

**AGENDA**  
**REGULAR MEETING OF THE CARO CITY COUNCIL**  
**August 3, 2022, 6:30 P.M.**

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

**AGENDA APPROVAL**

**PUBLIC COMMENTS/VISITORS:**

**COMMUNICATION:**

1. Parks & Recreation Committee Minutes – July 20, 2022

**CONSENT AGENDA:**

1. Regular Council Minutes – July 18, 2022
2. Special Council Minutes – July 19, 2022
3. Special Council Minutes – July 22, 2022
4. Invoices

**REGULAR AGENDA:** (action required)

1. Open Public Hearing – 2022 Sidewalk Special Assessments
2. Public/Council Comment on 2022 Sidewalk Special Assessments
3. Motion to Close Public Hearing
4. Decision on 2022 Sidewalk Special Assessments
5. MMR Invoice – Ambulance Subsidy
6. Kerr Pump and Supply – Pump Station Rehab
7. Purchase of Demo Leaf Truck
8. Appointment of Interim City Manager

**ITEMS PENDING/POSTPONED:** Parks & Recreation Committee – Fence Quotes

**COMMITTEE/LIAISON POSITION REPORTS:** None

**CLOSED SESSION:** Discuss Clerk & Treasurer Employment Evaluations – MCL 15.268 Sec 8(a)

1. Motion to Open Closed Session
2. Discuss Clerk & Treasurer Employment Evaluations
3. Motion to Close Closed Session

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

**MANAGER COMMENTS** – Written report submitted.

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

**ADDITIONAL PUBLIC COMMENTS**

**ADJOURN**

---

# **City of Caro Parks and Rec**

## **Meeting Minutes**

### **July 20, 2022**

**Members present:** Colleen Russell, Pamela Iseler, Jeff Hartel, Sean Smith, Jill White, Sue Ellen Greenleaf, Matt Lane, Tanya Batschke and Lauren Amellal.

**Call to Order:** 5:32 pm

**Public Comment:** Joe Green - Discussed Recycling Center getting ready for use.  
Sean Smith - Introduced Director of Development & Strategic Initiatives Director - Lauren Amellal

**Business Items:**

1. Splash Pad
  - a. Open House/Ribbon Cutting ceremony went well.
  - b. 15 businesses and local organizations participated.
  - c. Nice newspaper article in the Advertiser.
  - d. Discussed making this an annual event.
  - e. Fix some plaques on chairs that need repair.
  - f. Put up a sign on Changing Room Building to help identify it better.
2. Fence Bid
  - a. Jill and Tayna reported that they will be looking for two more bids.
  - b. Total cost approximately \$137,000.
  - c. Looking for a combination of City of Caro and Fair Board to help pay for the fence. Fair Board's contribution would be tearing down the old fence and getting the area ready for the new fence to be installed.
3. Other Items
  - a. Directional signs helping visitors locate various places throughout Caro.  
Moved by Tanya and seconded by Pamela for the Parks and Rec Committee to recommend the City Council to look into signs. Vote was 9 - 0 in favor of this recommendation to the City Council.
  - b. Gaga Pit is ready to go at a cost of approximately \$4,600.
  - c. There will be music at Atwood Park on the last Saturday of August from 3:00 - 11:00 pm featuring 4 bands.
  - D. Garden Club event - September 11 at Veterans Memorial park.
4. Adjourn - 6:59 pm

## **CITY OF CARO REGULAR COUNCIL MINUTES**

Mayor Joe Greene called the regular meeting of the City Council to order on July 18, 2022, at 6:30 p.m. in the Council Chambers.

Present: Mayor Joe Greene, City Council: Bob Eschenbacher, Emily Campbell, Don Hall, Tisha Jones-Holubec, and Jill White

Absent: None

Others: Matthew Lane – City Manager, Rita Papp – Clerk, Michele Perry – Treasurer, Brian Newcomb – Police Chief, Lauren Amellal – Director of Development & Strategic Initiatives, and other guests

### **AGENDA APPROVAL**

#### **22-M-135**

**Motion by Eschenbacher, seconded by Campbell to approve the agenda with the addition of:**

**# 15 – Nepotism Policy Amendment**

**Motion Carried.**

### **PUBLIC COMMENT/VISITORS:**

Allan Michel – Commented on his concern with the Planning Commission Chairperson. Commented on the good work of the Transition students.

Charlotte Kish – Commented on the issues of unleashed animals in the city.

### **COMMUNICATIONS:** None

### **CONSENT AGENDA:**

1. Regular Council Minutes – July 5, 2022
2. Policy Committee Minutes – July 5, 2022
3. Personnel Committee Minutes – July 5, 2022
4. Invoices
5. Department Reports
  - A. Police Report – Chief Brian Newcomb
  - B. Fire Report – Chief Randall Heckroth
  - C. Code Enforcement – Randall Heckroth
  - D. DPW/Water Reports – None
  - E. WWTP – None
  - F. Municipal Parking Violations Bureau Report – Rita Papp

#### **22-M-136**

**Motion by Eschenbacher, seconded by White to approve the consent agenda as presented including invoices.**

**Motion Carried.**

**REGULAR AGENDA:** (action required)

1. Open Public Hearing – Establishment of Plant Rehabilitation District  
Mayor Greene opened public hearing at 6:45 p.m.

Jim McLoskey & Stephen Erickson explained the process of developing a plant rehabilitation district and what are the benefits on having this type of district. Discussion followed.

