

## CITY OF CARO REGULAR COUNCIL MINUTES

Regular meeting called to order April 18, 2016 at 7:30 p.m. by Mayor Dick Pouliot

Present: City Mayor Dick Pouliot, City Council: Mike Henry, Joe Greene, Rick Lipan, Gordon Taggett, Charlotte Kish, Brian Rickwalt

Absent: None

Others in Attendance: Jared Olson – City Manager, Karen Snider – City Clerk/Treasurer and other guests

### **AGENDA APPROVAL**

#### **16-M-085**

**Moved by Greene, seconded by Taggett to approve the agenda as presented. Motion carried.**

**PUBLIC COMMENT/VISITORS:** None

**COMMUNICATIONS:** Noted by Mayor Pouliot.

### **CONSENT AGENDA:**

1. Regular Council Minutes – April 4, 2016
2. Invoices
3. Department Reports
  - a. Police Report – Chief Brian Newcomb
  - b. Fire Report – Chief Randall Heckroth
  - c. Code Enforcement Report – Randall Heckroth
  - d. Parks & Recreation – None Available
  - e. DPW/Water Reports – Charlie Sundblad
  - f. WWTP – Curtis Wells
  - g. Municipal Parking Violations Bureau Report – Karen Snider

#### **16-M-086**

**Moved by Kish, seconded by Henry to approve the consent agenda including the invoice list as presented. Motion carried.**

**REGULAR AGENDA:** (action required)

1. Open Public Hearing – An Ordinance to Amend Section 44-49 of the City of Caro Code to rezone property owned by Caro Community Hospital from RA-2 to OS-1.
2. Discussion on Public Hearing – Question regarding a shed issue and Randy Whitaker, Caro Community Hospital representative advised that the issue was taken care of.
3. Close Public Hearing

#### **16-M-087**

- Moved by Greene, seconded by Lipan to close the public hearing on proposed ordinance to Amend Section 44-49 of the City of Caro Code. Motion carried.**
4. Decision on Public Hearing  
**16-M-088**  
**Moved by Greene, seconded by Henry to adopt Ordinance #463, An Ordinance to Amend Section 44-49 of the City of Caro Code to rezone property owned by Caro Community Hospital from RA-2 One Family Medium Density Residential to OS-1 Office Service District. Roll Call: 7 yes, 0 no. Motion carried.**
  5. Open Public Hearing – Necessity for Proposed Sidewalk Improvements  
The City Manager explained that this hearing is to give all persons of interest an opportunity to ask questions or express their concerns as to the repair/replacement of sidewalk utilizing the special assessment process.
  6. Discussion on Public Hearing – Dean Keilitz expressed concern with the amount of time he may not be able to park his vehicles in his driveway. The delay last year was due to rainy weather. Clerk Snider read a letter from Leona Perry stating that she was satisfied with the City of Caro repairing her sidewalk.
  7. Close Public Hearing  
**16-M-089**  
**Moved by Henry, seconded by Taggett to close the public hearing on the 2016 Necessity for Proposed Sidewalk Improvement Project. Motion carried.**
  8. Decision on Public Hearing – Necessity for Proposed Sidewalk Improvements  
**16-M-090**  
**Moved by Taggett, seconded by Greene to approve the necessity for sidewalk repair and authorize staff to proceed with the preparation of the special sidewalk roll for approval. Roll Call: 7 yes, 0 no. Motion carried.**
  9. First Read on Ordinance for Sale of Property – Press Drive/Set Public Hearing  
**16-M-091**  
**Moved by Henry, seconded by Kish to accept the first read of Ordinance for Sale of Property and set the public hearing for May 2, 2016 at 7:30 p.m. Motion carried.**
  10. Bids for Parks and Recreation Master Plan  
**16-M-092**  
**Moved by Lipan, seconded by Kish to approve the low bid by Leisure Planning and Solutions LLC in the amount of \$5,864 and authorize the City Manager to enter into an agreement for services for the City of Caro Parks & Recreation Master Plan update. Motion carried.**
  11. Caro Community Hospital Request – 5 K Color Run  
**16-M-093**

**Moved by Henry, seconded by Greene to approve the request from the Caro Community Hospital to hold a 5K color run event throughout the requested route within the City of Caro. Motion carried.**

12. DDA/MEDC Façade Grant Pre-Application Approval  
**16-M-094**

**Moved by Henry, seconded by Kish accept the recommendation from the DDA and authorize the City Manager to process and submit the pre-application for the 2016 MEDC Façade Grant. Motion carried.**

13. 2016 DDA Seasonal Maintenance Proposal  
**16-M-095**

**Moved by Kish, seconded by Greene to accept the recommendation from DDA and authorize the City Manager to hire two seasonal workers from the DDA Fund for a period not to exceed 29 hours per week each at \$10 per hour and not to exceed 17.93 weeks for a total amount of \$10,399 plus FICA. Motion carried.**

14. Indianfields Township Letter Dated April 12, 2016  
**16-M-096**

**Moved by Henry, seconded by Greene to adopt the recommendation that the City Manager send a letter responding to the letter from Indianfields Township dated April 12, 2016 proposing to exclude the Tuscola Area Airport Authority from the coverage area in the Fire Contract for 2016-2017. Roll Call: 6 yes, 0 no, 1 abstention (Kish). Motion carried.**

15. Michigan Tax Tribunal Settlement  
**16-M-097**

**Moved by Greene, seconded by Lipan to approve the draft settlement for 2015 MTT case #15-001549 and authorize the city attorney to finalize and submit all needed documents. Roll Call: 7 yes, 0 no. Motion carried.**

**ITEMS PENDING/TABLED:**

1. None

**COMMITTEE/LIAISON POSITION REPORTS:**

1. DDA Meeting – An update was given regarding “Music in the Park”.
2. Parks & Recreation Meeting – Reported that there was some concern about not being able to use the school this year for day programs and may have to find another location to house the program.
3. Business Spotlight – May 2, 2016 – Let clerk know by April 28.
4. Spring Cleanup Reminder – May 7, 2016 – 8 a.m. – 1 p.m.

**MANAGER COMMENTS:** The Manager reported that Council will need to set a special meeting to accept the draft budget. No word has been received as of yet on the status of the 2016 Scrap Tire Grant or the FEMA Fire Truck Grant. The Fire Chief’s truck is getting painted at the Tech Center. The trail way bids will be due back next week and will be on the agenda. Also, will be scheduling a pre-con meeting with all parties to discuss late spring timeline for completion. The tennis court rehabilitation is looking to be the last two weeks in May. One of

our full-time police officers has submitted his formal retirement and the City is in the process of searching for one full-time officer already and will look to fill both positions through the upcoming hiring process.

Council set a Special Council meeting for April 28, 2016 at 6:30 p.m. for the purpose of accepting the draft budget for FY 2016-2017.

**CLERK REPORT:** Reported that she was working on the projects that the City Manager reported to Council already.

**ADDITIONAL PUBLIC COMMENT:** Mr. Keilitz stated that he felt the City was doing a fine job.

**16-M-098**

**Moved by Taggett, seconded by Kish to adjourn the meeting at 8:50 p.m.  
Motion carried.**

Karen J. Snider  
City of Caro Clerk