

CITY OF CARO REGULAR COUNCIL MINUTES

Regular meeting called to order March 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: Jared Olson - City Manager, Karen Snider – City Clerk/Treasurer, Charlie Sundblad – DPW Superintendent, Mike Carpenter – Rowe Professional Services and other guests.

AGENDA APPROVAL: Moved by Kish, seconded by Langmaid to approve the agenda with the following additions under Regular Agenda: 1. Parks & Recreation, renumber remaining items and 11. Reappointment of Board of Review. Motion carried.

PUBLIC COMMENT/VISITORS – Hank Knier, Chairman of the Board of Review, stated that one day of the March Board of Review has been completed and one to go. Knier also expressed his concerns with the changes to the City of Caro Brush Policy as to the number of pickups decreasing from seven to three times per year.

COMMUNICATION: Noted by Mayor Pouliot.

CONSENT AGENDA:

1. Minutes – Regular Council Minutes March 4, 2013
2. Policy Committee Minutes – March 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

Discussed the blight issues and all Department Heads and Council members should report any issues they notice to the City Manager. **Moved by Greene, seconded by Langmaid to approve the consent agenda including the invoices for payment as presented. Motion carried.**

REGULAR AGENDA: (action required)

1. Parks and Recreation Programming – **Moved by Henry, seconded by Lipan to accept the recommendation from the Caro Parks & Recreation Committee to approve the contract for summer programs with Cass City and the Greater Thumb Recreation Association for \$7,000. Motion carried.**

2. MDOT Pay Application #5 – **Moved by Greene, seconded by Kish to approve Pay Request #5 to MDOT in the amount of \$13,903.39 for the W. Sherman Street Project. Motion carried.**
3. Spring Clean-Up –**Moved by Kish, seconded by Lipan to set the City of Caro Spring Clean Up Day for May 4, 2013 from 8 a.m. to 1:00 p.m. Motion carried.**
4. Appointment to DDA – **Moved by Henry, seconded by Greene to accept the recommendation from the DDA to appoint Ross Downing to the DDA Board with his term ending November, 2014. Motion carried.**
5. Board of Review Per Diem – Discussed the Board of Review Per Diem. No changes.
6. Banner Request – Cardboard City Sleep Out – **Moved by Langmaid, seconded by Taggett to approve the banner request from the Tuscola County Community Foundation/Future Youth Involvement to hang a banner from May 6, 2013 to May 20, 2013 on behalf of Cardboard City Sleep Out on the Courthouse lawn. Motion carried.**
7. Banner Request – Tuscola Senior Health Fair – **Moved by Greene, seconded by Langmaid to approve the banner request from Tuscola Sr. Alliance to hang a banner for the Tuscola Sr. Health Fair from June 10-June 14, 2013. Motion carried.**
8. City of Caro Seasonal Lawn Mowing Bids – **Moved by Greene, seconded by Henry to move this item to Finance for review and recommendation. Motion carried.**
9. Request to Amend Budget – **Moved by Langmaid, seconded by Kish to authorize the clerk to amend the Police budget technology line 101-301-750-000 by an additional \$1,000 to cover the new computers as a result of the Wal-Mart grant. Motion carried.**
10. Revised Brush Chipping Policy – **Moved by Greene, seconded by Lipan to approve the revised Brush Chipping Policy as presented. 2 No, 5 Yes. Motion carried.**
11. Reappointment of Board of Review – **Moved by Langmaid, seconded by Lipan to approve the reappointment of Bob Catherwood to the Board of Review for a term ending January, 2016. Motion carried.**
12. Repair of the Bucket Truck – **Moved by Greene, seconded by Henry to review the repairs of the bucket truck in six months and review the training of personnel. Motion carried.**

ITEMS PENDING/TABLED:

1. Repair of Bucket Truck - **Moved by Lipan, seconded by Henry to remove the Repair of the Bucket Truck from the table to the regular agenda. Motion carried.**

COMMITTEE/LIAISON POSITION REPORTS:

1. Set Personnel Meeting – March 25, 2013 at 5 p.m.
2. Set Finance Meeting – March 25, 2013 at 6 p.m.
3. Business Spotlight – April 1, 2013 – Bill Petzold, Editor of Tuscola County Advertiser

MANAGER COMMENTS: The front façade is going to be fixed this week by Hornung Construction, the original company that put it on in 2002 at the cost of \$435.00 which will be turned into our insurance company upon completion. The DPW Superintendent has started his scheduled sewer jetting this week and will be spending two days a week on jetting for the foreseeable future. Administration has started to plan the I&I schedule and have been in contact with the video person who has agreed to hold the price to the same as last year which is 63 cents a foot. The Board of Review has met today and will meet on the 19th also to hear assessment appeals. Once the BOR is over, the revenue portions of the budget can be done. Last week was spent going over the individual budgets with the department heads and administration will continue putting the budget together. The Small Urban Taskforce received extra road funds which need to be spent in the 2013 fiscal year. They approached the City in regards to moving up the City's next road funding. The Manager and DPW Superintendent had a phone conference with representatives from Rowe Professional Services in regards to moving the project up through the Small Urban Task Force. The Columbia Street project that we originally submitted for our category F grant will be the easiest to accomplish in the limited timeframe and most of the costs have already been established. The total cost for the project with the Category F research is \$469,000. The project cost to the City will be between \$144,000 and \$196,000. This does not include any water main work. This would start in the spring of 2014. April 1 is deadline to let the State know if we are going to move our Street project up a year. This is Federal money through MDOT. Council directed the City Manager to advise the State that the City of Caro is interested. The Manager is directed to get figures for the project with the water main and street work and then without the water main included. The Manager will also review the water reliability study to see if it recommends the upgrade for the water main. A healthcare meeting took place last week and is progressing well. The Union negotiations are starting and dates are being finalized. Negotiating is probably going to start in April.

CLERK'S REPORT:

The Clerk reported that the City Officers will be closed Friday, March 29, 2013 for Good Friday. The newsletter will be going out by the end of next week for April. The tenant will be moving out of the rental house by Wednesday and Greene and Snider will do the follow-up paperwork. They will also take the City Manager on a tour through the house. The Clerk was directed to advertise the house for rent.

Greene reported on the meeting with USDA. The MML Capital Conference is April 9-10. Greene is interested in attending. The City Manager will also be attending.

The Manager gave an update on delivery of the new plow truck. The warranties on the plow truck do not start until the truck is delivered.

ADDITIONAL PUBLIC COMMENT – None

Moved by Langmaid, seconded by Lipan to adjourn the meeting at 9:39 p.m. Motion carried.

Meeting adjourned.

Karen J. Snider, City Clerk/Treasurer