2. Close Public Hearing - Establishment of Plant Rehabilitation District

**22-M-137**

**Motion by Eschenbacher, seconded by Campbell to close the public hearing at 6:58 p.m.**

**Motion carried.**

3. Action - Establishment of Plant Rehabilitation District

**22-M-138**

**Motion by Eschenbacher, seconded by White to approve the Resolution to Establish a Plant Rehabilitation District.**

**Roll call vote:**

**Campbell – yes, Eschenbacher – yes, Hall – yes, Jones-Holubec – yes, White – yes, Mayor Greene – yes.**

**Motion carried.**

4. Banner Request – Thumb Area Old Engine & Tractor Association – August 1 -15, 2022

**22-M-139**

**Motion by Hall, seconded by Eschenbacher to approve the Banner Request – Thumb Area Old Engine & Tractor Association – August 1-15, 2022.**

**Motion carried.**

5. MML Workers' Compensation Fund – Official Ballot for one trustee

**22-M-140**

**Motion by White, seconded by White to submit a vote for the MML Workers' Compensation Fund candidate, Lee Kilbourn.**

**Motion carried.**

6. Quote for Well 3A Abandonment

**22-M-141**

**Motion by Eschenbacher, seconded by White to accept and approve the quote for Well 3A Abandonment from Peerless Midwest Inc. in the amount of \$14,500.00.**

**Motion carried.**

7. Quote for Well 6 Piping Upgrades

**22-M-142**

**Motion by Eschenbacher, seconded by White to accept and approve the quote for Well 6 Piping Upgrades from Peerless Midwest Inc. in the amount of \$8,344.11.**

**Motion carried.**

8. Director of Public Works Contract – Thomas Reese  
Discussion held. No action taken.  
Don Hall left meeting 7:12 p.m.

9. Change Order and Payment – Lincoln Street

**22-M-143**

**Motion by Eschenbacher, seconded by White to accept and approve the change order and payment to Pyramid Paving in the amount of \$129,696.53.**

**Motion carried.**

10. Gilford Road Construction Engineering Proposal – Rowe Engineering

**22-M-144**

**Motion by Eschenbacher, seconded by Jones-Holubec to accept and approve the Gilford Road Construction Engineering Proposal from Rowe Engineering for the estimated fee of \$61,600.00**  
**Motion carried.**

11. Quotes for Fencing at the Fairgrounds – Parks & Recreation Recommendation

**22-M-145**

**Motion by Eschenbacher, seconded by Jones-Holubec to postpone this action item.**  
**Motion carried.**

12. Change Council Meeting – To August 3, 2022, due to elections.

**22-M-146**

**Motion by White, seconded by Eschenbacher to move next Council Meeting from August 1, 2022 to August 3, 2022, due to elections.**

**Motion carried**

13. Schedule Public Hearing – Sidewalk Special Assessment Roll for August 3, 2022

**22-M-147**

**Motion by Eschenbacher, seconded by White to Schedule Public Hearing – Sidewalk Special Assessment Roll for August 3, 2022.**

**Motion carried**

14. Schedule Special Meeting – Council Member Vacancy Interviews

Special Meeting for Council Member Vacancy Interview shall be scheduled for July 22, 2022 at 5:30 p.m.

15. Nepotism Policy Amendment

**22-M-148**

**Motion by Eschenbacher, seconded by White to accept and approve the Nepotism Policy Amendment and authorize City Manager to develop the final policy language.**

**Motion carried**

**ITEMS PENDING/POSTPONED:** None

**COMMITTEE/LIAISON POSITION REPORTS:**

1. Economic Development Corporation (Greene) – No meeting.
2. Chamber of Commerce (Manager) – Director of Chamber of Commerce has left. Did not attend the meeting.
3. Downtown Development Authority (Hall) – No meeting.
4. Fair Board (White) – Fairboard is busy planning fair week. Working on the plans for a mural on the grandstand. Still concerned about the dirt pile next to horse barn.
5. Parks & Recreation (White) – The Splash Pad Celebration was a success. Kona Ice served 195 children by generous donations from Gleanors, Lauren Amellal – Director of Development & Strategic Initiatives, and the Garden Gate Bed and Breakfast.
6. Planning Commission (Eschenbacher) – No meeting.
7. Tuscola County Board of Commissioners (Jones-Holubec) – Animal Control Director resigned and Tuscola County appointed new director.
8. Zoning Board of Appeals (Greene) – No meeting.
9. Indianfields Township (Greene) – Township is moving their finances out of Huntington Bank. Currently working on their parks and roads.
10. Almer Township (Campbell) – Township approved their fire contract. The soccer field issue was discussed.

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

Highlighted that the runway at the Tuscola County Area Airport will be installed September.

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

No additions and/or updates.

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

No additions and/or updates.

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

Board of Review is scheduled to meet at 9:00 a.m. tomorrow.

Currently preparing for the audit.

The investment report has been provided.

**ADDITIONAL PUBLIC COMMENT:**

Allan Michel – Inquired on the status of the council vacancies interviews. Inquired on what company is tearing down houses. Commented on his concern with the Planning Commission Chairperson. Concerned with the timing of the traffic light at Frank Street and M81 and Burnside Street and M81.

Charlotte Kish – Concerned with the safety of M24 and M81 intersection.

John Schneider – Water pump at dog park is leaking.

Tanya Batschke – Commented on the intersection at Burnside Street and M81.

Council Member Tisha Jones-Holubec – Expressed her concerns with Mayor Greene violating city policies, city ordinances, and the city charter.

#### **22-M-149**

**Motion by Jones-Holubec, seconded by Campbell to direct the City Clerk to begin disciplinary actions against Mayor Joe Greene as outlined in the Code of Ethics and the Charter of the City of Caro, pursuant to violations of the Code of Ethics Ordinance 485, Sec. 5-13 & Sec. 5-14, as documented to the City Manager.**

**Roll call vote:**

**Campbell – yes, Eschenbacher – no, Jones-Holubec – yes, White – no, Mayor Greene – abstain.**

**Motion failed.**

#### **22-M-150**

**Motion by Eschenbacher, seconded by White to adjourn the meeting at 8:11 p.m.**

**Motion carried.**

Rita Papp  
City Clerk

## **CITY OF CARO SPECIAL COUNCIL MINUTES**

Mayor Joe Greene called the regular meeting of the City Council to order on July 19, 2022 at 6:00 p.m. in the Council Chambers.

