

AGENDA
REGULAR MEETING OF THE CARO CITY COUNCIL
January 17, 2023, 6:30 P.M.

CALL TO ORDER (Pledge of Allegiance)

AGENDA APPROVAL

PUBLIC COMMENTS/VISITORS:

PRESENTATION: Steve Erickson, EDC – Blight Elimination Grant Program

COMMUNICATION:

1. County of Tuscola Dog Ordinance
2. Parks & Recreation Committee Minutes – December 20, 2022

CONSENT AGENDA:

1. Regular Council Minutes – January 3, 2023
2. Invoices
3. Department Reports
 - A. Police Report – Chief Brian Newcomb
 - B. Fire Report – Chief Randall Heckroth
 - C. Code Enforcement Report – Randall Heckroth
 - D. Director of Public Works Report – Tom Reese
 - E. WWTP – Ken Fields
 - F. Municipal Parking Violations Bureau Report – Rita Papp
 - G. Director of Development & Strategic Initiatives Report – Lauren Amellal

REGULAR AGENDA:

1. Resolution in Appreciation for Outstanding Public Service by Joseph Greene.
2. City Hall Vestibule

ITEMS POSTPONED:

1. CDL Licensing
2. DPW Parking Lot Quotes

COMMITTEE/LIAISON POSITION REPORTS:

1. Economic Development Corporation (Mayor Snider)
2. Chamber of Commerce (Manager)
3. Downtown Development Authority (Hall)
4. Fair Board (Iseler)
5. Parks & Recreation (White)
6. Planning Commission (Eschenbacher)
7. Tuscola County Board of Commissioners (Kish)
8. Zoning Board of Appeals (Mayor Snider)
9. Indianfields Township (Hall)
10. Almer Township (Campbell)

MAYOR'S REPORT – Written report submitted

MANAGER REPORT – Written report submitted.

CLERK'S REPORT – Written report submitted.

TREASURER'S REPORT – Written report submitted.

CLOSED SESSION: To Consider Material Exempt from Discussion or Disclosure by Statute Under MCL 15.268 (h), Specifically Identified as an Attorney/Client Privileged Written Legal Opinion.

ADDITIONAL PUBLIC COMMENTS

ADJOURN

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COUNTY OF TUSCOLA DOG ORDINANCE

An ordinance adopted for the purpose of providing general animal control within Tuscola County, for the licensing and regulating of dogs and kennels, providing penalties for the violation thereof, establishing a municipal ordinance violations bureau and repealing other inconsistent ordinances.

THE COUNTY OF TUSCOLA ORDAINS:

Section 1. Preamble

The County of Tuscola deeming it advisable in the interest of protecting the public health and safety and welfare and to regulate and control the conduct, keeping and care of dogs, and provide for the orderly and uniform administration of the dog licensing provisions of the State of Michigan and in particular Act 339 of the Public Acts of 1919 as amended, does hereby adopt the following revised dog ordinance which is to be enforced by Tuscola County Animal Control, under the direction of the Chief Animal Control Officer.

Section 2. Definitions

2.1 *“Animal Control Officer”* means any person employed by the County for the purpose of enforcing this Ordinance or state statutes pertaining to animals, and all persons and deputies employed by the County to act in the same or a similar manner.

2.1 (A) *“Animal”* means canine

2.2 *“At Large”* means, except when hunting, an animal which is not on the premises of the owner and not under the control of a person either by leash, cord, chain, or otherwise.

2.3 *“Bureau”* means the County Municipal Ordinance Violations Bureau, as established by this chapter.

2.4 *“County”* means the County of Tuscola of the State of Michigan.

2.5 *“Hunting”* means allowing a dog to range freely within the sight or sound of its owner while in the course of pursuing legal game.

2.6 *“Municipal civil infraction citation”* or *“citation”* means a written complaint or notice prepared by an authorized County official, directing a person to appear in court regarding the occurrence or existence of a municipal civil infraction violation by the person cited.

2.7 *“Municipal ordinance violation notice”* or *“notice”* means a written notice, other than a citation, prepared by an authorized County official, directing a person to appear at the County Municipal Ordinance Violations Bureau and to pay the fine and costs, if any, prescribed

for the violation by the schedule of civil fines adopted by the County, as authorized under Section 8396 and 8707(6) of the Revised Judicature Act of 1961, as amended.

2.8 “*Owner*” when applied to the proprietorship of a dog means every person having a right of property in the dog, and every person who keeps or harbors the dog or has it in his or her care, and every person who permits the dog to remain on or about any premises occupied by him.

2.9 “*Person*” means any adult individual, corporation, society, co-partnership, limited partnership, limited liability company, association, or any other entity.

2.10 “*Person with a disability*” means a person who has a disability as defined by the Americans With Disabilities Act of 1990, 42 USC 12102. The definition of a “*person with disability*” includes an individual who has been diagnosed with post-traumatic stress disorder, traumatic brain injury, or other service-related disabilities.

2.11 “*Service dog*” means any dog that is individually trained to do work or perform tasks for the benefit of a person with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. The work or tasks performed by a service dog must be directly related to the person’s disability. Any crime deterrent effects of a dog’s presence and / or the provision of emotional support, well-being, comfort, or companionship do not constitute work or tasks for the purposes of this definition.

2.12 “*Dog in service training*” means a dog owned by, and being trained by, an individual, partnership, corporation, non-profit organization, or other legal entity that trains service dogs for use by a person with a disability.

Section 3. Running at Large

3.1 **Female Dogs.** It shall be unlawful for any owner of any female dog to permit the female dog to go beyond the premises of such owner when she is in heat, unless the female dog is held properly in leash.

3.2 **Stray Dogs.** It shall be unlawful for any owner to allow any dog, except working dogs such as leader dogs, farm dogs, hunting dogs, and other such dogs, when accompanied by their owner or his authorized agent, while actively engaged in activities for which such dogs are trained, to stray unless held properly in leash.

