita Papp

City Clerk

## **CITY OF CARO POLICY COMMITTEE MINUTES**

Policy Chair Jill White called the Policy Committee meeting to order September 9, 2024, at 5:00 p.m. in the Council Chambers.

Present: Chair Jill White, Emily Campbell, & Pamela Iseler

Absent: None

Others: Scott Czasak – City Manager, Rita Papp – City Clerk

**PUBLIC COMMENT/VISITORS:** None

**BUSINESS ITEMS:**

**1. Snow Removal Ordinance Draft Amendment Discussion**

Scott Czasak – City Manager presented the Snow Removal Ordinance Draft Amendment to the Policy Committee. Discussion followed.

**Motion by Iseler, seconded by Campbell to refer the proposed amendment to the Snow Removal Ordinance to City Council as presented.**

**Motion carried.**

**Motion by Campbell, seconded by Iseler to adjourn the meeting at 5:17p.m.**

**Motion carried.**



Rita Papp  
City Clerk

## Report Criteria:

Report type: GL detail

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

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
<b>#3224 BUILDING ASSOCIATION</b>					
09/24	09/16/2024	78343	248-728-943-001	DDA BUILDING RENT	100.00
Total #3224 BUILDING ASSOCIATION:					
					100.00
<b>ADVANCE AUTO PARTS</b>					
09/24	09/16/2024	78344	101-265-776-000	O&M SUPPLIES	42.90
09/24	09/16/2024	78344	661-575-776-000	MAINTENANCE SUPPLIES	43.75
Total ADVANCE AUTO PARTS:					
					86.65
<b>ALISSA BOULTON</b>					
09/24	09/16/2024	78345	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	11.00
Total ALISSA BOULTON:					
					11.00
<b>AMAZON CAPITAL SERVICES</b>					
09/24	09/16/2024	78346	101-301-725-000	UNIFORMS/UNIFORM EQUIPMENT	88.97
09/24	09/16/2024	78346	101-301-740-000	OFFICE SUPPLIES	252.48
09/24	09/16/2024	78346	101-260-740-000	OFFICE SUPPLIES	23.82
09/24	09/16/2024	78346	101-265-776-000	O&M SUPPLIES	249.98
Total AMAZON CAPITAL SERVICES:					
					615.25
<b>AUTO-WARES GROUP</b>					
09/24	09/16/2024	78347	661-575-776-000	MAINTENANCE SUPPLIES	89.40
Total AUTO-WARES GROUP:					
					89.40
<b>BARBRA CHILDS</b>					
09/24	09/16/2024	78348	248-733-956-002	FARMER'S MARKET - KC PROG EXP	5.00
Total BARBRA CHILDS:					
					5.00
<b>BETTY KEMPF</b>					
09/24	09/16/2024	78349	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	80.00
Total BETTY KEMPF:					
					80.00
<b>BRANDON WOOD</b>					
09/24	09/16/2024	78350	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	38.00
09/24	09/16/2024	78350	248-733-956-002	FARMER'S MARKET - KC PROG EXP	10.00
Total BRANDON WOOD:					
					48.00
<b>BRIGHTSPEED</b>					
09/24	09/16/2024	78351	590-540-853-000	TELEPHONE	71.84
09/24	09/16/2024	78351	591-540-853-000	TELEPHONE	71.83

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
Total BRIGHTSPEED:					143.67
CAPITAL REAL ESTATE TAX SERVICE					
09/24 09/16/2024	78352	101-000-675-000		MISC INCOME	789.09
Total CAPITAL REAL ESTATE TAX SERVICE:					789.09
CAROL CARTER					
09/24 09/16/2024	78353	248-733-956-000		FARMERS MARKET - SNAP EXPENSE	40.00
Total CAROL CARTER:					40.00
CASS CITY HARDWARE					
09/24 09/16/2024	78354	591-540-760-000		POSTAGE	13.08
Total CASS CITY HARDWARE:					13.08
CHARTER COMMUNICATIONS					
09/24 09/16/2024	78355	101-751-750-000		TECHNOLOGY	124.98
Total CHARTER COMMUNICATIONS:					124.98
CONNIE BUNKE					
09/24 09/16/2024	78356	248-733-956-002		FARMER'S MARKET - KC PROG EXP	1.00
Total CONNIE BUNKE:					1.00
DALE RIECK MASONRY, LLC					
09/24 09/16/2024	78357	101-265-970-003		CAPITAL OUTLAY - DPW GARAGE	18,000.00
09/24 09/16/2024	78357	101-265-801-000		CONTRACTED SERVICES	3,700.00
Total DALE RIECK MASONRY, LLC:					21,700.00
DANAFAYE PAUL					
09/24 09/16/2024	78358	248-733-956-002		FARMER'S MARKET - KC PROG EXP	6.00
Total DANAFAYE PAUL:					6.00
DE LAGE LANDEN PUBLIC FINANCE LLC					
09/24 09/16/2024	78359	101-301-991-000		LEASE PAYMENT - PRINCIPAL	8,306.68
09/24 09/16/2024	78359	101-301-994-000		LEASE PAYMENT - INTEREST	1,839.58
09/24 09/16/2024	78359	101-301-991-000		LEASE PAYMENT - PRINCIPAL	12,265.40
Total DE LAGE LANDEN PUBLIC FINANCE LLC:					22,411.66
DJ's PORTABLE TOILET RENTALS, LLC					
09/24 09/16/2024	78360	101-751-801-000		CONTRACTED SERVICES	215.00
09/24 09/16/2024	78360	101-751-801-000		CONTRACTED SERVICES	120.00
09/24 09/16/2024	78360	101-751-801-000		CONTRACTED SERVICES	335.00
09/24 09/16/2024	78360	101-751-801-000		CONTRACTED SERVICES	215.00



GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
09/24	09/16/2024	78367	590-540-776-000	OM&R SUPPLIES NORMAL	32.99
09/24	09/16/2024	78367	591-540-776-000	O&M SUPPLIES	44.95
09/24	09/16/2024	78367	590-540-776-000	OM&R SUPPLIES NORMAL	47.96
09/24	09/16/2024	78367	101-265-776-000	O&M SUPPLIES	1,200.00
09/24	09/16/2024	78367	101-265-776-000	O&M SUPPLIES	39.99
09/24	09/16/2024	78367	591-540-776-000	O&M SUPPLIES	35.98
09/24	09/16/2024	78367	101-265-776-000	O&M SUPPLIES	108.64
09/24	09/16/2024	78367	591-540-776-000	O&M SUPPLIES	108.64
09/24	09/16/2024	78367	590-540-776-000	OM&R SUPPLIES NORMAL	108.64
09/24	09/16/2024	78367	101-265-776-000	O&M SUPPLIES	8.19
09/24	09/16/2024	78367	101-265-776-000	O&M SUPPLIES	105.42
09/24	09/16/2024	78367	101-265-776-000	O&M SUPPLIES	7.69
Total GAMBLES DO IT BEST HARDWARE:					1,977.89
<b>GRAINGER</b>					
09/24	09/16/2024	78368	216-336-740-000	OPERATING SUPPLIES	963.33
Total GRAINGER:					963.33
<b>GREAT LAKES LAND MANAGEMENT</b>					
09/24	09/16/2024	78369	101-265-801-000	CONTRACTED SERVICES	1,034.00
09/24	09/16/2024	78369	101-751-801-000	CONTRACTED SERVICES	1,316.00
09/24	09/16/2024	78369	101-754-801-000	CONTRACTED SERVICES	1,175.00
09/24	09/16/2024	78369	101-753-801-000	CONTRACTED SERVICES	1,175.00
09/24	09/16/2024	78369	248-728-801-000	DDA CONTRACTED SERVICES	1,540.00
09/24	09/16/2024	78369	101-371-956-000	MISC/CONTINGENCY	445.00
09/24	09/16/2024	78369	101-371-956-000	MISC/CONTINGENCY	350.00
Total GREAT LAKES LAND MANAGEMENT:					7,035.00
<b>HACH COMPANY</b>					
09/24	09/16/2024	78370	590-540-801-000	CONTRACTED SERVICES	1,788.00
Total HACH COMPANY:					1,788.00
<b>HEART STRINGS STUDIO</b>					
09/24	09/16/2024	78371	248-733-956-005	FARMERS MARKET - EXPENSES	100.00
Total HEART STRINGS STUDIO:					100.00
<b>HILLS &amp; DALES GENERAL HOSPITAL</b>					
09/24	09/16/2024	78372	101-301-801-000	CONTRACTED SERVICES	76.00
Total HILLS & DALES GENERAL HOSPITAL:					76.00
<b>HIRSCHMAN OIL SUPPLY INC</b>					
09/24	09/16/2024	78373	661-575-860-000	GAS/OIL	880.67
Total HIRSCHMAN OIL SUPPLY INC:					880.67

