

## CITY OF CARO REGULAR COUNCIL MINUTES

Regular meeting called to order February 18, 2013 at 7:30 p.m. by Mayor Dick Pouliot

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

Absent: None

Others in Attendance: Thomas Striffler – Interim Manager, Jared Olson - City Manager, Karen Snider – City Clerk/Treasurer, Charlie Sundblad – DPW Superintendent and other guests.

**AGENDA APPROVAL: Moved by Greene, seconded by Langmaid to approve the agenda with two additions under Regular Agenda: 7. EMCOG Report/Membership and 8. Budget Amendment for Police Vehicle. Motion carried.**

PUBLIC COMMENT/VISITORS – None

INTRODUCTION OF FIREFIGHTERS: Chief Heckroth introduced three new firefighters – Nick Britton, Andrew Ritter and Donald Gilberg.

COMMUNICATION: Noted by Mayor Pouliot. Refer the proposal for parking enforcement by the Police Chief to Policy Committee.

### CONSENT AGENDA:

1. Minutes – Regular Council Minutes February 4, 2013
2. Policy Committee Minutes – February 4, 2013
3. Invoices
4. Department Reports
  - a. Police Report – Monthly & Annual Report - Chief Brian Newcomb
  - b. Fire Report – Chief Randall Heckroth
  - c. Parks & Recreation
  - 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 Henry, seconded by Kish to approve the consent agenda including the invoices for payment as presented. Motion carried.**

### REGULAR AGENDA: (action required)

1. Amendment to Park Lease Agreement – **Moved by Greene, seconded by Kish to approve the amendment to the Park Lease Agreement as to paragraph #15 by adding “Upon review and recommendation by the City Manager, the Caro City Council may grant the carry-over of the rental fee for future leases or partial or full refund of the rental fee.” Motion carried.**

2. TACA Building Roof Repair –**Moved by Henry, seconded by Lipan to approve the bid of \$8,000 from TLS Enterprises to repair the roof on the TACA building, with the understanding that TACA will contribute \$4,000 to the project and that the budget line item 101-266-970-000 (Historical Capital Outlay) be amended to \$8,000. Motion carried.**
3. Resolution for Designation of Street Administrator – **Moved by Taggett, seconded by Greene to adopt the Resolution for Designation of Street Administrator and name Jared Olson to this position. 7 Yes, 0 No. Motion carried.**
4. Check Signing Authorization –**Moved by Kish, seconded by Langmaid to authorize the Clerk to remove Thomas K. Striffler from all bank accounts and do a new signature card to add the City Manager Jared Olson as an authorized signature on the payroll checks. Motion carried.**
5. MML Membership Renewal – **Moved by Langmaid, seconded by Kish to authorize the clerk to pay the invoice from the Michigan Municipal League for membership dues including the Legal Defense Fund covering the period 4/1/2013-3/31/2014 in the amount of \$2,758. Motion carried.**
6. Well #8 Cleaning/Repair – **Moved by Henry, seconded by Greene to approve the bid of \$22,430 with Northern Pump and Well for Sonar Jetting and Disc cleaning of Well #8, paid from line item 592-557-801-000 and authorize the Mayor and Finance Chair to approve up to \$20,000 additional repair only if required. Motion carried.**
7. EMCOG Report/Membership – Council Member Kish reported on the benefits of being a member of EMCOG. **Moved by Greene, seconded by Henry to approve payment to East Michigan Council of Governments in the amount of \$253.23 for 2012-13 membership. Motion carried.**
8. Budget Adjustment Police Vehicle – **Moved by Taggett, seconded by Langmaid to approve a budget amendment for the purchase of the police vehicle to \$28,797.67 to Line Item 101-301-970-000 for Police Capital Outlay. Motion carried.**

**ITEMS PENDING/TABLED:**

1. None

**COMMITTEE/LIAISON POSITION REPORTS:**

1. Planning – Medical Marijuana proposed ordinance is being reviewed and will be discussed at the next Planning meeting. Also, talked briefly about updating the Master Plan and they have asked that Doug Pigdott from Rowe be at the next meeting to help sort out how much the Planning Commission can do for them and where they need to bring in outside help.
2. Business Spotlight – March 4, 2013 – Caro Music
3. Policy – March 4, 2013 at 7:00 p.m.

**MANAGER COMMENTS:**

Interim City Manager Striffler reported that he sent out Request for Proposals for health insurance coverage for the City of Caro Employees with input from

representatives from each union and management. Proposals are due back March 7. The agents who submit proposals will most likely meet with the employee health committee to do a presentation. The RFPs for DDA Seasonal Maintenance and Seasonal Lawn Mowing are due back March 1. Budget worksheets have been handed out to all department heads and are due to back to the City Manager on March 4. Council would like a copy of the budget time schedule. The plow truck will not be in until Spring. Striffler has been doing research on the cleaning of the sidewalks in the downtown area and determined that the City did not use the correct method of enforcement. He suggested that reminder letters be drafted by the City Manager to the downtown businesses. As to the method of enforcement, that may need to be brought before Council by the new City Manager. The downtown area is a different Zoning and different appropriateness and that is why there is a different standard in the downtown area. Striffler and Sundblad met with the Tuscola County Road Commission engineer and the Caro Transit Representative to review the boundaries of the Small Urban Task Force. A company has expressed interest in one of the buildings on S. Colling Road which could bring to Caro over 100 jobs. It is in the food industry. The company may also be asking Council for tax abatements.

**CLERK'S REPORT:**

The Clerk reported that the Board of Review Annual Organizational Meeting is March 4, 2013. The Board of Review will meet March 18 and 19, 2013 to hear assessment appeals. Ed Smith, representing Congress Woman Candice Miller, visited the City office on Wednesday to inquire into using the Council room for one day each month so residents can visit and share concerns.

Council thanked Tom Striffler for serving as Acting City Manager in the transition of hiring a City Manager.

ADDITIONAL PUBLIC COMMENT – Mr. Sheardy questioned the TACA roof.

**Moved by Langmaid, seconded by Kish to adjourn the meeting at 9:05 p.m. Motion carried.**

Meeting adjourned.

Karen J. Snider, City Clerk/Treasurer