Section 4. Licensing, Regulation and Kennels

4.1 **License Requirements.** It shall be unlawful for any person:

- (a) To own any dog four (4) months old or over, unless the dog is licensed as hereinafter provided;
- (b) To own any dog four (4) months old or over that does not at all times wear a collar with a tag approved by the Director of Agriculture, attached as provided, except when engaged in lawful hunting accompanied by its owner or custodian; or
- (c) To remove any license tag from a dog, except the owner.

4.2 License Application. The owner of a dog that is 4 or more months old shall apply to the treasurer of the County for a license for each dog owned or kept by him or her, pursuant to the following:

- (a) The Owner shall apply for a license annually on or before the last day of the month of expiration of the dog's current rabies vaccination or prior to expiration of a current license;
- (b) The application shall state the breed, sex, age, color, and markings of the dog, and the name and address of the last previous owner;
- (c) Except as provided in subsection (d), the application shall be accompanied by a valid certificate of a current vaccination for rabies, with a vaccine licensed by the United States Department of Agriculture, signed by an accredited veterinarian. The certificate for vaccination for rabies shall state the month and year of expiration for the rabies vaccination, in the veterinarian's opinion;
- (d) If the application is submitted electronically, the owner of the dog is not required to provide a valid certificate of a current vaccination for rabies if the dog was licensed the previous year and the dog's current rabies vaccination on record with the treasurer of the county where the owner resides is still valid;
- (e) The owner of a dog that is required to be licensed under this section shall keep the dog currently vaccinated against rabies by an accredited veterinarian with a vaccine licensed by the United States Department of Agriculture.

4.3 Unlicensed and Young Dogs.

- (a) A person who becomes owner of a dog that is four (4) or more months old and that is not already licensed shall apply for a license within 30 days.
- (b) A person who owns a dog that will become four (4) months old and that is not already licensed shall apply for a license within thirty (30) days after the dog becomes four (4) months old.

4.4 License Fees. The license fee for all dogs and kennels shall be as outlined in the attached **Exhibit A**, hereby incorporated, which may be amended by the Board of Commissioners from time to time.

- (a) Valid dog licenses issued by other counties within Michigan, and any other governmental agencies shall be honored in Tuscola County until they expire, provided that the owner provides a copy of the current license to the Treasurer's office within thirty (30) days of moving to Tuscola County.
- (b) License fees for service dogs or dogs in service training are waived.
- (c) For any dog that has been adjudicated a Dangerous Animal pursuant to Act 426 of the Public Acts of 1988, as amended (MCL 287.321), the applicable license fees scheduled above shall be increased by \$25.00.

4.5 Production of Proof of License. A person who owns or harbors a dog shall produce proof of a valid dog license upon request of a person who is authorized to enforce this Ordinance.

4.6 Transfer of License. No license or license tag issued for one (1) dog shall be transferable to another dog. Whenever the ownership or possession of any dog is permanently transferred from one (1) person to another within the same county, the license of such dog may be likewise transferred, upon proper notice given to the county treasurer who shall note such transfer upon his or her record. This Ordinance does not require the procurement of a new license, or the transfer of a license already secured, when the possession of a dog is temporarily transferred, for the purpose of hunting game, or for breeding, trial or show in the state of Michigan.

4.7 Loss of License Tag. If any dog license tag is lost, it shall be replaced without cost by the Tuscola County Treasurer, one time per valid license period, upon application by the owner of the dog and upon production of such license and a sworn statement of the facts regarding loss of such tag.

4.8 Kennel Health Permit. In order to obtain a kennel license, any person who owns, keeps or operates a kennel at any single location within the boundaries of Tuscola County except in cities, villages, or townships with their own animal control agency, shall; (1) within thirty (30) calendar days prior to the start of such operation, or; (2) a person which has been previously issued a kennel license shall apply for a new kennel license by June 1st of each year, to the County Treasurer's Office, which shall issue such license if the kennel is in compliance with Sections 10 and 11 of Act 339, of the Public Acts of 1919, as amended, being Sections 287.270 and MCL §287.271, and with any applicable ordinance of the city, village or township in which it is located. The County Treasurer will not issue a kennel license to any person who has been denied a kennel license by the city, village or township where they reside. Failure to apply for a kennel license within the prescribed time limits will result in a late fee as outlined in Exhibit A, hereby incorporated, and as may be amended by the Board of Commissioners from time to time.

4.9 Kennel Inspection. Animal Control Officers shall have the right to inspect any kennel in the Tuscola County in order to determine whether said kennel is in compliance with this Ordinance and the State Statute. If the kennel has been issued a license, it shall be the duty of the Animal Control Officer to suspend said license if, in the Officer's opinion, conditions exist which are not in compliance with this Ordinance, Section 10 of Act 339 of the Public Acts of 1919, as amended, being MCL §287.270, and the rules of the Michigan Department of Agriculture, pending correction of such conditions, and further shall have the ability to revoke said license if such conditions are not corrected within a designated reasonable time

Section 5. Chief Animal Control Officer Duties, Authority and Responsibilities

5.1 Requirements. A Chief Animal Control Officer shall be hired by the County and shall serve as the head of Tuscola County Animal Control; provided, however, that the Chief Animal Control Officer and all Animal Control Officers shall have and meet the minimum requirements contained in MCLA 287.289b; MSA 12.540(2).