Present: Mayor Joe Greene, City Council: Bob Eschenbacher, Emily Campbell, Don Hall, Tisha Jones-Holubec, and Jill White

Absent: None

Others: Rita Papp – Clerk and other guests

### **PUBLIC COMMENT/VISITORS:**

Al Wasik – Inquired on upgrades to the Splash Pad and commented that it is a great addition.

### **SPECIAL AGENDA:** (action required)

#### **1. City Manager Interviews**

The council interviewed the following two candidates for the city manager position: 1. Stephen Erickson and 2. Erica Dibble.

#### **2. Discussion**

The council discussed the two candidates and explained their choice.

#### **3. Decision on City Manager**

### **22-M-151**

**Motion by Hall, seconded by White to offer the position of City Manager to Stephen Erickson on a contingent basis, subject to a complete background check and successful contractual negotiations.**

#### **Roll call:**

**Campbell – yes, Eschenbacher – no, Hall – yes, Jones-Holubec – yes, White -yes, Mayor Greene -yes**

**Motion carried**

#### **Additional Public Comment**

Karen Snider – Disappointed on the quick action of the Council.

Allan Michel – Commented on the professionalism of Mr. Erickson.

### **22-M-152**

**Motion by Eschenbacher, seconded by Hall to adjourn the meeting at 7:32 p.m.**

**Motion carried.**

Rita Papp  
City Clerk

## **CITY OF CARO SPECIAL COUNCIL MINUTES**

Mayor Joe Greene called the regular meeting of the City Council to order on July 22, 2022 at 5:30 p.m. in the Council Chambers.

Present: Mayor Joe Greene, City Council: Bob Eschenbacher, Emily Campbell, Don Hall, Tisha Jones-Holubec, and Jill White

Absent: None

Others: Jana Brown – Deputy Clerk, Lauren Amellal, Director of Development & Strategic Initiative and other guests

### **PUBLIC COMMENT/VISITORS:**

None

### **SPECIAL AGENDA: (action required)**

#### **1. Interview Candidates to Fill Council Vacancy**

The council interviewed the following three candidates for the council vacancy: 1. Angela Pittman, 2. Pamela Iseler, and 3. Allan Michel.

#### **2. Discussion**

The council discussed the three candidates and explained their choice.

#### **3. Decision on Council Vacancy**

### **22-M-151**

**Motion by White, seconded by Hall to appoint Pamela Iseler to fill the council vacancy for the balance of the term created by the resignation of Kory Batschke whose term will expire November 2024**

#### **Roll call:**

**Campbell – No, Eschenbacher – yes, Hall – yes, Jones-Holubec – yes, White -yes, Mayor Greene -yes**  
**Motion carried**

### **22-M-152**

**Motion by Eschenbacher, seconded by Hall to adjourn the meeting at 6:13 p.m.**

**Motion carried.**

Jana Brown  
Deputy City Clerk

GL Period	Chk Issue Date	Check No	Vendor No	Payee	Amount
08/22	08/03/2022	75612	47	AFLAC	557.98
08/22	08/03/2022	75613	2817	AMAZON CAPITAL SERVICES	2,484.20
08/22	08/03/2022	75614	2789	ASHLEY MONCHILOV	300.00
08/22	08/03/2022	75615	590	BELL - WASIK, INC.	696.81
08/22	08/03/2022	75616	2462	BIOTECH AGRONOMICS INC	53,002.60
08/22	08/03/2022	75617	177	BRENTWOOD GRAPHICS	27.00
08/22	08/03/2022	75618	2874	BRIAN CHARBINEAU	180.00
08/22	08/03/2022	75619	233	CARTER LUMBER	18.18
08/22	08/03/2022	75620	199	CHARTER COMMUNICATIONS	99.00
08/22	08/03/2022	75621	1976	CHRIS E LANDSCAPING LLC	3,600.00
08/22	08/03/2022	75622	1297	CITY OF CARO	100.00
08/22	08/03/2022	75623	2397	CNA SURETY	2,450.00
08/22	08/03/2022	75624	2402	COMPANION LIFE INSURANCE	1,527.95
08/22	08/03/2022	75625	319	CONSUMERS ENERGY	61.66
08/22	08/03/2022	75626	2897	DANIELLE ROLANDO	27.29
08/22	08/03/2022	75627	388	DTE ENERGY	197.77
08/22	08/03/2022	75628	2174	EMTERRA ENVIRONMENTAL U	38,791.05
08/22	08/03/2022	75629	1514	FARM DEPOT	12,230.27
08/22	08/03/2022	75630	2345	FERGUSON ENTERPRISES LLC	442.58
08/22	08/03/2022	75631	2150	FIRST BANKCARD	2,505.31
08/22	08/03/2022	75632	1711	GAMBLES DO IT BEST HARDW	766.49
08/22	08/03/2022	75633	2295	GARY KOELZER	60.00
08/22	08/03/2022	75634	1351	GRAINGER	1,996.68
08/22	08/03/2022	75635	2418	HILLS & DALES GENERAL HOS	76.00
08/22	08/03/2022	75636	226	HIRSCHMAN OIL SUPPLY INC	1,748.55
08/22	08/03/2022	75637	2173	IACP	275.00
08/22	08/03/2022	75638	2821	JERRY MIDDAUGH	315.33
08/22	08/03/2022	75639	2219	KAPPEN MULCH	150.00
08/22	08/03/2022	75640	770	KEN MARTIN ELECTRIC, INC	50,000.00
08/22	08/03/2022	75641	2702	KRISTAL'S HELPING HAND LLC	710.00
08/22	08/03/2022	75642	2841	MAJESTIC CONSTRUCTION GC	3,683.00
08/22	08/03/2022	75643	835	MICHIGAN RURAL WATER ASS	2,720.00
08/22	08/03/2022	75644	2369	MICHIGAN STATE UNIVERSITY	10.00
08/22	08/03/2022	75645	2563	MONCHILOV SEWER SERVICE	840.00
08/22	08/03/2022	75646	893	MONROE TRUCK EQUIPMENT I	2,824.00
08/22	08/03/2022	75647	894	MOORE MOTOR SALES	1,049.98
08/22	08/03/2022	75648	903	MUFFLER MAN	1,228.89
08/22	08/03/2022	75649	2674	OAKLAND COUNTY	1,074.50
08/22	08/03/2022	75650	2873	ODP BUSINESS SOLUTIONS, LL	683.45
08/22	08/03/2022	75651	2363	OWEN TREE SERVICE	2,030.00
08/22	08/03/2022	75652	2386	PYRAMID PAVING & CONTRACT	129,696.53
08/22	08/03/2022	75653	1054	ROWE PROFESSIONAL SVS CO	11,640.00
08/22	08/03/2022	75654	2896	RYAN WILL	180.00
08/22	08/03/2022	75655	2569	TEAM FINANCIAL GROUP	299.00
08/22	08/03/2022	75656	1686	THOMAS REESE	57.10
08/22	08/03/2022	75657	1189	THUMB CELLULAR	143.16
08/22	08/03/2022	75658	1190	THUMB MEAT MARKET LLC	32.85
08/22	08/03/2022	75659	1866	TIMOTHY JOE LONEY	6,125.00
08/22	08/03/2022	75660	1234	TUSCOLA COUNTY	2,437.50
08/22	08/03/2022	75661	2440	TUSCOLA COUNTY EQUALIZATI	17.69
08/22	08/03/2022	75662	2482	UNIFIRST CORPORATION	123.29
08/22	08/03/2022	75663	1271	USA BLUEBOOK	1,638.78
08/22	08/03/2022	75664	2644	WATER SOLUTIONS UNLIMITED	1,145.00