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
<b>HUBBELL, ROTH &amp; CLARK, INC</b>					
09/24	09/16/2024	78374	590-540-801-003	CONTRACTED SERV-SRF	7,567.54
Total HUBBELL, ROTH & CLARK, INC:					
09/24	09/16/2024	78375	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	16.00
Total INGRID BARRETT:					
<b>J.E. JOHNSON INC</b>					
09/24	09/16/2024	78376	101-265-801-000	CONTRACTED SERVICES	200.00
09/24	09/16/2024	78376	590-540-801-000	CONTRACTED SERVICES	853.47
Total J.E. JOHNSON INC:					
<b>JENA WOLKENS</b>					
09/24	09/16/2024	78377	248-733-956-002	FARMER'S MARKET - KC PROG EXP	1.00
Total JENA WOLKENS:					
<b>JERRY MIDDAUGH</b>					
09/24	09/16/2024	78378	216-336-740-000	OPERATING SUPPLIES	30.70
Total JERRY MIDDAUGH:					
<b>JIM TOMLIN</b>					
09/24	09/16/2024	78379	248-733-956-002	FARMER'S MARKET - KC PROG EXP	7.00
09/24	09/16/2024	78379	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	151.00
Total JIM TOMLIN:					
<b>JOY RICHARD</b>					
09/24	09/16/2024	78380	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	11.00
Total JOY RICHARD:					
<b>KATHLEEN THOMPSON</b>					
09/24	09/16/2024	78381	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	50.00
Total KATHLEEN THOMPSON:					
<b>KENDALL ELECTRIC INC</b>					
09/24	09/16/2024	78382	590-540-776-000	OM&R SUPPLIES NORMAL	1,675.20
09/24	09/16/2024	78382	590-540-776-000	OM&R SUPPLIES NORMAL	3,124.47
Total KENDALL ELECTRIC INC:					
<b>KRISTAL'S HELPING HAND LLC</b>					
09/24	09/16/2024	78383	101-441-801-002	CONTRACTED SERV - JANITORIAL	138.34
09/24	09/16/2024	78383	216-336-801-002	CONTRACTED SERV - JANITORIAL	54.14
09/24	09/16/2024	78383	101-301-801-002	CONTRACTED SERV - JANITORIAL	108.34

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
09/24	09/16/2024	78383	101-260-801-002	CONTRACTED SERV - JANITORIAL	100.28
09/24	09/16/2024	78383	101-172-801-002	CONTRACTED SERV - JANITORIAL	100.28
09/24	09/16/2024	78383	101-253-801-002	CONTRACTED SERV - JANITORIAL	100.28
09/24	09/16/2024	78383	590-540-801-002	CONTRACTED SERV - JANITORIAL	108.34
Total KRISTAL'S HELPING HAND LLC:					710.00
<b>KRYSTINE LANGMAID</b>					
09/24	09/16/2024	78384	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	11.00
Total KRYSTINE LANGMAID:					11.00
<b>LEXIPOL</b>					
09/24	09/16/2024	78385	101-301-750-000	POLICE TECHNOLOGY	509.85
Total LEXIPOL:					509.85
<b>LISA JUNE</b>					
09/24	09/16/2024	78386	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	31.00
Total LISA JUNE:					31.00
<b>MARIE HORNBACHER</b>					
09/24	09/16/2024	78387	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	66.00
09/24	09/16/2024	78387	248-733-956-002	FARMER'S MARKET - KC PROG EXP	5.00
Total MARIE HORNBACHER:					71.00
<b>METTLER-TOLEDO, INC.</b>					
09/24	09/16/2024	78388	590-540-776-001	LAB SUPPLIES	2,107.91
Total METTLER-TOLEDO, INC.:					2,107.91
<b>MICHAEL CALDWELL</b>					
09/24	09/16/2024	78389	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	12.00
Total MICHAEL CALDWELL:					12.00
<b>MICHIGAN PIPE &amp; VALVE-SAGINAW</b>					
09/24	09/16/2024	78390	591-540-776-000	O&M SUPPLIES	1,275.00
09/24	09/16/2024	78390	591-540-776-000	O&M SUPPLIES	559.00
Total MICHIGAN PIPE & VALVE-SAGINAW:					1,834.00
<b>MICHIGAN STATE POLICE</b>					
09/24	09/16/2024	78391	101-301-750-000	POLICE TECHNOLOGY	33.00
Total MICHIGAN STATE POLICE:					33.00
<b>MIKE PAPP</b>					
09/24	09/16/2024	78392	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	24.00

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
Total MIKE PAPP:					24.00
<b>MOORE MOTOR SALES</b>					
09/24	09/16/2024	78393	101-301-860-000	GAS/OIL/TIRES	1,049.20
09/24	09/16/2024	78393	101-301-930-001	VEHICLE MAINTENACE EXPENSE	184.95
09/24	09/16/2024	78393	101-301-930-001	VEHICLE MAINTENACE EXPENSE	171.82
Total MOORE MOTOR SALES:					1,405.97
<b>NANCY BARRIGER</b>					
09/24	09/16/2024	78394	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	82.00
09/24	09/16/2024	78394	248-733-956-002	FARMER'S MARKET - KC PROG EXP	2.00
Total NANCY BARRIGER:					84.00
<b>NORTHERN TOOL &amp; EQUIP. CO.</b>					
09/24	09/16/2024	78395	101-265-776-000	O&M SUPPLIES	119.28
Total NORTHERN TOOL & EQUIP. CO.:					119.28
<b>ORKIN - 556 SAGINAW</b>					
09/24	09/16/2024	78396	101-265-801-000	CONTRACTED SERVICES	1,140.36
Total ORKIN - 556 SAGINAW:					1,140.36
<b>PAIGE RUSHLO</b>					
09/24	09/16/2024	78397	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	43.00
Total PAIGE RUSHLO:					43.00
<b>PREMIER SAFETY</b>					
09/24	09/16/2024	78398	216-336-930-000	REPAIRS - EQUIPMENT	1,560.00
Total PREMIER SAFETY:					1,560.00
<b>R&amp;R TECHNICAL SERVICES</b>					
09/24	09/16/2024	78399	101-751-801-000	CONTRACTED SERVICES	15.00
09/24	09/16/2024	78399	101-172-853-000	TELEPHONE	55.00
09/24	09/16/2024	78399	101-172-801-000	CONTRACTED SERVICES	140.00
09/24	09/16/2024	78399	101-253-801-000	CONTRACTED SERVICES	87.50
09/24	09/16/2024	78399	101-260-801-000	CONTRACTED SERVICES	87.50
09/24	09/16/2024	78399	101-301-801-000	CONTRACTED SERVICES	141.25
09/24	09/16/2024	78399	101-441-801-000	CONTRACTED SERVICES	93.75
09/24	09/16/2024	78399	216-336-801-000	CONTRACTED SERVICES	38.75
09/24	09/16/2024	78399	590-540-853-000	TELEPHONE	20.45
09/24	09/16/2024	78399	591-540-853-000	TELEPHONE	20.45
09/24	09/16/2024	78399	596-560-853-000	TELEPHONE	20.45
09/24	09/16/2024	78399	661-575-853-000	TELEPHONE	55.00
09/24	09/16/2024	78399	101-101-801-000	CONTRACTED SERVICES	120.00
09/24	09/16/2024	78399	101-301-750-000	POLICE TECHNOLOGY	50.00
09/24	09/16/2024	78399	101-301-853-000	TELEPHONE & PAGERS	20.45