5.2 Duties and Authority. The Chief Animal Control Officer and his/her designees shall have the following duties and authority:

- (a) The Chief Animal Control Officer is authorized to investigate any complaints of violations of this Ordinance or state laws regarding animals.
- (b) The Chief Animal Control Officer may promptly seize, take up and place in the animal shelter, or contracted services provider, including a state licensed humane society, dogs being kept or harbored or found running at large any place within Tuscola County contrary to the provisions of this Ordinance or the statutes of the State.
- (c) The Chief Animal Control Officer and his/her designees shall have the legal authority and duty to issue appearance tickets, citations or summonses to those persons acting contrary to the provisions of this Ordinance or state laws relating to animals.
- (d) It shall be the further duties of the Chief Animal Control Officer to enforce the provisions of the Ordinance and the statutes of the state pertaining to dogs and other animals, and he may make a complaint to the appropriate District Court or other appropriate court in regard to any violation thereof.
- (e) All suspensions and/or revocations of licenses as provided for herein, shall be in accordance with such rules and regulations as are adopted from time to time by the Board of Commissioners.
- (f) All fees and monies collected by Tuscola County Animal Control shall be accounted for and turned over to the Treasurer on a weekly basis under the standard practices of the Treasurer's accounting system.

Section 6. Impoundment

6.1 Impoundment by Animal Control Officer. All dogs found running at large as defined in Section 3 of this Ordinance may be seized and impounded by an Animal Control Officer at an authorized shelter. If the animal is non-vicious or non-dangerous and its owner can be ascertained and is available, an Animal Control Officer may return the Animal to its owner, and may cite the owner of the animal for any violation that has occurred.

6.2 Notification of Owner. Immediately after impounding an animal, if the owner of the animal can be identified by collar, license, tag or by other means, an Animal Control Officer shall notify the owner about the animal's impoundment by first class mail. The Animal Control Officer shall inform the owner of the steps necessary to regain custody of the animal.

- (a) The Chief Animal Control Officer or a duly recognized service provider under contract with Tuscola County may dispose of impounded animals which are not claimed within the state statutory holding periods in a manner set forth by the terms of this ordinance or applicable state law.

6.3 Redeeming Impounded Animals. An owner may redeem an animal from impoundment by executing a sworn statement of ownership, furnishing a license and tag, as required by this Ordinance and State laws and paying all expenses associated with the seizure and impoundment of the animal.

6.4 Adoption of Impounded Animals. An impounded animal not redeemed by its owner may be adopted pursuant to policies and procedures established by the Chief Animal Control Officer. Any such policies and procedures for adoption established by the Chief Animal Control Officer shall comply with State law and this Ordinance. Adoption fees shall be as outlined in the attached **Exhibit A**, hereby incorporated, which may be amended by the Board of Commissioners from time to time

6.5 Impoundment Fees. The impoundment fees for all impounded dogs shall be as outlined in the attached **Exhibit A**, hereby incorporated, which may be amended by the Board of Commissioners from time to time

Section 7. Penalties and Enforcement

7.1 State Law Offenses. Violations of the Ordinance that are also violations of State law may be prosecuted under either at the discretion of the Chief Animal Control Officer or other authorized County official.

7.2 Municipal Civil Infraction Citations. A person who violates this Ordinance shall be deemed responsible for a municipal civil infraction, the penalty for which, shall be a civil fine plus any cost, damages, expenses and other sanctions, as authorized under Chapter 87 of 1961 PA 236, as amended, being MCL 600.8701 et seq., and other applicable laws.

7.3 Authorized County Officials. The Chief Animal Control Officer, his/her designees, and deputies, and deputies of the Tuscola County Sheriff's office are the County officials authorized to issue municipal civil infraction citations and municipal civil infraction violation notices for violations of this Ordinance.

- (a) Municipal civil infractions may be issued by an authorized enforcement official when he/she personally observes the violation.
- (b) A municipal civil infraction may also be issued by an authorized enforcement official who after investigation has reasonable cause to believe that a violation occurred and it is approved by the Prosecuting Attorney prior to its issuance.

7.4 Issuance of Municipal Civil Infraction Citations. Municipal civil infraction citations shall be issued and served by authorized County officials as follows:

- (a) The time for appearance specified in a citation shall be within a reasonable time after the citation is issued.
- (b) The place for appearance specified in a citation shall be the district court.
- (c) Each citation shall be numbered consecutively and shall be in a form approved by the State Court Administrator. The original citation shall be filed with the district court. Copies of the citation shall be retained by the County and issued to the alleged violator as provided by Section 8705 of the Revised Judicature Act of 1961, as amended.
- (d) A citation for a municipal civil infraction, signed by an authorized County official shall be treated as if it were made under oath if the violation alleged in the citation occurred in the presence of the official signing the complaint and if the citation contains the following statement immediately above the date and signature of the

official "I declare under the penalties of perjury that the statements above are true to the best of my information, knowledge and belief."

(e) An authorized County official who witnesses a person commit a municipal civil infraction shall prepare and subscribe, as soon as possible and as completely as possible, an original and required copies of a citation.

7.5 **Service of Municipal Civil Infractions.** Municipal civil infraction citations shall be served by an authorized County official as follows:

(a) Except as provided by Section 7.4(b), hereof, an authorized County official shall personally serve a copy of the citation upon the alleged violator.

(b) If the municipal civil infraction action involves the use or occupancy of land, a building or other structure, a copy of the citation does not need to be personally served upon the alleged violator, but may be served upon an owner or occupant of the land, building or structure by posting the copy on the land or attaching the copy to the building or structure. In addition, a copy of the citation shall be sent by first class mail to the owner of the land, building or structure at the owner's last known address.

7.6 **Municipal Civil Infraction Citations; Contents.** A municipal civil infraction citation shall contain:

(a) The name and address of the alleged violator, the municipal civil infraction alleged, the place where the alleged violator shall appear in court, the telephone number of the court and the time at or by which the appearance shall be made; and

(b) The citation shall inform the alleged violator that he or she may do one of the following: (1) admit responsibility for the municipal civil infraction by mail, in person or by representation, at or by the time specified for appearance, (2) admit responsibility for the municipal civil infraction "with explanation" by mail, by the time specified for appearance, or in person or by representation, or (3) deny responsibility for the municipal civil infraction by appearing in person for an informal hearing before a judge or district court magistrate without representation by an attorney or by appearing in person for a formal hearing before a judge or district court magistrate with the opportunity of being represented by an attorney.