GL Period	Chk Issue Date	Check No	Vendor No	Payee	Amount
08/22	08/03/2022	75665	1327	WEBER STEEL INC	211.43
08/22	08/03/2022	75666	2898	WILLYS CONTRACTING INC	42,626.00
08/22	08/01/2022	75667	1252	TUSCOLA COUNTY TREASURE	73,268.71
08/22	08/01/2022	75668	240	U.S. POSTMASTER	574.37
07/22	07/29/2022	800000	388	DTE ENERGY	13,282.73
Grand Totals:					<u>475,040.66</u>

Report Criteria:

Report type: Summary

<b>City of Caro</b>		
<b>Expense Totals Sheet For All Funds</b>		
Checks to be run on 8-3-222		
		<b>AMOUNT</b>
101	General Fund	\$ 81,396.16
202	Major Street Fund	107.54
203	Local Street Fund	132,207.18
204	Municipal Street Fund	231.43
242	DDA	781.09
265	Drug Forfeiture Fund	0.00
301	Debt Service	0.00
390	Bond Fund	0.00
536	Fire Department Fund	1,843.49
590	Sewer Fund	118,194.65
592	Water Fund	10,678.57
596	Sanitation Fund	41,507.54
661	Equipment Fund	17,873.28
	Trust & Agency - Tax settlements	73,268.71
	<b>TOTALS</b>	<b>\$ 478,089.64</b>
<b>Hand Checks &amp; EFTs</b>		
<b>Check #</b>	<b>Name of Vendor</b>	
75667	Tuscola County Treasurer - Summer Tax Distribution #1	\$ 73,268.71
EFT	Wex Bank	\$ 3,048.98
EFT	DTE	\$ 13,282.73
75668	US Postmaster - bill mailing	\$ 574.37
	Total of Hand Checks to Approve	\$ 90,174.79
	<b>Amount taken in through tax and paid out through tax</b>	<b>\$ 73,268.71</b>
	<b>Bills paid by all funds with out tax settlements</b>	<b>\$ 404,820.93</b>
	<b>TOTAL OF BILLS TO BE APPROVED FOR THIS PERIOD</b>	<b>\$ 478,089.64</b>

## Invoice



CITY OF CARO  
317 S STATE ST  
CARO, MI 48723

Invoice Number: 0002302-IN

Invoice Date: 7/14/2022

Invoice Due Date: 8/13/2022

**Customer Number:** 06-0000143

**Customer P.O.:**

Terms: .NET 30

Item	Amount
AMBULANCE SUBSIDY	95,000.00

Please contact us at (989) 907-2034 or email AP@mobilemedical.org with questions.

Net Invoice:	95,000.00
Shipping:	0.00
Sales Tax:	0.00
<b>Invoice Total:</b>	<b>95,000.00</b>

Customer #: 06-0000143  
Customer Name: CITY OF CARO  
For Invoice #: 0002302-IN, \$95,000.00

**Make Checks Payable To:** **Mobile Medical Response**  
Credit cards payments are accepted. Complete the form below  
and mail in for processing.

Payment Amount: \$

Mail To:

Mobile Medical Response  
4305 State Street  
Saginaw, MI 48603

Card Provider (circle one):  Visa  MasterCard  Discover  AMEX

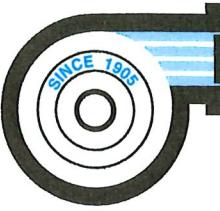
Expiration Date:  /  CVV Code:

Name on Card:

Questions? Contact us at (989) 907-2034.