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
09/24	09/16/2024	78399	202-483-853-000	TELEPHONE	20.45
09/24	09/16/2024	78399	203-483-853-000	TELEPHONE	20.45
09/24	09/16/2024	78399	204-483-853-000	TELEPHONE	20.45
09/24	09/16/2024	78399	248-728-853-000	TELEPHONE	55.00
09/24	09/16/2024	78399	216-336-853-000	TELEPHONE	55.00
09/24	09/16/2024	78399	101-253-853-000	TELEPHONE	27.50
09/24	09/16/2024	78399	101-260-853-000	TELEPHONE	27.50
09/24	09/16/2024	78399	101-371-853-000	TELEPHONE	20.50
09/24	09/16/2024	78399	101-702-853-000	TELEPHONE	20.45
09/24	09/16/2024	78399	101-441-853-000	TELEPHONE	20.45
09/24	09/16/2024	78399	101-703-853-000	TELEPHONE	20.45
09/24	09/16/2024	78399	590-540-801-000	CONTRACTED SERVICES	82.50
09/24	09/16/2024	78399	591-540-801-000	CONTRACTED SERVICES	70.00
09/24	09/16/2024	78399	596-521-801-000	CONTRACTED SERVICES	23.75
09/24	09/16/2024	78399	101-265-801-000	CONTRACTED SERVICES	66.00
Total R&R TECHNICAL SERVICES:					1,516.00
<b>RANDALL HECKROTH</b>					
09/24	09/16/2024	78400	216-336-740-000	OPERATING SUPPLIES	112.00
Total RANDALL HECKROTH:					112.00
<b>RED WING BUSINESS ADVANTAGE ACCOUNT</b>					
09/24	09/16/2024	78401	101-441-725-000	UNIFORMS	119.00
09/24	09/16/2024	78401	591-540-725-000	UNIFORMS	118.99
Total RED WING BUSINESS ADVANTAGE ACCOUNT:					237.99
<b>RYAN LONG</b>					
09/24	09/16/2024	78402	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	33.00
Total RYAN LONG:					33.00
<b>SHRED EXPERTS</b>					
09/24	09/16/2024	78403	101-260-801-000	CONTRACTED SERVICES	65.00
Total SHRED EXPERTS:					65.00
<b>STEPHEN'S TIRE SERVICE</b>					
09/24	09/16/2024	78404	661-575-801-000	MOTOR POOL Contracted serv	60.00
Total STEPHEN'S TIRE SERVICE:					60.00
<b>TAMMY GARDENER</b>					
09/24	09/16/2024	78405	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	10.00
Total TAMMY GARDENER:					10.00
<b>TEAM FINANCIAL GROUP</b>					
09/24	09/16/2024	78406	101-172-750-001	SOFTWARE MAINTENANCE AGREEMENT	33.17
09/24	09/16/2024	78406	101-253-750-001	SOFTWARE MAINTENANCE AGREEMENT	33.17

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
09/24	09/16/2024	78406	101-260-750-001	SOFTWARE MAINTENANCE AGREE'T	33.17
09/24	09/16/2024	78406	101-301-750-001	SOFTWARE MAINTENANCE AGEE'T	33.17
09/24	09/16/2024	78406	101-371-750-001	SOFTWARE MAINTENANCE AGREEM	33.17
09/24	09/16/2024	78406	101-441-750-001	SOFTWARE MAINTENANCE AGREE'T	33.17
09/24	09/16/2024	78406	216-336-750-001	SOFTWARE MAINTENANCE AGREE'T	33.17
09/24	09/16/2024	78406	101-751-750-001	SOFTWARE MAINTENANCE AGREE'T	33.16
09/24	09/16/2024	78406	590-540-750-001	SOFTWARE MAINTENANCE AGREEM	33.17
09/24	09/16/2024	78406	591-540-750-001	SOFTWARE MAINTENANCE AGREEM	33.17
09/24	09/16/2024	78406	596-521-750-001	SOFTWARE MAINTENANCE AGREEM	33.17
09/24	09/16/2024	78406	661-575-750-001	SOFTWARE MAINTENANCE AGREE'T	33.14
Total TEAM FINANCIAL GROUP:					398.00
<b>THE SAFETY COMPANY LLC</b>					
09/24	09/16/2024	78407	661-575-930-000	CONTRACTED REPAIRS	1,150.00
Total THE SAFETY COMPANY LLC:					1,150.00
<b>TIFFANY BEHERNDS</b>					
09/24	09/16/2024	78408	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	11.00
Total TIFFANY BEHERNDS:					11.00
<b>TRACE ANALYTICAL LABORATORIES, INC</b>					
09/24	09/16/2024	78409	591-540-777-001	WATER TESTING	43.50
Total TRACE ANALYTICAL LABORATORIES, INC:					43.50
<b>TUSCOLA COUNTY ADVERTISER</b>					
09/24	09/16/2024	78410	248-728-880-000	DOWNTOWN MUSIC	108.00
09/24	09/16/2024	78410	101-260-900-000	PRINTING & PUBLICATION	25.00
09/24	09/16/2024	78410	101-260-900-000	PRINTING & PUBLICATION	270.00
09/24	09/16/2024	78410	101-260-900-000	PRINTING & PUBLICATION	216.00
09/24	09/16/2024	78410	591-540-900-000	PUBLICATION	243.00
09/24	09/16/2024	78410	101-260-900-000	PRINTING & PUBLICATION	25.00
09/24	09/16/2024	78410	101-260-900-000	PRINTING & PUBLICATION	216.00
09/24	09/16/2024	78410	591-540-900-000	PUBLICATION	243.00
09/24	09/16/2024	78410	101-260-900-000	PRINTING & PUBLICATION	270.00
09/24	09/16/2024	78410	101-260-900-000	PRINTING & PUBLICATION	216.00
09/24	09/16/2024	78410	591-540-900-000	PUBLICATION	243.00
09/24	09/16/2024	78410	101-101-740-000	SUPPLIES/EQUIPMENT	20.00
Total TUSCOLA COUNTY ADVERTISER:					2,095.00
<b>TUSCOLA COUNTY TREASURER</b>					
09/24	09/06/2024	78342	101-000-222-000	DUE TO CTY - COUNTY OPERATING	44,633.91
09/24	09/06/2024	78342	101-000-228-001	DUE TO CTY - STATE EDUCATION	68,420.84
09/24	09/16/2024	78411	101-000-432-003	LIEU OF TAX DISTRIB-SUGARTREE	192.50
Total TUSCOLA COUNTY TREASURER:					113,247.25

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
<b>TYLER LITTLE</b>					
09/24	09/16/2024	78412	101-441-725-000	UNIFORMS	23.31
09/24	09/16/2024	78412	591-540-725-000	UNIFORMS	23.31
Total TYLER LITTLE:					<u>46.62</u>
<b>UIS SCADA</b>					
09/24	09/16/2024	78413	590-540-801-000	CONTRACTED SERVICES	5,147.00
09/24	09/16/2024	78413	590-545-801-000	CONTRACTED SERVICES	5,018.00
09/24	09/16/2024	78413	591-540-801-000	CONTRACTED SERVICES	1,950.00
09/24	09/16/2024	78413	590-540-801-000	CONTRACTED SERVICES	3,536.18
09/24	09/16/2024	78413	591-540-801-000	CONTRACTED SERVICES	942.72
09/24	09/16/2024	78413	590-540-801-000	CONTRACTED SERVICES	1,360.00
Total UIS SCADA:					<u>17,953.90</u>
<b>USA BLUEBOOK</b>					
09/24	09/16/2024	78414	590-540-776-001	LAB SUPPLIES	7,941.49
09/24	09/16/2024	78414	590-540-776-001	LAB SUPPLIES	672.40
09/24	09/16/2024	78414	590-545-776-000	OM&R SUPPLIES	1,635.12
Total USA BLUEBOOK:					<u>10,249.01</u>
<b>WEX BANK</b>					
09/24	09/09/2024	800113	661-575-860-000	GAS/OIL	742.88
09/24	09/09/2024	800113	216-336-860-000	GAS & OIL	194.19
09/24	09/09/2024	800113	101-371-860-000	GAS	194.19
09/24	09/09/2024	800113	101-301-860-000	GAS/OIL/TIRES	1,414.07
09/24	09/09/2024	800113	590-540-860-000	GAS/OIL/DIESEL	319.68
Total WEX.BANK:					<u>2,865.01</u>
Grand Totals:					<u>277,938.78</u>

## Report Criteria:

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

# CITY OF CARO

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

317 South State Street  
Caro MI 48723  
Phone 989-673-2226  
Fax 989-673-7310  
Website [www.carocity.net](http://www.carocity.net)

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

To: Caro City Council, Caro City Manager

From: Brian Newcomb, Chief of Police

Regarding: Month end report, August 2024

Date: September 4, 2024

## POLICE REPORTS

Police Report for August 2024-369 reports

Comparison-  
July 2024- 472  
June 2024-390 reports  
May 2024=464 complaints  
April 2024=473  
March 2024-372  
February 2024= 304  
January 2024 = 332 complaints