(c) Further, the citation shall inform the alleged violator of all of the following:

(i) That if the alleged violator desires to admit responsibility "with explanation" in person or by representation, the alleged violator must apply to the court in person, by mail, by telephone or by representation within the time specified for appearance and obtain a scheduled date and time for an appearance;

(ii) That if the alleged violator desires to deny responsibility, the alleged violator must apply to the court in person, by mail, by telephone or by representation within the time specified for appearance and obtain a scheduled date and time to appear for a hearing, unless a hearing date is specified on the citation;

- (iii) That a hearing shall be an informal hearing unless a formal hearing is requested by the alleged violator or the County;
- (iv) That at an informal hearing the alleged violator must appear in person before a judge or district court magistrate, without the opportunity of being represented by an attorney; and
- (v) That at a formal hearing the alleged violator must appear in person before a judge with the opportunity of being represented by an attorney.

(d) The citation shall contain a notice in boldfaced type that the failure of the alleged violator to appear within the time specified in the citation or at the time scheduled for a hearing or appearance is a misdemeanor and will result in entry of a default judgment against the alleged violator on the municipal civil infraction.

7.7 Fines. A person, corporation or firm, who accepts responsibility for, or is found responsible for a municipal civil infraction under this Ordinance, shall pay a civil fine consistent with the following:

- (a) \$100 per offense for violations of Section 3 of this Ordinance; and
- (b) \$75 per offense for violations of Section 4 of this Ordinance.

A copy of the fine schedule, as amended from time to time, shall be posted at the Tuscola County Treasurer's office.

Section 8. Municipal Ordinance Violations Bureau

8.1 Establishment. The County hereby establishes a Municipal Ordinance Violations Bureau, to accept admissions of responsibility for municipal civil infractions in response to municipal ordinance violation notices issued and served by authorized County officials, and to collect and retain civil fines and costs as prescribed by this Ordinance or any ordinance.

8.2 Location, Supervision, rules and regulations; employees. The Bureau shall be located at the County Treasurer's office and shall be under the supervision and control of the treasurer. The Treasurer, subject to the approval of the Tuscola County Board of Commissioners, shall adopt rules and regulations for the operation of the Bureau and appoint any necessary qualified employees to administer the Bureau.

8.3 Disposition of Violations. The Bureau may dispose only of municipal civil infraction violations for which a fine has been scheduled and for which a municipal ordinance violation notice has been issued. The fact that a fine has been scheduled for a particular violation shall not entitle any person to dispose of the violation at the Bureau. Nothing in this section shall prevent or restrict the County from issuing a municipal civil infraction citation for any violation or from prosecuting any violation in a court of competent jurisdiction. No person shall be required to dispose of a municipal civil infraction violation at the Bureau, and may have the violation processed before a court of appropriate jurisdiction. The unwillingness of any person to dispose of any violation at the Bureau shall not prejudice the person or in any way diminish the person's rights, privileges and protection accorded by law.

8.4 Scope of Authority. The scope of the Bureau's authority shall be limited to accepting admissions of responsibility for municipal civil infractions and collecting and retaining civil fines and costs as a result of those admissions. The Bureau shall not accept payment of a fine from any person who denies having committed the offense, who admits responsibility only with explanation or who requests a hearing, and in no event shall the Bureau determine, or attempt to determine, the truth or falsity of any fact or matter relating to an alleged violation.

8.5 Contents of Municipal Ordinance Violation Notices. Municipal ordinance violation notices shall be issued and served by authorized County officials under the same circumstances and upon the same persons as are provided for municipal civil infraction citations in Section 12 hereof. In addition to any other information required by this Ordinance or any other ordinance, the violation notice shall indicate the time by which the alleged violator must appear at the Bureau, the methods by which an appearance may be made, the address and telephone number of the Bureau, the hours during which the Bureau is open, the amount of the fine scheduled for the alleged violation and the consequences for failure to appear and pay the required fine within the required time.

8.6 Appearance; Payment of Fines and Costs. An alleged violator receiving a municipal ordinance violation notice shall appear at the Bureau and pay the specified fine and costs at or by the time specified for appearance in the municipal ordinance violation notice. An appearance may be made by mail, in person or by representation.

8.7 Procedure Where Admission of Responsibility is not made or Fine is not Paid. If an authorized County official issues and serves a municipal ordinance violation notice and if an admission of responsibility is not made and the civil fine and cost, if any, prescribed by the schedule of fines for the violation are not paid at the Bureau, a municipal civil infraction citation may be filed with the district court and a copy of the citation may be served by first class mail upon the alleged violator at the alleged violator's last known address. The citation filed with the court does not need to comply in all particulars with the requirements for citations as provided by Sections 8705 and 8709 of the Revised Judicature Act of 1961, as amended, but shall consist of a sworn complaint containing the allegations stated in the municipal ordinance violation notice and shall fairly inform the alleged violator how to respond to the citation.

8.8 Civil Penalties. A schedule of civil fines payable to the Municipal Ordinance Violations Bureau for admissions of responsibility by persons served with municipal ordinance violation notices under this Ordinance or any other ordinance is hereby established and shall be equal to those civil fines established by **Exhibit A** hereof. A copy of the schedule, as amended from time to time, shall be posted at the Municipal Ordinance Violations Bureau.

Section 9. Treasurer's Records and Duties

9.1 Record of Licenses. The Treasurer shall keep a record of all dog licenses and all kennel licenses issued during the year in each city and township in Tuscola County. Such records shall contain the name and address of the person to whom each license is issued. In the case of all individual licenses, the record shall also state the breed, sex, age, color and markings

of the dog; and in the case of a kennel license, it shall state the place where the business is conducted. The record shall be a public record and open to inspection during business hours. The Treasurer shall keep a record of all license fees collected.