Signature:

---



# KERR PUMP AND SUPPLY

Page 1 of 3

Quote Date  
7/15/2022

Quoted By  
Paul Flammersfeld

Quote Number  
QTE211814

CITY OF CARO  
CURTIS WELLS  
317 S STATE ST.  
CARO, MI 48723

CITY OF CARO PUMP STATION REHAB

Quantity	Description	U of M	Unit Price	Extended Price
NEW EQUIPMENT:				
PUMPS:				
2	ABS SULZER PUMP MODEL XFP150E CB1 OIL COOLED DRY PIT 7.5HP 1750 RPM 3/60/460V 7.3" DIA IMP INCLUDES: - ELBOW SHORT RADIUS SIZE 6X6 - HARDWARE KITS - VERTICAL DRY PIT STAND	EA	\$21,164.00	\$42,328.00
VALVES				
2	ORBINOX KNIFE GATE VALVES SIZE 6"	EA	\$1,438.00	\$2,876.00
2	GA FLANGED PLUG VALVE SIZE 6"	EA	\$753.00	\$1,506.00
2	GA FLANGED BALL CHECK VALVE SIZE 6"	EA	\$2,110.00	\$4,220.00
2	MEGA FLANGESSIZE 6"	EA	\$217.00	\$434.00

ELECTRICAL



Quote Date  
7/15/2022

Quoted By  
Paul Flammersfeld

Quote Number  
QTE211814

CITY OF CARO  
CURTIS WELLS  
317 S STATE ST.  
CARO, MI 48723

CITY OF CARO PUMP STATION REHAB

Quantity	Description	U of M	Unit Price	Extended Price
1	CONTROL PANEL REPLACEMENT INCLUDES:	EA	\$32,172.00	\$32,172.00

- . Demo the existing control panel and associated equipment in can
- . Provide and install a duplex pump control panel on a Unistrut rack adjacent to can
- . Control panel built to match existing station completed in 2019
- . Provide new Precision Digital level read-out controller for pump control, indications and alarms
- . Provide new floats
- . Provide new conduits and circuits to can for utility, dehumidifier, sump receptacles
- . Provide LED fixture in can, connect to the existing switch
- . Provide a junction box with HOA switches for control of each pump, relocate existing digital readout to junction box face
- . Provide motor rated disconnect in can for each pump
- . Provide can float, connection in Scada panel by others
- . Seal-fail relays provide by Kerr Pump
- . Includes design, fabrication, testing and schematics

INSTALLATION:

1	SERVICE INCLUDES REMOVAL OF EXITING EQUIPMENT AND INSTALLATION OF EQUIPMENT	EA	\$30,411.00	\$30,411.00
---	--	----	-------------	-------------

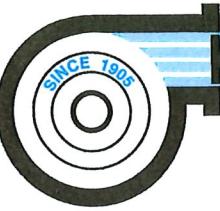
REMOVAL OF:

- EXISTING PUMPS
- EXISTING STANDS, BASES, SUCTION AND DISCHARGE ELBOWS
- EXISTING VALVES

INSTALLATION OF:

KERR PUMP AND SUPPLY 12880 Cloverdale Oak Park, MI 48237

TEL: 248-543-3880 FAX: 248-543-3236



# KERR PUMP AND SUPPLY

- ABS/SULZER PUMPS
- 6" ORBINOX KNIFE GATE VALVES
- GOLDEN ANDERSON 6" PLUG VALVES
- GOLDEN ANDERSON 6" BALL CHECK VALVES
- MEGA FLANGES SIZE 6"

Shipment for this equipment is estimated at 15-18 WEEKS after receipt of purchase order. We appreciate the opportunity to quote on the supply of this equipment. Thank you for choosing Kerr Pump & Supply Inc., and please do not hesitate to call us if you have any questions or need any additional information. All prices quoted herein are firm for 10 days and do not include any taxes which may apply at the time of shipment. All prices are quoted NET, EXW SHIPPING POINT. VIA TRUCK PPD & ADD

<b>Subtotal</b>	\$113,947.00
<b>Trade Disc</b>	\$0.00
<b>Freight</b>	\$0.00
<b>Misc</b>	\$0.00
<b>Tax</b>	\$0.00
<b>Total</b>	\$113,947.00

All quotations and contracts are subject to Kerr Pump and Supply, Inc. Terms and Conditions of Sale dated 1/1/2018, a copy of which can be found on our website [kerrpump.com](http://kerrpump.com). Placing an order is acceptance of these terms. Shipment time is an approximation based on current inventory and factory production schedules. Quotation is valid for 10 days from Quote date.

# CITY OF CARO

MANAGER  
MATTHEW LANE  
CLERK  
RITA PAPP  
TREASURER  
MICHELE PERRY  
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  
JOE GREENE  
CITY COUNCIL  
BOB ESCHENBACHER  
DON HALL  
TISHA JONES-HOLUBEC  
JILL WHITE  
EMILY CAMPBELL  
KORY BATSCHEKE

## MEMORANDUM

**TO:** City Council  
**FROM:** Michele Perry, City Treasurer  
**DATE:** August 1, 2022  
**RE:** Purchase of Demo Leaf Truck

---

### BACKGROUND:

In the budget for this fiscal year is the purchase of new leaf truck in the amount of \$220,000 and financing the purchase.

City Manager Lane has been in contact with the company MTech who has a demo machine on hold for us to purchase at the cost of \$218,857.89 (see attached contract).

Below is the information from two different financing institutions:

- ❖ Frankenmuth Credit Union
  - Interest rate 5.25% to 5.5%
  - Term would be over the life of the asset which would be between 6 to 10 years
  - Yearly payments
  - Minutes reflecting approval from council which names the person approved to sign for the loan
  - 2 to 3 years of audit
- ❖ Independent Bank
  - Interest rate 4.4%
  - Term would be over the life of the asset which would be between 6 to 10 years
  - Yearly payments
  - Requirement to obtain the loan would be to contract with legal counsel to attest to the validity of the borrowing (this would include reviewing our founding documents among other things) and the City is meeting the requirements for the borrowing to be tax exempt.
  - The bank would review audit reports online at the State of Michigan website

### RECOMMENDATION:

After reviewing and comparing each proposal it is my recommendation that we do not finance the purchase of the leaf truck.