## MILEAGE

August 2024 = 5682 miles

## GASOLINE

August 2024 = 473.5 gallons

911 OPEN LINE/HANGUP		
ABANDONED VEHICLE	1	
ALARM	7	Assist TUSH-Colwood Bar-fight in progress
ANIMAL AT LARGE	7	2915 E. bevens rd. medical -child fell through window
ASSAULT INCLUDING DOMESTIC	14	2111 Evergreen assist MSP with assault in progress
ASSIST DHHS	2	4819 Center assist TUSH with B&E in progress
ASSIST FIRE	3	2269 W Akron rd, Assist TUSH with arrest
ASSIST MDOC	3	West st. at Garfield, Assist TUSH with arrest
ASSIST MSP	1	1115 Gun Club, assist MSP assault in progress
ASSIST OTHER PD	4	
ASSIST THUMB NARCOTICS		
ASSIST TUSH IN CARO	4	DV+C12:K61 3RD OFFENSE FELONY
ASSIST DPW	2	DV 3RD OFFENSE FELONY
ATTEMPT TO LOCATE PERSON		DV 3RD OFFENSE FELONY
B&E		CRIMINAL SEXUAL CONDUCT-2ND DEGREE FELONY
BACKGROUND INVESTIGATION LE		CONSPIRACY TO COMMIT CSC 2ND FELONY
BULLYING INCLUDING CYBER		CSC -ASSAULT W/INTENT TO COMMIT
CHILD LOCKED IN VEHICLE	1	SEXUAL PENETRATION FELONY
CHILD NEGLECT/ABUSE		CSC -ASSAULT W/INTENT TO COMMIT
CITIZEN ASSIST	2	SEXUAL PENETRATION FELONY
CIVIL DISPUTE	8	DOMESTIC VIOLENCE 3RD OFFENSE FELONY
CONCEALED WEAPONS		CSC 2ND DEGREE FELONY
CONDITIONAL BOND VIOLATION		CONSPIRACY TO COMMIT CSC 2ND FELONY
CONSERVATION VIOLATION		CSC -ASSAULT W/INTENT TO COMMIT
CRIMINAL SEXUAL CONDUCT	4	SEXUAL PENETRATION FELONY
CURFEW VIOLATION		CSC -ASSAULT W/INTENT TO COMMIT
DISORDERLY	3	SEXUAL PENETRATION FELONY
DISTURBING THE PEACE	3	DOMESTIC VIOLENCE 3RD OFFENSE FELONY
DOG BITE		DOMESTIC VIOLENCE MISDEMEANOR
DOG LOCKED IN VEHICLE		OPERATING VEH WHILE INTOXICATED MISDEMEANOR
DWLS		OPEN ALCOHOL IN VEHICLE MISDEMEANOR
EMBEZZLEMENT		TRESPASS MISDEMEANOR
FALSE PERSONATION		RETAIL FRAUD 2ND DEGREE MISDEMEANOR
FATAL TRAFFIC CRASH	1	CONSPIRACY TO COMMIT RETAIL FRAUD MISDEMEANOR
FELONIOUS ASSAULT	2	RETAIL FRAUD 2ND DEGREE MISDEMEANOR
FIGHT IN PROGRESS		FALSE THREAT OF TERRORISM FELONY
FIREWORKS VIOLATION		FALSE THREAT OF BOMB/DEVICE FELONY
FLEE POLICE		HOME INVASION-1ST DEGREE FELONY
FOLLOW UP INVESTIGATION	1	ASSAULT WITH DANGEROUS WEAPON FELONY
FOUND PROPERTY	3	ASSAULT WITH DANGEROUS WEAPON FELONY
FRAUD	5	POSSESS COCAINE, HEROIN ETC FELONY
GENERAL	7	DOMESTIC VIOLENCE MISDEMEANOR
GUNSHOT WOUND		DISORDERLY-DRUNK MISDEMEANOR
HARASSMENT	5	LARCENY OVER \$200 MISDEMEANOR
HIT AND RUN PDA	2	BREAKING AND ENTERING VEHICLE MISDEMEANOR
HOMELESS		STEAL FINANCIAL TRANSACTION DEVICE FELONY
HOMICIDE ATTEMPT		STEAL FINANCIAL TRANSACTION DEVICE FELONY
INDECENT EXPOSURE	1	STEAL FINANCIAL TRANSACTION DEVICE FELONY
INJURY CRASH	2	STEAL FINANCIAL TRANSACTION DEVICE FELONY
INTOXICATED PERSON		BREAKING AND ENTERING VEHICLE MISDEMEANOR
INVESTIGATION FOLLOWUP		LARCENY UNDER \$200 MISDEMEANOR
KEYS LOCKED IN VEHICLE		POSSESS BURGLARY TOOLS FELONY
KIDNAPPING		CARRY CONCEALED WEAPON FELONY

LARCENY	3	AGGRAVATED INDECENT EXPOSURE	FELONY
LARCENY BY CONVERSION		OPERATING VEH WITH HIGH BAC	MISDEMEANOR
LARCENY FROM VEHICLE	2	OPERATING VEH WHILE INTOXICATED	MISDEMEANOR
LARCENY IN A BUILDING	1	OPERATING VEH WITH HIGH BAC	MISDEMEANOR
LIQUOR INSPECTION	15	OPERATING VEH WHILE INTOXICATED	MISDEMEANOR
LITTERING		ASSAULT/RESIST/OBSTRUCT POLICE	FELONY
LOITERING		ASSAULT AND BATTERY	MISDEMEANOR
LOST PROPERTY	1	ASSAULT AND BATTERY	MISDEMEANOR
MDOP		<b>TOTAL ARRESTS</b>	
MED FIRST RESPONSE CALL	16	<b>46</b>	
MENTAL HEALTH CALL	3	<b>SEARCH WARRANTS EXECUTED</b>	
MIP-ALCOHOL		<b>2</b>	
MIP-VAPE			
MISSING JUVENILE			
MISSING PERSON	1		
MISUSE OF 911 LINE			
MOTORIST ASSIST	2		
MUTUAL AID	7		
NARCOTICS	3		
NATURAL DEATH	1		
NO INSURANCE-VEHICLE	1		
NO OPERATORS LICENSE			
NO REGISTRATION MISDEMEANOR	2		
NOISE COMPLAINT	2		
OPEN DOOR	4		
OVERDOSE-DRUGS			
OWI	1		
PARKING VIOLATIONS	1		
PAROLE VIOLATION			
PDA	16		
PPO VIOLATION	2		
PROBATION VIOLATION			
PROWLER	1		
PUBLIC RELATIONS	2		
RECKLESS DRIVING	3		
REGISTRATION VIOLATION			
RESIST OFFICER			
RETAIL FRAUD	3		
ROAD RAGE	1		
RUNAWAY	2		
SEARCH WARRANT	2		
SINKHOLE IN ROADWAY			
STALKING	1		
SUBPOENA SERVICE	2		
SUICIDE OR ATTEMPTED SUICIDE	1		
SUICIDAL PERSON-THREATS OF	1		
SUSPICIOUS PERSON	3		
SUSPICIOUS SITUATION	8		
THREATS	1		
THREATS TO ATTY GENERAL			
THREATS TO COURTHOUSE			
THREATS TO SCHOOL	1		
TRAFFIC CONTROL	5		

TRAFFIC STOPS/CITATIONS	120
TRESPASS	
UDAA	1
VERBAL DOMESTIC	8
VIN INSPECTION	
WARRANT ARREST - FELONY	2
WARRANT ARREST - MISDEMEANOR	3
WEAPONS OFFENSE	1
WELFARE CHECK	15
WITNESS INTIMIDATION	

