

## CITY OF CARO REGULAR COUNCIL MINUTES

Regular meeting called to order January 16, 2012 at 7:30 p.m. by Mayor Dick Pouliot

Present: Mayor Dick Pouliot, Council Members: Mike Henry, Joe Greene, Amanda Langmaid, Rick Lipan, Charlotte Kish, Gordon Taggett

Absent: None

Others in Attendance: Brent D. Morgan – City Manager, Karen Snider – City Clerk/Treasurer, Police Chief Brian Newcomb, DPW Superintendent Charlie Sundblad, WWTP Superintendent Curtis Wells and other guests.

**AGENDA APPROVAL: Moved by Kish, seconded by Langmaid to approve the agenda with the following additions: Regular Agenda: 10. Appointment to Board of Review; and add one additional invoice for Richfield Equities, LLC. Motion carried.**

**PUBLIC COMMENT/VISITORS:** Herb Sheardy questioned if the engineering on the upcoming proposed infrastructure projects were going to be bid out. Richard Elrod has concerns as to a blight letter he received.

**PRESENTATION:** IBEX Insurance Agency representative, Tim McClorey, who is our regional risk manager from Michigan Municipal Risk Management Authority presented Council with a refund check for premiums paid by the City of Caro in the amount of \$28,954.

### COMMUNICATION:

Mayor Pouliot noted the communications. The Mayor referred the letter from Curtis Wells back to the City Manager and Personnel Chair to review the issues addressed in his letter and they are to bring a report back to Council.

### CONSENT AGENDA:

1. Minutes – Regular Council Minutes – January 3, 2012
2. Personnel Minutes, January 11, 2012
3. Invoices
4. Department Reports
  - a. Police Report – Chief Brian Newcomb
  - b. Fire Report – Chief David Mattlin
  - c. Parks & Recreation – (Not available)
  - d. DPW/Water Report – Charles Sundblad
  - e. Blight Report – Jerry Thorp
  - f. WWTP – Curtis Wells
  - g. Municipal Parking Violations Bureau Report – Karen Snider

**Moved by Greene, seconded by Kish to approve the consent agenda including the invoices for payment as presented. Motion carried.**

**REGULAR AGENDA:** (action required)

1. Pay Application #Three-Final – E. Burnside Parking Lot Project – **Moved by Henry, seconded by Lipan to accept the recommendation from the DDA to approve Pay Application #Three – Final to J.R. Heineman & Sons, Inc. in the amount of \$9,005.79. Motion carried.**
2. Rowe Professional Services Invoice #0068480 –**Moved by Greene, seconded by Henry to accept the recommendation from the DDA to approve final payment of Invoice #0068480 to Rowe Professional Services in the amount of \$1,150. Motion carried.**
3. Recommendation from Personnel – Employee Contract – **Moved by Greene, seconded by Henry to treat Mr. Wells the same as other personnel and make him subject to the 80/20 resolution adopted by Council. Motion carried.**
4. Recommendation from Personnel – Park & Recreation Request For Proposals – **Moved by Greene, seconded by Langmaid to accept the recommendation from Personnel Committee to approve the City of Caro Parks & Recreation Programs RFP and authorize City Administration to publish RFP on January 21, 2012 and receive bids back February 15, 2012. Motion carried.**
5. Recommendation from Personnel – Extension of City Manager Contract – **Moved by Greene, seconded by Henry to accept the recommendation from Personnel to extend the City Manager Contract. Motion carried.** It should be done on an annual basis after the evaluation is completed.
6. Video Inspection of Sewers Report/Recommended Corrective Action –The City Manager will get a formal written proposal, additional manholes that will be done and the background and prices of work already done within the last year by this company.
7. Small Urban Task Force Project – **Moved by Taggett, seconded by Greene to refer the Sherman Street reconstruct project to the Finance Committee of the Whole for review of funds that would be used to support the project and to review the timetable that is on page 60 of the council packet. Motion carried. The Finance Committee of the Whole is scheduled for January 25, 2012 at 9:30 a.m.**
8. Identification of Potential Local Rehabilitation Projects – City Administration has identified potential local street rehabilitation projects. Local Streets are not eligible for Small Urban Task Force funding. This will be reviewed at the Finance Committee.
9. Code of Ordinances Book Cost - **Moved by Taggett seconded by Henry to set the price for Code of Ordinances book for sale to the public at \$308 each and to use one of the books already purchased as the book reserved for sale. Motion carried.**
10. Appointment of Board of Review – **Moved by Greene, seconded by Lipan to accept the recommendation of the Mayor to appoint Robert Catherwood to the**

**City of Caro Board of Review to fill the vacant term ending January, 2013.  
Motion carried.**

**ITEMS PENDING/TABLED:**

1. None

**COMMITTEE/LIAISON POSITION REPORTS:**

1. DDA – The DDA has authorized up to \$5,000 to have an additional project to be done on E. Sherman. The DDA is looking at getting something project ready in case a grant becomes available. Also the DDA will be presenting the Better Business Awards at the Caro Chamber of Commerce Citizen of the Year.

**MANAGER COMMENTS:**

1. The City Manager reported that a lot of projects have been completed this year. The City Manager and Personnel Chair will be meeting on fire chief process and other issues at hand. The Planning Commission will be having a public hearing on a proposed marihuana ordinance. A company is looking into purchasing the Blue Water Building.

**CLERK'S REPORT:**

1. Election Commission Committee – The clerk asked that Council approve the appointment of Tom Striffler to be an alternate to the City of Caro Election Commission. **Moved by Greene, seconded by Kish to appoint Tom Striffler as an alternate to the City of Caro Election Commission. Motion carried.**

Mayor Pouliot gave an update on the Airport Authority.

ADDITIONAL PUBLIC COMMENT: Mr. Sheardy thanked the City Manager for his accomplishments.

**Moved by Langmaid, seconded by Kish to adjourn the meeting at 10:10 p.m. Motion carried.**

Meeting adjourned.

Karen J. Snider, City Clerk/Treasurer