The reasoning behind my recommendation are as follows:

- ❖ The cost of financing the truck over 8 years at an interest rate of 5.5% is approximately \$57,540 in finance charges or at 4.4% would be approximately \$45,507 in finance charges.
- ❖ If the council decided to finance with Independent Bank the City would have to pay legal counsel to attest to the validity of the borrowing and the City is meeting the requirements for the borrowing to be tax exempt. Due to this requirement this would be an additional cost to finance the Leaf Truck.
- ❖ The City has the funds in bank accounts which are readily available and are only earning interest of .1%. Over 8 years these funds would earn interest of \$1,758 at the current interest rate.

# CITY OF CARO

MANAGER  
MATTHEW LANE  
CLERK  
RITA PAPP  
TREASURER  
MICHELE PERRY  
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  
JOE GREENE  
CITY COUNCIL  
BOB ESCHENBACHER  
DON HALL  
TISHA JONES-HOLUBEC  
JILL WHITE  
EMILY CAMPBELL  
KORY BATSCHEKE

## Option 1:

Purchase the leaf truck from MTech Company at a cost of \$218,857.89 without financing. The funds are readily available from TeamOne Credit Union – LPL Financial or Northstar Bank.

## Option2:

Purchase the leaf truck from MTech Company at a cost of \$218,857.89 with financing from Frankenmuth Credit Union at their current interest rate over 8 years with yearly payments.



DCL CHASSIS MOUNT DEBRIS COLLECTORS  
Pricing Effective July 1, 2021



Wayne R.E.S.A. CoPro+  
Contract #2018-WR-060-M

STANDARD INCLUDES		
28" suction impeller w/ six 3/8" thick T-1 steel blades	New FREIGHTLINER M2-106 chassis w/ Dual Steer	
4 groove power band belt driven	Rear Back Up Camera with 5.6" Color Screen	
40 gallon polyethylene fuel tank	Remote Electric Throttle & Remote Clutch Engagement	
Electronic Engine Controls w/ safety shut downs	Hydraulic rear door latches w/ In-Cab Electronic controls	
13" clutch assembly w/ 2.25" PTO shaft & safety engagement	In Cab Hydraulic monitoring/ Data Logging	
3 Axis Hose Boom w/ Proportional In Cab controls	Gear driven hydraulic pump powers 15.2 ton capacity hoist	
16x144" URETHANE suction hose w/steel nozzle	Light bar on hopper w/4 front facing amber flashing LED Lights	
Gear driven Hydraulic pump powers 15.2 ton capacity hoist	LED DOT Lights	
Boxed perforated radiator screen	2 Oval LED Flashers at Rear	
1/4" thick skid deck w/ channel members on ends		
PAINT		
Hopper Standard- White		
Engine & Blower Skid Assembly - Grey		
DESCRIPTION		PRICE
TRUCK MOUNTED SELF CONTAINED VACUUM DEBRIS COLLECTOR OPTIONS		
14 Cubic Yard Truck Mount Debris Collector	DCL800SM14	\$ 97,331.77
20 Cubic Yard Truck Mount Debris Collector	DCL800SM20	\$ 100,257.96
<b>25 Cubic Yard Truck Mount Debris Collector</b>	<b>DCL800SM25</b>	<b>\$ 103,661.00</b>
30 Cubic Yard Truck Mount Debris Collector	DCL800SM30	\$ 104,656.21
Hook Lift Sub-Frame	custom # per build	\$ -
Kubota WSG3800 3.8L Gasoline 87hp@2600rpm	K87PSM	\$ -
FREIGHTLINER CHASSIS		
FREIGHTLINER M2-106 chassis w/ Dual Steer 14/20 cyd - 35k GVWR	M210620C	\$ 97,000.00
M2-108 Hook Lift chassis w/ Dual Steer 25 cyd - 39k GVWR	M2106HL	\$ 135,000.00
<b>FREIGHTLINER M2-106 chassis w/ Dual Steer 25 cyd - 35k GVWR</b>	<b>M2106</b>	<b>\$ 97,000.00</b>
FREIGHTLINER M2-106 chassis w/ Dual Steer 30 cyd - 35k GVWR	M210630C	\$ 97,000.00
ENGINE & BLOWER OPTIONS		
John Deere 4045TFC03 DIESEL Eng. 74 HP Final Tier 4	JD74PSM	\$ 8,874.13
Fluid Drive coupler in lieu of standard clutch	UU2248XPTOKIT	\$ 5,836.23
Poly Bonded Liners	1240XZ	\$ 1,333.33
<b>ECO Mode</b>	<b>35OPT</b>	<b>\$ 750.00</b>
Engine remote oil drain hose	14OPT	\$ 206.83
HOPPER OPTIONS		
BE (bottom exhaust) for 25&30 cubic yard units (Perf screens standard)	33OPT	\$ 8,888.10
BE (bottom exhaust) for 14 & 20 cubic yard units (Perf screens standard)	34OPT	\$ 7,707.75
Air Scoop to redirect exhausted air towards rear of unit	7OPT	\$ 2,850.90
11 gauge perforated top screens with 3/16" holes (25 & 30 CYD, NO Bottom Exhst) *3 PER	SCL805810P	\$ 950.00
11 gauge perforated top screens with 3/16" holes (14&20 CYD, NO Bottom Exhst) *2 PER	SCL805810P	\$ 950.00
Chipper Door w Trailer Hitch Package (Measurements required)	23OPT	\$ 2,962.70
Chipper Door w 2" Trailer Hitch Package (Measurements required)	23AOPT	\$ 2,962.70
MISC OPTIONS		
Self-Cleaning radiator Screen (DIESEL ONLY)	1241XZ	\$ 2,115.71
LED Traffic directional light bar mounted on the rear door	TDDL1547CUS	\$ 1,425.45
Two (2) surface mounted LED flashers mounted in front bumper *2 PER	UUEMPS2STS4F	\$ 547.71
Tool Box mounted and installed (800'S ONLY)	24OPT	\$ 1,290.00
Wireless Belly Pack Controls (Only available with 2 or 3 Axis boom option)	753XZ	\$ 3,587.19
30" Impeller Suction Fan	1145XZ	\$ 250.00
<b>2021 Steel Surcharge (DOES NOT APPLY TO M2 CHASSIS)</b>	<b>STEEL</b>	<b>5% Increase On Order Total</b>
SPECIAL PAINT OPTIONS		
Paint, Special: hopper body custom color	PPG800	\$ 1,062.10
CUSTOMER SUPPLIED CHASSIS FEES		
New Chassis - Customer Engineered Decking Fee	1242XZ	\$ 4,500.00
Used Chassis - Customer Engineered Decking Fee	1243XZ	\$ 6,500.00