Section 10. Miscellaneous

10.1 Rules of Construction. When not inconsistent with the context, words used in the present tense include the future and past tenses. Words in the singular include the plural and words in the plural include the singular. Masculine includes the feminine and neuter. Words or terms not defined in this Ordinance shall be interpreted in accordance with their common meaning. The words "shall" and "will" are mandatory and not merely directive. Headings are inserted for convenience and shall not limit or increase the scope of any provision or Section of this Ordinance.

10.2 Severability. If any part of this Ordinance shall be held unconstitutional or void, such part shall be deemed severable and its invalidity shall not affect the remaining parts of this Ordinance.

10.3 Safety Clause. Tuscola County hereby finds, determines, and declares that this Ordinance is necessary for the immediate preservation of the public health, safety, and welfare of the cities of the County, the County, and the inhabitants.

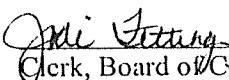
10.4 Repeal and Savings Clause. All Ordinances or parts of Ordinances inconsistent with this Ordinance are repealed to the extent they are in conflict with this Ordinance. However, any and all civil and criminal actions arising out of any Ordinance repealed by this Ordinance which are pending in a court of this State, or otherwise vested on the effective date of this Ordinance shall not abate and shall be saved and may proceed to conclusion pursuant to the terms of the repealed Ordinance.

Section 11. Adoption and Effective Date of Ordinance

11.1 This Ordinance shall be adopted only after a majority of the Commissioners elected and serving shall vote in favor of its adoption. The Clerk of the Board of Commissioners shall then endorse this Ordinance and the Chairperson of the County Board of Commissioners shall sign this Ordinance, which shall then be certified by the Clerk before it is considered adopted. This Ordinance shall then take effect seven (7) days after the date that it is published in a newspaper of general circulation in Tuscola County. The County Clerk shall certify the publication.

Effective (date) 12-1-2022


Chairman, Board of Commissioners


Clerk, Board of Commissioners

I, Jodi Fetting, Clerk of the Circuit Court for said County of Tuscola do hereby certify that the foregoing is a true copy of a record now remaining in the Office of the Clerk of said County and Court. In testimony whereof, I have hereunto set my hand, and affixed the seal of said Court and County, at the City of Caro, this 1st day of December, 2022.

EXHIBIT A

LICENSE AND FEE SCHEDULE

<u>LICENSE TYPE</u>	<u>ONE YEAR LICENSE</u>
SEXED ANIMAL	\$25.00
SEXED ANIMAL - SENIOR CITIZEN/VETERAN DISCOUNT	\$20.00
SPAYED/NEUTERED ANIMAL	\$20.00
SPAYED/NEUTERED ANIMAL - SENIOR CITIZEN/VETERAN DISCOUNT (SENIOR CITIZENS 55 AND OVER)	\$15.00
<u>LICENSE TYPE</u>	<u>3 YEAR LICENSE</u>
SEXED ANIMAL	\$70.00
SEXED ANIMAL - SENIOR CITIZEN/VETERAN DISCOUNT	\$55.00
SPAYED/NEUTERED ANIMAL	\$50.00
SPAYED/NEUTERED ANIMAL - SENIOR CITIZEN/VETERAN DISCOUNT	\$40.00
<u>LICENSE TYPE</u>	<u>ONE YEAR LICENSE</u>
KENNEL - PER 10 TAGS (DOGS)	\$70.00
<u>ADDITIONAL FEE TYPE</u>	<u>AMOUNT</u>
DANGEROUS ANIMAL FEE IN ADDITION TO LICENSE FEE	\$25.00
DELINQUENT FEE IN ADDITION TO LICENSE FEE	\$10.00
IMPOUND FEE 1ST OFFENSE	\$35.00
IMPOUND FEE 2ND OFFENSE	\$70.00
IMPOUND FEE 3RD OFFENSE	\$140.00
IMPOUND FEE 4TH OFFENSE	\$280.00
IMPOUND FEE 5TH OFFENSE	\$560.00
IMPOUND FEE 6TH OFFENSE	\$1,120.00
<u>ADOPTION FEES</u>	
DOG ADOPTION (INCLUDES SPAY/NEUTER, VACCINES, DEWORMING AND FLEA AND TICK TREATMENT AS NEEDED)	\$125.00
CAT ADOPTION FEE (INCLUDES SPAY/NEUTER, VACCINES, DEWORMING AND FLEA AND TICK TREATMENT AS NEEDED)	\$90.00
<u>CITATION FINES</u>	<u>AMOUNT</u>
VIOLATION OF SECTION 3 OF DOG ORDINANCE	\$100.00
VIOLATION OF SECTION 4 OF DOG ORDINANCE	\$75.00

Parks and Rec Minutes
City of Caro
December 20, 2022

Members Present: Sue Ellen Greenlee, Jill White, Sean Smith, Jeff Hartel
Others present: Lauren Amellal, Scott Czasak, Karen Snider and Rita Papp.

Call Meeting to Order - 5:32 pm

Public Comment - none

Approval of Minutes - Motion from Sue Ellen and seconded by Sean to approve minutes with Amendment to (Old Business: 5 Year Plan) notes to say "Discussion from September meeting". Motion passed 4 - 0.

Director of Development Update - Lauren discussed administrative agreements needed to move forward with partnership with MSU Extension.

City Council Liaison Update - New City Manager Scott Czasak was introduced to the committee.

Old Business

1. Wayfinding Signs - work with DDA on this.
2. Aquazone Chairs - No report
3. Spark Grant
 - a. Application was not submitted due to the lack of a Deed.
 - b. City Council approved a \$15,000 match
 - c. Plan is to review full application before January meeting.
 - d. Develop Spark Grant Sub-committee for future application. (Lauren, Sean and Colleen).
4. Project/Event Calendar - review each month to make sure proper arrangements have been made for successful events occurring in the future.