TOTAL COMPLAINTS	369
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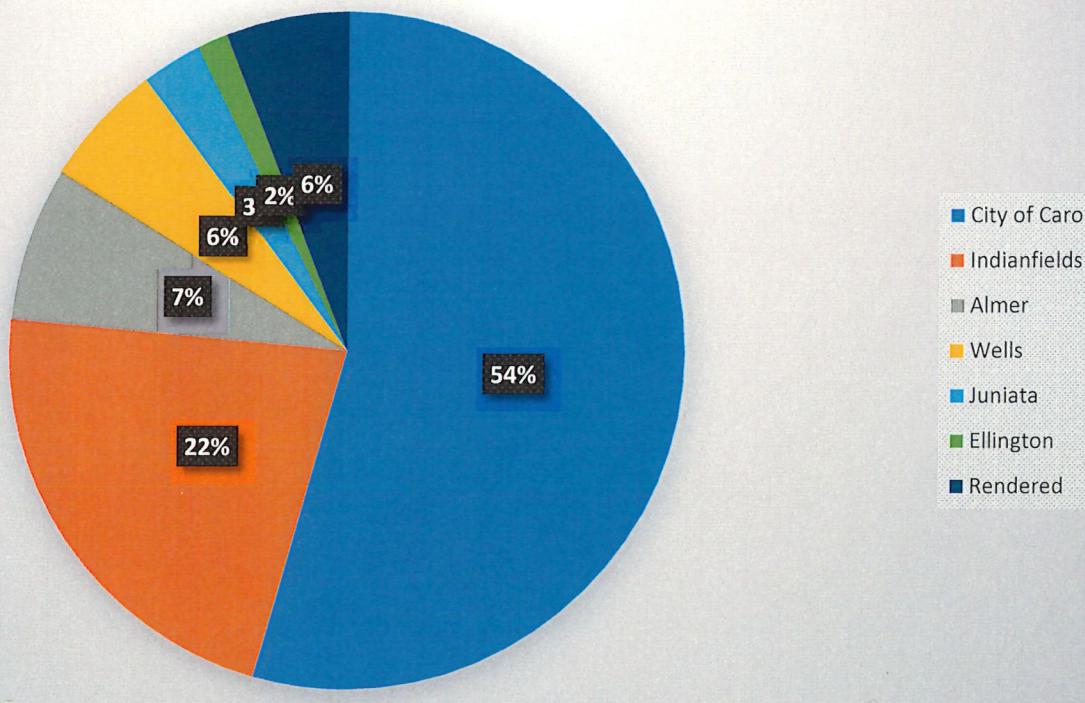
		Fire runs August 1, 2024 thru August 31, 2024	<b>City of Caro Fire Department</b>	Report to Council			<b>page 1</b>
Run #	Date	Responsible entity	Address of call	Description	Water usage	Township	
539	8/1/2024	3591 W. Caro Rd.		medical 332	0	Juniata	
540	8/1/2024	240 E. Grant St.		medical 333	0	City	
541	8/1/2024	2860 E. Wells Rd.	Justin Rowe	CO detector, false	0	Wells	
542	8/1/2024	2307 Rossman Rd.		Medical 334	0	Wells	
543	8/2/2024	1544 VanGeisen Rd. #2		medical 334	0	City	
544	8/2/2024	M24 / M46 intersection	Mayville FD	2 vehicle crash,injuries	0	Mutual	
545	8/2/2024	3150 Frankford Rd.		Medical 335	0	Wells	
546	8/4/2024	Hurds Corner Rd.		Medical	0	Wells	
547	8/4/2024	1032 S. Colling Rd.		medical	0	City	
548	8/4/2024	24 & Deckerville Rd.	canceled, not found	possible crash,per phone	0	Almer	
549	8/4/2024	1601 W. Gilford Rd. E603		medical 338	0	City	
550	8/4/2024	2480 E. Deckerville Rd.		medical	0	Ellington	
551	8/5/2024	1115 Gun Club Rd.		Medical 339	0	Indianfields	
552	8/5/2024	1799 Sunset DR.		Medical no #	0	Almer	
553	8/5/2024	1544 Vangeisen Rd. #17		medical 340	0	City	
554	8/7/2024	W. Caro & Walk RD.	Sarah Ann Kane	2-vehicle crash	0	Indianfields	
555	8/8/2024	1285 Cleaver Rd.	Medical Care Facility	False alarm	0	City	
556	8/8/2024	637 Arlington Dr.		medical 341	0	City	
557	8/8/2024	502 Fremont St.		medical 342	0	City	
558	8/9/2024	1359 S. Colling Rd.		Medical 343	0	Indianfields	
559	8/9/2024	1745 Mertz Rd.		Medical 344	0	Indianfields	
560	8/9/2024	1057 E. Caro Rd.		medical 345	0	City	
561	8/10/2024	2905 Riley Rd.		Medical 346	0	Wells	
562	8/11/2024	1726 Gun Club Rd.	Katie Killian	vehicle roll over, fatal	0	Indianfields	
563	8/11/2024	1381 Cleaver Rd.	DTE	Electrical pole issue	0	Almer	
564	8/12/2024	2325 Mertz Rd.		Medical 347	0	Indianfields	
565	8/12/2024	1605 Parkway DR.		medical 348	0	City	
566	8/12/2024	1544 VanGeisen RD. #1		medical 349	0	City	
567	8/12/2024	1450 Gun Club Rd.		Medical 350	0	Indianfields	
568	8/14/2024	191 Northview Dr.		medical 351	0	City	
569	8/14/2024	109 E. Grant St.		medical 352	0	City	
570	8/14/2024	751 Williamsburg Dr.		medical 353	0	City	
571	8/16/2024	625 W. Burnside St.		medical 354	0	City	
572	8/16/2024	524 Court St.		medical 355	0	City	
573	8/16/2024	2111 Evergreen Dr.		Medical 356	0	Indianfields	
574	8/17/2024	103 Kinyon St.		medical 357	0	City	
575	8/17/2024	1601 W. Gilford Rd. D203		medical No #	0	City	
576	8/17/2024	323 Green St.		medical 358	0	City	
577	8/18/2024	226 Quinn Ave.		medical 359	0	City	
578	8/19/2024	2040 Chambers Rd.		Medical 360	0	Indianfields	
579	8/19/2024	103 N. Almer St.		medical 361	0	City	
580	8/19/2024	647 Meadow Dr.		medical 362	0	City	
581	5/20/2024	333 Madison St.		medical 363	0	City	
582	8/20/2024	133 1st. St.		medical 364	0	City	
583	8/20/2024	400 S. Almer St.	Tuscola County Treasurer	house filled with gas	0	City	



## Charted Numbers

	Total month calls	Medical calls	Fires
City of Caro	37	31	6
Indianfields	15	13	2
Almer	5	2	3
Wells	4	2	2
Juniata	2	1	1
Ellington	1	1	0
Rendered	4	0	4