*Customer supplied chassis specs must be approved by ODB Engineering prior to quoting end user  
Final Chassis Specs must be submitted and signed off by Engineering at the time of submitting purchase order to ODB*

Options Total: \$125,578.94  
Steel Surcharge: \$6,278.95  
Chassis: \$97,000.00

**TOTAL: \$228,857.89**  
**Demo Discount: (\$10,000.00)**

**TOTAL: \$218,857.89**

# CITY OF CARO

MANAGER  
MATTHEW LANE  
CLERK  
RITA PAPP  
TREASURER  
MICHELE PERRY  
ATTORNEY  
LAURA GENOVICH

317 South State Street  
Caro MI 48723  
Phone 989-673-7671  
Fax 989-673-7310  
Website [www.carocity.net](http://www.carocity.net)

MAYOR  
JOE GREENE  
CITY COUNCIL  
BOB ESCHENBACHER  
DON HALL  
TISHA JONES-HOLUBEC  
JILL WHITE  
EMILY CAMPBELL  
VACANT

## MEMORANDUM

**TO:** City Council  
**FROM:** Matthew S. Lane, City Manager  
**DATE:** August 3, 2022  
**RE:** City Manager Comments

---

As my tenure in Caro comes to a close, I want to thank this Council for the opportunity to serve this great community. The city and city staff have accomplished so much in such a short amount of time that the momentum has been palpable, not just here but also noticed in other communities across the state and across the country. Caro is cultivating community and moving forward strategically into the future with full steam. Development projects are speeding up, positive energy has been building in the community at-large and we have been working to build up Caro's reputation as a great place to live, work and play. I hope this continues in my absence. I want to thank the hard-working employees of the City for their service and dedication. The team we have built has amazing potential to do great things. In fact, we have already done great things together. If properly cultivated, this team will continue to grow, develop and perform at high level. Here are some of the things we have accomplished together during my time here.

- o South Almer Street Reconstruction
- o Sidewalk Replacement Projects
- o State Street Square Construction
- o Recruitment of Farmers Market Manager/Director of Development & SI
- o Police Building Project
- o Line Striping
- o COVID-19 Response
- o COVID-19 First Responder Hazard Pay Grant
- o COVID-19 Public Safety Payroll Reimbursement
- o COVID ARPA Funding
- o Bieth Park/Fair Grounds Clean-Up Progress
- o Dog Park Installation- Phase I (Repurpose TCCF Grant)
- o Dog Park Installation- Phase II
- o Employee Performance Evaluations
- o Equipment Replacement
- o City Hall Security Upgrades Phase 1
- o City Hall Phone System Upgrades
- o City Hall Computer/Technology Upgrades
- o Splash Pad Installation- Phase I and Phase II
- o Caro Center Watermain Agreement with State of Michigan
- o Implemented Operations Team Meetings
- o Implemented Public Utilities Working Group with WWTP/DPW
- o Caro Christmas Cruise
- o Caro High School Graduation Banners 2020/2021/2022
- o DPW Maintenance Calendar/Updated Monthly Reports
- o Completed updates/Executed lease to Roadhouse Museum
- o Addressed Drainage Issue on Van Geisen

# CITY OF CARO

MANAGER  
MATTHEW LANE  
CLERK  
RITA PAPP  
TREASURER  
MICHELE PERRY  
ATTORNEY  
LAURA GENOVICH

317 South State Street  
Caro MI 48723  
Phone 989-673-7671  
Fax 989-673-7310  
Website [www.carocity.net](http://www.carocity.net)

MAYOR  
JOE GREENE  
CITY COUNCIL  
BOB ESCHENBACHER  
DON HALL  
TISHA JONES-HOLUBEC  
JILL WHITE  
EMILY CAMPBELL  
VACANT

- Increased Use of Social Media for Public Engagement
- Renegotiated Solid Waste Contract with Emterra
- Hazard Mitigation- Back-Up Generators-2020/2021/2022- MMRMA Rap Grant
- Took Possession of Former Recycling Center
- Executed temporary lease with Caro Community Schools for Bus Garage
- Demolition of three city-owned properties
- Manager appointed to MML Finance Legislative Committee
- Manager appointed to MME Advocacy Committee
- Manager appointed to MME Task Force on Regional Groups
- Manager appointed to MME Ethics Committee
- Implemented Medical Marijuana Ordinance
- Implemented adult-use marihuana ordinance
- Implemented 3-Year Department Head Contracts
- Addressed Drainage Issue Palmer/Bush
- Installed Walkway at Chippewa with Culvert Work
- Restructured Blight Mowing and City Mowing Contracts
- Received 50/50 MEDC Grant for Master Plan
- Parks and Recreation Five-Year Plan
- Park Drive Rehab
- Lincoln Street Rehab
- Dog Waste Stations Downtown
- Successfully Defended City in Walby Lawsuit
- Recruited New City Attorney
- Small Urban Gilford Road Strategy- expanded project to solve community concerns
- Reinstated City engagement in Redevelopment Ready Communities (RRC)
- Chamber of Commerce Partnership Development
  - Small Business Saturday
  - Community Events
  - Shop Small. Shop Small. Shop Caro Initiative
- Library Partnership Development
- Fair Board Partnership Development
- Created Encore at Atwood Concert Event
- ISD Work-Based Learning Partnership 2021 and 2022
- Medical First Responder Program (Upcoming)
- MMR Contribution and Stakeholder Group (ongoing)
- Ethics Ordinance
- Increased Internal Financial Controls
- Employee Recognition Program
- Parks and Recreation Programming Partnership with MSU Extension (upcoming)
- Created Cultivating Community Podcast
- Water Rate Study and Water Rate Structure Change
- Successfully Prosecuted Fraud/Larceny from City Pension Fund
- Water Meter AMR Pilot
- Fountain Replacement in Chippewa Landing Park
- DDA Parking Access Analysis
- Settled Collective Bargaining Agreement for POLC and GELC
- Successfully navigated public controversy