Additions to the Calendar:

Motor Cycle Racing - August 26

Movie in March/April

Santa/Easter Bunny driving through city streets and not just State St to accommodate more people.

New Business

1. Bylaws for Parks and Rec committee need revising. Examples but not all-inclusive are:
 - a. Members needed on committee - 5 or 6?
 - b. Council Liaison a voting member?
 - c. Others to be determined.

Suggestion made to follow newly revised "Roberts Rules".

Updates and suggested revisions will be presented by Scott at the January Meeting.

Public Comment - Sean reported 2022 Parks and Rec committee accomplishments

Some Highlights were:

1. 5 Year Plan Updated
2. Security Cameras installed in Bieth Park
3. Celebration of the Parks - Spring Event in Bieth Park
4. Chair program
5. Spring/Fall Cleanup Day
6. Easter Egg Hunt
7. Bylaws updated

Motion to Adjourn at 6:40 pm by Sue Ellen and seconded by Jill. Motion passed 4 - 0.

Respectfully submitted by Jeff Hartel on January 3, 2023.

CITY OF CARO REGULAR COUNCIL MINUTES

Mayor Karen Snider called the regular meeting of the City Council to order on January 3, 2023, at 6:30 p.m. in the Council Chambers.

Present: Mayor Karen Snider, City Council: Emily Campbell, Bob Eschenbacher, Don Hall, Pamela Iseler, Charlotte Kish, and Jill White.

Absent: None

Others: Scott Czasak – City Manager, Rita Papp – City Clerk, Michele Perry – City Treasurer, and other guests.

AGENDA APPROVAL

23-M-1

Motion by Kish, seconded by Campbell to approve the agenda as presented.
Motion Carried.

PUBLIC COMMENT/VISITORS: None

COMMUNICATIONS:

1. Charter Communications – Upcoming Changes

CONSENT AGENDA:

1. Regular Council Minutes – December 19, 2022
2. RFQ/QBS WWTP Process Sub-Committee Minutes – December 19, 2022
3. Invoices

23-M-2

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

Motion Carried.

REGULAR AGENDA: (action required)

1. Dinges Fire Company – Bunker Gear Purchase Request – Fire Department

23-M-3

Motion by Eschenbacher, seconded by Kish to approve the purchase of 4 sets of bunker gear from Dinges Fire Company in the amount of \$12,860.00.

Motion carried.

2. Digicom Global Inc. – State Radios Purchase Request – Fire Department

23-M-4

Motion by Kish, seconded by Eschenbacher to approve the purchase of 2 Kenwood state compatible radios from Digicom Global Inc. in the amount of \$7,242.40.

Motion carried

3. Planning Commission Applications – One vacancy available

23-M-5

Motion by White, seconded by Hall to appoint Walter Szostak to the Planning Commission to fulfill a term expiring November 2024.

Motion carried.

4. Remote Terminal Unit Upgrade – Well # 1

23-M-6

Motion by Eschenbacher, seconded by Campbell to approve the purchase of a remote terminal unit and other necessary services from UIS Scada in the amount of \$8,055.00

Motion carried.

5. Set Finance Committee Meeting – 1st & 2nd Quarter Financial Review

Finance Committee Meeting is scheduled for January 13, 2023 at 4:00 p.m.

6. Set Policy Committee Meeting – Policy Updates

Policy Committee Meeting is scheduled for January 12, 2023 at 4:00 p.m.

ITEMS POSTPONED:

1. Parks & Recreation Committee – Fence Quotes

23-M-7

Motion by White, seconded by Kish to deny the Fence Quotes due to age and refer the matter to the Parks & Recreation Committee for further investigation and action.

Motion carried

2. CDL Licensing

3. DPW Parking Lot

COMMITTEE/LIAISON POSITION REPORTS: None

MAYOR'S REPORT – Written report submitted

Made note that Stephen Erickson will be presenting at the next Council meeting.

Reminded Council of MML Elected Officials training that is available.

MANAGER'S COMMENTS – Written report submitted

Offer on a house has been accepted.

CLERK'S REPORT – Written report submitted

No additional information.

ADDITIONAL PUBLIC COMMENT:

Tanya Batschke – Commented on the importance of fencing at the fairgrounds.

Councilor Bob Eschenbacher – Inquired on status of siren tower relocation. Inquired on status of fire hydrant on Almer St. & Lincoln St.

Councilor Pam Iseler – Inquired on status of old police station demolition.

23-M-8

Motion by Eschenbacher, seconded by White to adjourn the meeting at 6:56 p.m.

Motion carried.



Rita Papp
City Clerk

Report Criteria:

Report type: GL detail

Check.Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Invoice GL Account	Amount
ADVANCE AUTO PARTS				
01/23	01/17/2023	76267	661-536-776-000	1,074.49
01/23	01/17/2023	76267	661-536-776-000	797.99-
01/23	01/17/2023	76267	661-536-776-000	45.15-
01/23	01/17/2023	76267	661-536-776-000	85.72
01/23	01/17/2023	76267	661-536-776-000	150.74
01/23	01/17/2023	76267	661-536-776-000	133.99
01/23	01/17/2023	76267	661-536-776-000	82.78
Total ADVANCE AUTO PARTS:				684.58
Total 76267:				684.58
AIR ADVANTAGE LLC				
01/23	01/17/2023	76268	242-728-801-000	58.00
01/23	01/17/2023	76268	661-536-750-001	25.00
01/23	01/17/2023	76268	101-172-750-001	25.00
01/23	01/17/2023	76268	101-260-750-001	25.00
01/23	01/17/2023	76268	101-301-750-001	100.00
01/23	01/17/2023	76268	101-441-750-001	100.00
01/23	01/17/2023	76268	536-336-750-001	25.00
01/23	01/17/2023	76268	590-567-750-001	100.00
01/23	01/17/2023	76268	592-557-750-001	25.00
01/23	01/17/2023	76268	596-521-750-001	25.00
Total AIR ADVANTAGE LLC:				508.00
Total 76268:				508.00
AMAZON CAPITAL SERVICES				
01/23	01/17/2023	76269	101-260-740-000	9.79
01/23	01/17/2023	76269	101-265-776-000	109.90
01/23	01/17/2023	76269	101-301-740-000	79.99
01/23	01/17/2023	76269	101-441-740-000	31.98
01/23	01/17/2023	76269	101-301-740-000	37.68
01/23	01/17/2023	76269	101-265-776-000	912.65
01/23	01/17/2023	76269	101-172-740-000	22.79
01/23	01/17/2023	76269	101-265-776-000	68.36
01/23	01/17/2023	76269	101-301-740-000	44.76
Total AMAZON CAPITAL SERVICES:				1,317.90
Total 76269:				1,317.90
AUTO-WARES GROUP				
01/23	01/17/2023	76270	661-536-776-000	201.94
01/23	01/17/2023	76270	661-536-776-000	20.29