## Total calls for JUNE 2024



## Fire calls

18

City

37

## Medical calls

53

Indianfields

15

## Total runs

71

Almer

5

Wells

4

Juniata

2

Ellington

1

Rendered

4

71



# CITY OF CARO CODE ENFORCEMENT

September 2024 Council Code report

## August 2024 monthly review

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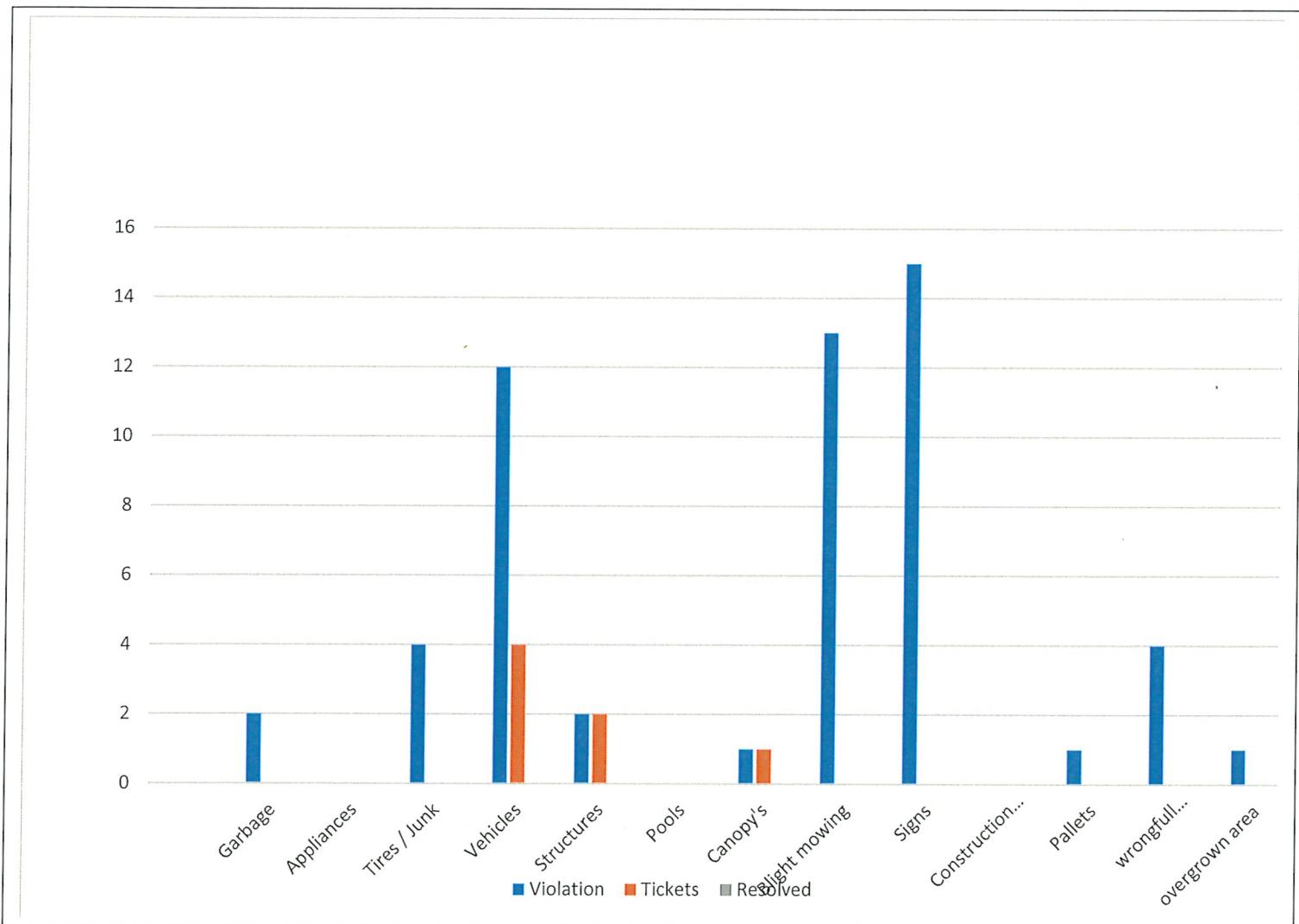


# CITY OF CARO CODE ENFORCEMENT

September 2024 Council Code report

August 2024 monthly review

Page 2 of 2



35 Blights cited  
7 Tickets issued at \$2850.00

# 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  
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MAYOR  
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CITY COUNCIL  
EMILY CAMPBELL  
GREGORY HUTCHISON  
PAMELA ISELER  
CHARLOTTE KISH  
DOREEN OEDY  
JILL WHITE

## MEMORANDUM

TO: Caro City Council  
FROM: City Manager Scott R. Czasak  
DATE: Wednesday, September 11, 2024  
RE: Agenda Item – Water Reliability and Capacity Study

Members of the Caro City Council,

As you may know, every 5 years the City is required to perform a Water Reliability and Capacity Study by the Michigan Department of Environment, Great Lakes, and Energy (EGLE) in order to ensure we are aware of the current reliability and capacity of our water system, and look forward to ensure we are taking the proper steps to ensure our water system is reliable well into the future. The last of these studies was done in 2019 at a cost of under \$15,000. As such, the hiring of a civil engineering firm to undertake this study was done via the City's bid process.

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. The following three proposals were received:

Bidder	Location	Bid Amount
Fleis and Vandenbrink	Midland, MI	\$29,800.00
MLR Engineering	Freeland, MI	\$22,900.00
Rowe Engineering	Flint, MI	\$15,800.00

After a review of the proposals, qualifications, and references of all three bidders, it is recommended to award the project to Rowe Engineering of Flint, MI for the bid amount of \$15,800.00. The current water fund budget has \$20,000 set aside for miscellaneous Contracted Services, which is more than enough to cover the cost of this required study and leave some for a rainy day.

Options for motions are:

1. Motion to accept the proposal from Rowe Engineering to complete the Water Reliability and Capacity Study for the bid amount of \$15,800.00 and instruct the City Manager to sign all documents required to complete the project.
2. Motion to accept the proposal from another bidder to complete the Water Reliability and Capacity Study for the amount bid and instruct the City Manager to sign all documents required to complete the project.
3. Instruct the City Manager to rebid the project.
4. Postpone for further consideration and discussion.
5. Take no action.

**CITY OF CARO**  
**REQUEST FOR PROPOSALS**  
**WATER RELIABILITY STUDY**  
**PROPOSAL WORKSHEET**

**PROJECT START AND COMPLETION DATE:**

The city would like the project to start within 30 days after award of the project and for the study and deliverables be completed by December 15, 2024.

Proposed alternate completion date (if applicable): N/A.

**PROPOSAL**

I/we agree to furnish the City of Caro the Water Reliability and Capacity Study as specified above for an amount not to exceed:

\$ 15,800

Amount in words Fifteen thousand and eight hundred Dollars

Signature: *Jeremy Lynn, P.E.*

Date: September 10, 2024

**Print or type**

Name: Jeremy M. Lynn, PE

Company: ROWE Professional Services Company

Address: 540 South Saginaw Street

Flint, MI 48501

Telephone #: (810) 341-7500

Fax #: (810) 341-7573

E-mail: jlynn@rowepsc.com

Federal I.D. Number: 38-1867099

**CITY OF CARO  
REQUEST FOR PROPOSALS  
WATER RELIABILITY STUDY  
PROPOSAL WORKSHEET**

**PROJECT START AND COMPLETION DATE:**

The city would like the project to start within 30 days after award of the project and for the study and deliverables be completed by December 15, 2024.

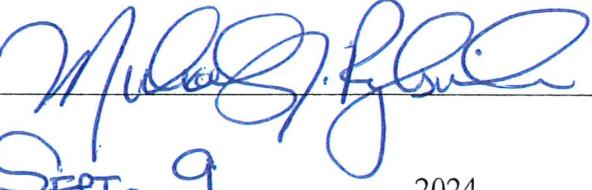
Proposed alternate completion date (if applicable): 2/15/25.

**PROPOSAL**

I/we agree to furnish the City of Caro the Water Reliability and Capacity Study as specified above for an amount not to exceed:

\$ 22,900.00

Amount in words TWENTY TWO THOUSAND NINE HUNDRED Dollars

Signature: 

Date: SEPT- 9, 2024

**Print or type**

Name: MICHAEL J. RYBICKI

Company: MLR ENGINEERING

Address: 134 S. MAIN ST., STE 1

FREEZELAND, MI 48623

Telephone #: 989-692-5034

Fax #: —

E-mail: Mike@mlreengineering.com

Federal I.D. Number: 26-3552830

## SECTION 5: PROFESSIONAL FEES

F&V has worked with many municipalities and is aware of the local politics of regional systems. Through our years of experience, we have developed a process to produce quality reports exceeding our clients' expectations. Our proposed cost to complete the scope of services described in this proposal is a lump sum fee in the amount of **\$29,800**.

We also understand the need for municipalities to be fiscally responsible. Our team will work closely with the City to balance project cost so we can deliver a useful report at the appropriate fee. We will monitor the budget throughout the project to keep everyone informed on budget status and areas where the City could save money.

Hourly rates can be found on the following page. Our rates are adjusted annually based on market conditions and inflation. Updated copies will be provided to the City upon request.

# CITY OF CARO

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SCOTT R. CZASAK  
CITY CLERK  
RITA PAPP  
CITY TREASURER  
TAMMY RIES  
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JILL WHITE

## MEMORANDUM

TO: Caro City Council  
FROM: City Manager Scott R. Czasak  
DATE: Wednesday, September 11, 2024  
RE: Agenda Item – Michigan Rural Water Association Operator In-Charge Contract

---

Members of the Caro City Council,

As you know, with the resignation of David Dienes, II as Superintendent of Wastewater Treatment there is an acute need to have a licensed Operator In-Charge to supervise certain day-to-day operations which require a Class B Wastewater License as well as officially sign off on certain reports and other matters with the State. Given the immediate need to have this position in place on a temporary basis and going with the precedent of who was used the last time there was a vacancy in this position and has familiarity with our systems, Michigan Rural Water Association was reached out to in order to provide emergency services since Mr. Dienes' departure.

In order to ensure continuity and compliance it is my recommendation to the Council to adopt the proposed contract for services as Operator In-Charge of the Wastewater Treatment Plant until such a time a licensed Operator In-Charge is back on City staff. The fee for this service will be \$100 per hour, and it is my intention to aggressively seek a replacement for Superintendent to contain the long-term costs of this contract.