# CITY OF CARO

MANAGER  
MATTHEW LANE  
CLERK  
RITA PAPP  
TREASURER  
MICHELE PERRY  
ATTORNEY  
LAURA GENOVICH

317 South State Street  
Caro MI 48723  
Phone 989-673-7671  
Fax 989-673-7310  
Website [www.carocity.net](http://www.carocity.net)

MAYOR  
JOE GREENE  
CITY COUNCIL  
BOB ESCHENBACHER  
DON HALL  
TISHA JONES-HOLUBEC  
JILL WHITE  
EMILY CAMPBELL  
VACANT

- Successfully navigated personnel issues
- Updated many position descriptions
- Successfully negotiated water service agreement and water franchise for Putman Medical project
- Water Reliability Strategy (ongoing)
  - Abandon Well #3 (in-progress)
  - Investigate new well (in-progress)
  - Arsenic Backwash Maintenance
- Development Projects:
  - Aldi
  - Rightway Auto
  - Marshalls
  - Taco Bell Rehab
  - Hills & Dales Rehab
  - Hills & Dales Rapid Care (Upcoming)
  - Frank Street Development (Upcoming)
  - Cranes L&M Appliances
  - Hope Thrift
  - Caro Mini Storage Upgrades

I hope that the next City Manager can build on that momentum and keep the community moving in the right direct. I also hope that the Mayor and City Council can embrace the system of government in place in Caro and support the professionalism and dedication of the Manager and city staff.

In 2009, the citizens of the Village of Caro voted to adopt a City charter and incorporate as the City of Caro. The charter outlines the roles and responsibilities of all parts of the City government and instituted the Council-Manager form of government in Caro which gives legislative authority to the City Council and all daily administrative management authority to the City Manager. The Michigan Municipal Executives, the professional development organization for City Managers in Michigan, describes the system like this:

*"The Council-Manager form, sometimes referred to as the "City Manager" form, was born in the early 20th century in response to corruption and patronage that plagued many cities. The form was designed to 'professionalize' local government and resembles the structure of a corporation or a non-profit. In a City, for instance, the City Council acts much like a board of directors: similar to how a board would hire an experienced CEO to run a private sector organization, the Council hires a professionally-trained Manager to run the day-to-day operations of the City..."*

For more information on the Council-Manager or City Manager form of government, please check out the Michigan Municipal League ([www.mml.org](http://www.mml.org)) or the International City/County Manager's Association ([www.icma.org](http://www.icma.org)).

Take care of yourselves and your families. Stay healthy and stay safe. Practice Freudenfreude.

# CITY OF CARO

MANAGER  
MATTHEW LANE  
CLERK  
RITA PAPP  
TREASURER  
VACANT  
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  
JOE GREENE  
CITY COUNCIL  
BOB ESCHENBACHER  
DON HALL  
TISHA JONES-HOLUBEC  
JILL WHITE  
EMILY CAMPBELL  
PAMELAISELER

**TO:** City Council  
**FROM:** Rita Papp – City Clerk  
**SUBJECT:** Clerk's Report  
**DATE:** August 3, 2022

---

- Processed 6 FOIA's during this period.
- Continuing to review Boards and Commission Appointment vacancies.
- Planning Commission has 2 vacant seats. Posted vacancies on city website. No application received as of the date of this meeting.
- Applied for a grant through MMRMA to cover ½ cost of Michigan Association of Municipal Clerks Summer Conference. Will be decided on August 2022.
- Starting the process of preparing for the August 2, 2022 Primary Election. 705 absentee ballot applications mailed June 2, 2022. Ballots picked up Wednesday, June 15, 2022. Ballots were mailed on June 21, 2022. Absentee Ballot applications and ballots are available in my office. Election day will be complete at time of meeting.
- Attended and chaired the Election Commission Meeting on June 30, 2022.
- Performed Preliminary Testing of election equipment July 15, 2022. Performed Public Testing July 22, 2022 at 9:00 a.m.
- Posted the vacancy on the Council due to the resignation of Kory Batschke, June 9, 2022 in the Tuscola County Advertiser. Due date is July 13, 2022 at 4:00 p.m. Applicants will be interviewed at a special meeting prior to August 3, 2022 and appointed until November 2024. Six applicants have been received as of the date of this report. Pam Iseler has been appointed and will be sworn in August 3, 2022.
- Resignation letter from Tisha Jones-Holubec has not been received as of typing this report.
- Posted the upcoming vacancies on the Council due to November 8, 2022 elections. Council Members (3) and Mayor (1). Nominating petitions are available in my office. Filing due date: July 26, 2022 at 5:00 p.m. Candidates that have filed are: Joe Greene & Karen Snider for Mayor, Charlotte Kish, Bob Eschenbacher, Don Hall, and Allan Michel for three council seats. Write in option is still available until October 28, 2022 at 4:00 p.m.
- Posted the City Manager's position in the Tuscola County Advertiser per Council's request. Due date July 1, 2022 at 5:00 p.m. Two applications received as of date of this report. Interviews are scheduled for July 19, 2022 at 6:00 p.m. Candidate Stephen Erickson was selected but declined the offer. Position will be posted again this week using other avenues.
- Attended the Tuscola County Clerk's Association meeting July 28, 2022 via Zoom.