GL Period	Check Issue Date	Check Number	Invoice GL Account	Amount
			Total AUTO-WARES GROUP:	222.23
			Total 76270:	222.23
			BIOTECH AGRONOMICS INC	
01/23	01/17/2023	76271	590-567-801-000	58,722.50
			Total BIOTECH AGRONOMICS INC:	58,722.50
			Total 76271:	58,722.50
			BRAY SALES MIDWEST	
01/23	01/17/2023	76272	592-557-776-000	515.56
			Total BRAY SALES MIDWEST:	515.56
			Total 76272:	515.56
			BRENTWOOD GRAPHICS	
01/23	01/17/2023	76273	101-172-740-000	18.00
			Total BRENTWOOD GRAPHICS:	18.00
			Total 76273:	18.00
			BRIGHTSPEED	
01/23	01/17/2023	76274	592-557-853-000	69.76
01/23	01/17/2023	76274	590-567-853-000	69.76
			Total BRIGHTSPEED:	139.52
			Total 76274:	139.52
			CAPITAL ONE TRADE CREDIT	
01/23	01/17/2023	76275	590-568-776-000	258.14
			Total CAPITAL ONE TRADE CREDIT:	258.14
			Total 76275:	258.14
			CARTER LUMBER	
01/23	01/17/2023	76276	661-536-776-000	56.99
			Total CARTER LUMBER:	56.99
			Total 76276:	56.99
			CEDAM	
01/23	01/17/2023	76277	242-733-960-000	25.00

GL Period	Check Issue Date	Check Number	Invoice GL Account	Amount
FIFER INVESTIGATIONS LLC				
01/23	01/17/2023	76283	101-101-801-000	950.00
Total FIFER INVESTIGATIONS LLC:				
Total 76283:				
FRONT LINE SERVICES, INC.				
01/23	01/17/2023	76284	536-336-740-000	1,455.95
Total FRONT LINE SERVICES, INC.:				
Total 76284:				
GAIGE ESCKELSON				
01/23	01/17/2023	76285	101-441-742-000	145.01
01/23	01/17/2023	76285	592-557-742-000	145.00
Total GAIGE ESCKELSON:				
Total 76285:				
GAMBLES DO IT BEST HARDWARE				
01/23	01/17/2023	76286	101-441-740-000	8.33
01/23	01/17/2023	76286	590-567-776-000	8.33
01/23	01/17/2023	76286	592-557-776-000	8.33
01/23	01/17/2023	76286	590-567-776-000	35.94
01/23	01/17/2023	76286	592-557-776-000	23.98
01/23	01/17/2023	76286	101-441-740-000	149.90
01/23	01/17/2023	76286	592-557-776-000	149.90
01/23	01/17/2023	76286	101-265-776-000	22.99
01/23	01/17/2023	76286	592-557-776-000	174.13
01/23	01/17/2023	76286	101-265-776-000	12.98
01/23	01/17/2023	76286	592-557-776-000	9.89
01/23	01/17/2023	76286	592-557-776-000	12.87
01/23	01/17/2023	76286	592-557-776-000	26.78
01/23	01/17/2023	76286	592-557-776-000	7.25
01/23	01/17/2023	76286	590-567-776-000	7.24
01/23	01/17/2023	76286	592-557-776-000	143.86
01/23	01/17/2023	76286	101-265-776-000	54.16
01/23	01/17/2023	76286	101-265-776-000	58.39
01/23	01/17/2023	76286	101-265-776-000	22.78
Total GAMBLES DO IT BEST HARDWARE:				
Total 76286:				
GRAINGER				
01/23	01/17/2023	76287	592-557-776-000	293.12
Total GRAINGER:				

GL Period	Check Issue Date	Check Number	Invoice GL Account	Amount
KEN MARTIN ELECTRIC, INC				
01/23	01/17/2023	76295	242-728-801-000	411.50
Total KEN MARTIN ELECTRIC, INC:				
Total 76295:				
M & R GARAGE DOOR & OPENERS				
01/23	01/17/2023	76296	101-265-801-000	2,250.00
01/23	01/17/2023	76296	101-265-801-000	1,230.00
Total M & R GARAGE DOOR & OPENERS:				
Total 76296:				
M TECH COMPANY				
01/23	01/17/2023	76297	661-536-776-000	172.12
Total M TECH COMPANY:				
Total 76297:				
MEDLER ELECTRIC COMPANY				
01/23	01/17/2023	76298	590-568-776-000	103.92
01/23	01/17/2023	76298	590-568-776-000	102.92
Total MEDLER ELECTRIC COMPANY:				
Total 76298:				
MICH ASS'N OF MUNICIPAL CLERKS				
01/23	01/17/2023	76299	101-260-960-000	650.00
Total MICH ASS'N OF MUNICIPAL CLERKS:				
Total 76299:				
MICHIGAN MUNICIPAL RISK MGMT AUTH				
01/23	01/17/2023	76300	101-172-914-000	60,448.00
01/23	01/17/2023	76300	101-172-914-000	13,000.00
Total MICHIGAN MUNICIPAL RISK MGMT AUTH:				
Total 76300:				
MICHIGAN PIPE & VALVE-SAGINAW				
01/23	01/17/2023	76301	592-557-776-000	2,200.00
Total MICHIGAN PIPE & VALVE-SAGINAW:				
Total 76301:				