Options for motions are:

1. Motion to accept the proposed contract for Operator In-Charge services from Michigan Rural Water Association as presented.
2. Instruct the City Manager to bid the contract.
3. Postpone for further consideration and discussion.
4. Take no action.

### *Agreement for Temporary Certified Operator Supervision*

*This Agreement, is entered into this 1st day of September, 2024, for a period of one (1) year, by and between Michigan Rural Water Association, Inc. (hereinafter Association) and City of Caro (hereinafter "the Utility"). Such period shall be extended for a similar period of time unless terminated as provided. The Association responsibilities herein shall begin no later than seven (7) business days following the date here executed.*

*The Association agrees to provide the supervision of an operator certified at or above the class and grade of the facility operated by the Utility (hereinafter Certified Operator). The Utility will supply to the Association such information as requested, such as blue prints or drawings of the treatment plant, standard operating procedures employment history of employees who will be working with the Association, and any other information that may be required to efficiently operate the treatment plant. The certified operator will personally inspect the system to assure proper operation and maintenance as required by Michigan Department of Environmental Quality (hereinafter EGLE). The certified operator will provide verbal and written instructions to the on-site Utility representative and periodically inspect records to assist the Utility in keeping adequate records. Such verbal or written instructions are to be responded to and/or followed by the Utility representative. The certified operator will sign all required monthly reports of operations and Discharge Monitoring Reports as required by EGLE.*

*The Utility agrees to pay the Association for the contract services of a certified operator at the rate of \$100/hr and for any lodging and / or per diem incurred by the Association. Such rate is subject to increase on January 1 and July 1 of each calendar year following discussion of the parties.*

*The Utility shall be responsible for identifying and designating an onsite Utility representative.*

*The Utility shall be responsible for proper system operations and maintenance and repair in accordance with federal, state and local regulation, including all pumps and motors, valves and mechanical devices, and to perform all laboratory procedures and keep Quality Control and Assurance records; completion of all applications required by EGLE and make all changes in operations and/or complete all maintenance and repair identified by verbal or written instructions of the Association's Certified Operator.*

*The Utility shall pay the costs associated with the operation, maintenance and repair of the system, which cost are not the responsibility of the Association. Any and all labor, material and supply costs shall be paid by the Utility.*

*The Utility agrees to hold the Association and its board, agents, and employees harmless from and indemnify the same for any damages, claims, or liabilities incurred by or made against the Utility or the Association its board, agents or employees in conjunction with the fulfillment of the Association's duties under this Agreement. The parties acknowledge that no partnership exists between the Association and Utility. If the Utility is unable to (fulfill their responsibilities as described in the paragraph above **OR** perform proper system operation and maintenance and repair or laboratory procedures and QA/QC, or fill out applications,) the Association will either*

*perform these functions or contract for their completion, at the Utility expense. The charge for such will be at the rate of \$100 per hour.*

*If the Utility representative is unable to fulfill the Utility's responsibilities, the Association can provide appropriate instruction to enable them to understand and perform functions of operation and maintenance, laboratory procedures and record-keeping. The Association will consider this additional to the primary intent of this agreement and charge for this instruction at the rate of \$75 per hour.*

*This Agreement sets forth the entire agreement and understanding of the parties and supersedes all prior agreements on this subject whether written or oral.*

*This Agreement may be terminated by either party with thirty (30) days written notice to the other party. Written notice shall be mailed to the business address of the other party.*

*The individuals signing below affirm that they have been duly authorized by their respective entities to execute the Agreement and such execution shall bind the entities reflected herein.*

---

*Tim Neumann, Executive Director*

---

*Utility Representative*

---

*Date*

---

*Date*

# CITY OF CARO

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JILL WHITE

## MEMORANDUM

TO: Caro City Council  
FROM: City Manager Scott R. Czasak  
DATE: Wednesday, September 11, 2024  
RE: Agenda Item – Snow Removal Ordinance Amendment – First Reading

---

Members of the Caro City Council,

As you know, at a previous meeting the Council referred an examination of the current snow and ice removal ordinance to the Policy Committee for review and a recommendation. After determining a framework, the City Attorney drafted a proposed amendment. The Committee reviewed the proposal and unanimously voted to recommend its adoption to Council.

This amendment would change the current requirement for properties abutting State Street between Grant and Adams to have snow and ice cleared by 10:00am to all Commercial, Industrial, and Office zones. Additionally, this amendment would require residents who live in an area with an Overlay Zone, which is mostly along State Street, Frank Street, and Hooper Street, to have snow and ice cleared within 12 hours of the end of a snow/ice event, as determined by the City Manager or their designee.

Additionally, the amendment would clarify the entire City is required to keep sidewalks clear of “obstruction, encroachment, encumbrances, filth, and nuisances” at all times. This would include grass clippings, garbage, children’s toys, etc.

Lastly, this would add that a violation is subject to a municipal civil infraction, with each day being treated as a separate offence.

Options for motions are:

1. Motion to consider the ordinance amendment to be read for the first time, and set a public hearing at the next City Council meeting on Monday, October 6, 2024 at 6:30pm.
2. Refer the proposed amendment back to the Policy Committee with instructions.
3. Postpone for further consideration and discussion.
4. Take no action.

**CITY OF CARO**

**ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE TO AMEND SECTION 32-124 OF THE CARO CITY CODE  
REGARDING SNOW REMOVAL**

The City of Caro ordains:

**Section 1. Amendment to Section 32-124.**

That Section 32-124 of the Caro City Code is hereby amended in its entirety to read as follows, where text to be deleted is shown with a strikethrough and text to be added is in bold:

**Sec. 32-124. – Removal of Snow, Ice, and Other Obstructions Required; Violations.**

~~The owners and occupants of any lot or premises abutting on State Street between Grant Street and Adams Street in the city shall before 10:00 a.m. each day remove all snow and ice from the sidewalk in front of or adjacent to such lot, premises or building and always keep the same free from obstruction, encroachment, encumbrances, filth and other nuisances.~~

**(a) Each day before 10:00 a.m. all snow and ice must be removed from all sidewalks abutting any lot or premises located in the following zoning districts:**

- (1) Office Service District**
- (2) Community Business District**
- (3) General Business District**
- (4) Light Industrial District**
- (5) General Industrial District**

**(b) Within 12 hours of the end of a snow event, as determined by the City Manager or their designee, all snow and ice must be removed from all sidewalks abutting any lot or premises located in the following zoning districts:**

- (1) Any Residential District within an Office Overlay District**
- (2) Any Residential District within a Commercial/Office Overlay District**

**(c) “Snow event” means any weather occurrence that results in the accumulation of snow, ice, or the mixture of snow and ice.**

- (d) At all times the owners and occupants of any lot or premises within the City must keep the sidewalk abutting the lot or premises free from obstruction, encroachment, encumbrances, filth, and nuisances.
- (e) A violation of this Section is punishable as a municipal civil infraction. Each day a violation continues is a separate offense. The owners and occupants of any lot or premises subject to this Section may be held jointly and severally responsible for any violation of this Section.

**Section 2. Severability and Validity.**

If any portion of this Ordinance is found invalid for any reason, such holding will not affect the validity of the remaining portions of this Ordinance.

**Section 3. Repealer.**

Any ordinances that conflict with this Ordinance are repealed to the extent necessary to give this Ordinance full force and effect.

**Section 4. Effective Date.**

This Ordinance takes effect upon its publication.

87253:00001:200785204-1

# CITY OF CARO

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## MEMORANDUM

TO: Caro City Council  
FROM: City Manager Scott R. Czasak  
DATE: Wednesday, September 11, 2024  
RE: Agenda Item – Rezoning of 527 S. State Street

---

Members of the Caro City Council,

On Tuesday, September 10, 2024, the City of Caro Planning Commission held a Public Hearing to consider the request of the owners of 527 S. State Street to rezone their property (parcel number 050-500-604-1500-01) from RA-2 (One-Family Medium Density Residential District) with an Office Only Overlay to B-2 (General Business District).

The purpose behind this action is the new owners of the property wish to allow the property to serve as a sewing shop to include machine repair and sales, accessory sales, sewing classes, and quilting. The petitioners came to see if the property could fit with the proposed business prior to moving in. As Zoning Administrator, I reviewed the ordinance and found the Office Only Overlay did not quite fit the intended purpose, which included retail sales. As such, they were advised of their options and chose to request this rezoning to B-2 to accommodate their proposed business.

This property is along M-81 and the future land use map does anticipate this area being a commercial area, and the intended purpose of an overlay is to lead redevelopment of residential areas to commercial purposes, which this request is in the spirit of.

During the Public Hearing a few questions were asked, however, there was no opposition from nearby residents. While the requested reason for the rezoning is for a new business, this would allow different types of development on this land in the future if so chosen by the landowners. By a unanimous vote the Planning Commission recommended to the Council to allow the rezoning.

Your options for motions are:

1. Motion to accept the request to rezone parcel 050-500-604-1500-01 from RA-2 with an Office Only Overlay to B-2 and update all zoning maps accordingly.
2. Motion to deny the rezoning request.
3. Refer the matter back to the Planning Commission.
4. Postpone for further discussion.
5. Take no action.

H2O TOWERS LLC

## Estimate

PO Box 398  
Saline, MI 48176

Date	Estimate #
9/12/2024	2650

Name / Address

---

City of Caro  
317 S. State St.  
Caro, MI 48723  
Tom Reese 989-248-6424  
treese@carocity.net

Customer Signature

# CITY OF CARO

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JILL WHITE

## MEMORANDUM

TO: Caro City Council  
FROM: City Manager Scott R. Czasak  
DATE: Wednesday, September 11, 2024  
RE: City Manager's Report

---

Members of the Caro City Council,

As we go from the heat of summer to the crispness of fall it is a time for change and getting to work on fall projects here in Caro.

As this memo goes out to Council, I will be in attendance at the Michigan Municipal League's annual convention on Mackinac Island. I look forward to the general and break out sessions, the ability to share ideas and experiences with people from all over the state, and admittedly get maybe a moment or two to sit in a rocking chair on the porch of the Grand Hotel and enjoy the view.

In addition to my usual meetings with staff, residents, businesses, and Rotary attendance I have been busy with steadying the ship at the Wastewater Treatment Plant given the recent changes and beginning the process of choosing an IT service provider to recommend to City Council at our October meeting. As a preview of things to come we have received the largest number of bids in memory, and IT services are not cookie cutter and doing apples to apples comparisons are difficult due to different service offerings. This will be a complex issue Council will have to be ready to review next month.

In DPW news I can report by press time the staining of the path along M-24 will be complete, even if the bridge project itself will not be. I have included pictures below so Council can see the before and after of the project.

Lastly, during this three-week Council cycle I will once again be stepping away from the office, the last week in September I will be taking some vacation days at home, and then will be going to the Michigan Association of Plannings annual conference in Grand Rapids. As I will be out of the immediate range of the City I will be naming Police Chief Brian Newcomb as Acting City Manager as necessary.

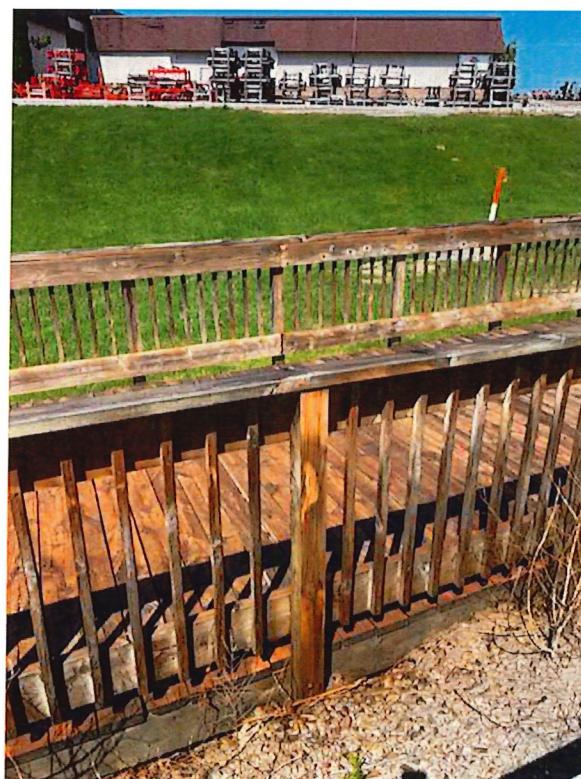
I am looking forward to another successful Pumpkin Festival, which will lead before we know it into the holiday season!

GO LIONS!

Before:



After:



# CITY OF CARO

CITY MANAGER  
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JILL WHITE

**TO:** City Council  
**FROM:** Karen Snider – Mayor  
**SUBJECT:** Mayor's Report  
**DATE:** September 16, 2024

The City Manager, Clerk and I prepared the Council agenda on September 11, 2024, for the September 16, 2024, council meeting.

I attended Rotary on September 9, 2024. The Rotary club speaker was Lauren Amella, Director of Downtown and Development Authority (DDA). She did a video presentation regarding the recent website for the DDA and how to maneuver it.

I attended the Tuscola County Brownfield Redevelopment Authority on September 10, 2024. A Resolution was approved naming Trevor Keyes to the County of Tuscola Brownfield Redevelopment Authority Board of Directors to the Tuscola County Commissioners. Immediately following this meeting was the Tuscola County Economic Development Corporation Board of Directors meeting, at which I was also present. They reviewed their financial reports and investment requests and many other items.

Planning was cancelled for August 13, 2024.

I attended the Planning Commission on September 10, 2024. The members reviewed the site plan for the new business coming to 1079 E. Caro Road (Starbucks).

The Downtown Development Authority meeting was held on September 11, 2024.

Don't forget that Relay for Life will be held September 21, 2024, from 12:00 PM to 9:00 PM at the Tuscola County Fairgrounds. The Relay for Life is dedicated to raising money for cancer research at American Cancer Society.

The Tuscola County 43<sup>rd</sup> Annual Pumpkin Festival will be October 3-6, 2024, in Caro, MI.

# CITY OF CARO

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**TO:** City Council/City Manager  
**FROM:** Rita Papp – City Clerk  
**SUBJECT:** Clerk's Report  
**DATE:** September 16, 2024

---

- General Election will be held in the City of Caro on November 5, 2024.
- 9 days of Early Voting will be held from October 26<sup>th</sup> through November 3rd. 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.
- The clerk's office is in the process of preparing for the General Election, November 5, 2024.
- Election filing packets for City Council have been received for the November 5, 2024 General Election.
- Mailed 235 AV Ballot Application on Friday, August 23, 2024.
- Ballots will be available for mailing by September 21, 2024 per Statute.
- Applied and was approved for an Election Grant of \$5,000.00 from CTCL Non-Partisan 2024 Rural and Nonmetro Election Infrastructure Grant Program. Funds will be used for needed elections supplies for the November 2024 election.
- Applied and was approved for \$6,000.00 grant from Institute for Responsive Government 2024 Grant Program. Funds will be used for needed elections supplies for the November 2024 election.
- Posted the Wastewater Treatment Plant Superintendent position due to the resignation of David Dienes II. Open until filled. One candidate is scheduled for an interview on Monday September 16, 2024.
- Attended Policy Committee Meeting September 9, 2024.
- Attended DDA Meeting September 11, 2024.
- Attended Tuscola County Clerk's Association Meeting September 12, 2024.
- Received resignation letter from Lauren Amellal, DDA Executive Director, effective October 11, 2024. Waiting for approval to post position.
- In the process of posting for DDA Board Member vacancies due to resignations.

# CITY OF CARO

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GREGORY HUTCHISON

TO: City Council  
City Manager – Scott Czasak  
FROM: Tammy Ries, Treasurer  
SUBJECT: Treasurer's Report  
DATE: 9/10/2024

---

It has been another busy month for the treasurer's office. The front desk has continued to be busy with tax and utility payments coming in, billing for blight and fire runs, work orders for DPW and many other things. As of September 10<sup>th</sup>, we have collected 53% of the summer taxes.

Here is a small list of some of my duties in the last month.

- Gathered certificates of insurance from many of our vendors and sent all documents to the insurance auditor for our worker's compensation audit.
- Gathered documents and sent everything requested to our auditor for the financial audit that begins September 30<sup>th</sup>
- Attended an MSU webinar on fiscally healthy communities
- Attended City Council meeting
- Reconciled bank accounts
- Reconciled investment Accounts
- Prepared financial statements and reports
- Completed journal entries for interest, bank fees, and multiple other items
- Allocated taxes collected
- Assisted the front desk during lunches and vacations
- Attended MDOT training webinars
- Assisted residents with various questions and concerns