GL Period	Check Issue Date	Check Number	Invoice GL Account	Amount
MICHIGAN RURAL WATER ASSOCIATION				
01/23	01/17/2023	76302	592-557-801-000	680.00
01/23	01/17/2023	76302	590-567-801-000	850.00
				<hr/>
			Total MICHIGAN RURAL WATER ASSOCIATION:	1,530.00
				<hr/>
			Total 76302:	1,530.00
				<hr/>
MOBILE MEDICAL RESPONSE				
01/23	01/17/2023	76303	101-652-835-000	400.00
				<hr/>
			Total MOBILE MEDICAL RESPONSE:	400.00
				<hr/>
			Total 76303:	400.00
				<hr/>
MOORE MOTOR SALES				
01/23	01/17/2023	76304	536-336-930-000	490.30
01/23	01/17/2023	76304	661-536-776-000	188.38
				<hr/>
			Total MOORE MOTOR SALES:	678.68
				<hr/>
			Total 76304:	678.68
				<hr/>
PARAGON LABORATORIES				
01/23	01/17/2023	76305	592-557-801-000	75.00
				<hr/>
			Total PARAGON LABORATORIES:	75.00
				<hr/>
			Total 76305:	75.00
				<hr/>
PEERLESS MIDWEST INC.				
01/23	01/17/2023	76306	592-557-801-000	19,348.11
				<hr/>
			Total PEERLESS MIDWEST INC.:	19,348.11
				<hr/>
			Total 76306:	19,348.11
				<hr/>
R&R TECHNICAL SERVICES				
01/23	01/17/2023	76307	101-172-801-000	95.00
01/23	01/17/2023	76307	101-253-801-000	47.50
01/23	01/17/2023	76307	101-260-801-000	47.50
01/23	01/17/2023	76307	101-260-801-000	2.50
01/23	01/17/2023	76307	590-567-801-000	5.00
01/23	01/17/2023	76307	101-101-801-000	90.00
01/23	01/17/2023	76307	536-336-801-000	15.00
01/23	01/17/2023	76307	590-567-801-000	15.00
01/23	01/17/2023	76307	592-557-801-000	30.00
01/23	01/17/2023	76307	101-101-801-000	30.00
01/23	01/17/2023	76307	101-301-801-000	45.00
01/23	01/17/2023	76307	101-253-801-000	2.50
01/23	01/17/2023	76307	661-536-853-000	55.00
01/23	01/17/2023	76307	101-172-801-000	45.00

GL Period	Check Issue Date	Check Number	Invoice GL Account	Amount
01/23	01/17/2023	76307	101-253-801-000	37.50
01/23	01/17/2023	76307	101-260-801-000	37.50
01/23	01/17/2023	76307	101-301-801-000	15.00
01/23	01/17/2023	76307	101-441-801-000	30.00
01/23	01/17/2023	76307	204-483-853-000	20.45
01/23	01/17/2023	76307	242-728-853-000	55.00
01/23	01/17/2023	76307	536-336-853-000	55.00
01/23	01/17/2023	76307	590-567-853-000	20.45
01/23	01/17/2023	76307	592-557-853-000	20.45
01/23	01/17/2023	76307	596-483-853-000	20.45
01/23	01/17/2023	76307	101-410-853-000	20.45
01/23	01/17/2023	76307	101-441-853-000	20.45
01/23	01/17/2023	76307	101-748-853-000	20.45
01/23	01/17/2023	76307	101-301-853-000	20.45
01/23	01/17/2023	76307	202-483-853-000	20.45
01/23	01/17/2023	76307	203-483-853-000	20.45
01/23	01/17/2023	76307	101-265-801-000	42.00
01/23	01/17/2023	76307	101-691-801-000	15.00
01/23	01/17/2023	76307	101-172-853-000	55.00
01/23	01/17/2023	76307	101-253-853-000	27.50
01/23	01/17/2023	76307	101-260-853-000	27.50
01/23	01/17/2023	76307	101-371-853-000	20.50
01/23	01/17/2023	76307	101-301-801-000	71.25
01/23	01/17/2023	76307	101-441-801-000	71.25
01/23	01/17/2023	76307	536-336-801-000	23.75
01/23	01/17/2023	76307	590-567-801-000	47.50
01/23	01/17/2023	76307	592-557-801-000	47.50
01/23	01/17/2023	76307	596-521-801-000	23.75
Total R&R TECHNICAL SERVICES:				1,432.00
Total 76307:				1,432.00
ROBERT GAISER				
01/23	01/17/2023	76308	101-301-742-000	250.00
Total ROBERT GAISER:				250.00
Total 76308:				250.00
ROBERT RUSHLO				
01/23	01/17/2023	76309	101-652-835-000	85.00
Total ROBERT RUSHLO:				85.00
Total 76309:				85.00
STATE OF MICHIGAN - DHHS				
01/23	01/17/2023	76310	590-567-920-000	259.60
Total STATE OF MICHIGAN - DHHS:				259.60

GL Period	Check Issue Date	Check Number	Invoice GL Account	Amount
Total 76310:				259.60
TEAM FINANCIAL GROUP				
01/23	01/17/2023	76311	661-536-750-001	33.22
01/23	01/17/2023	76311	101-172-750-001	33.23
01/23	01/17/2023	76311	101-260-750-001	33.23
01/23	01/17/2023	76311	101-301-750-001	33.22
01/23	01/17/2023	76311	101-441-750-001	33.22
01/23	01/17/2023	76311	536-336-750-001	33.22
01/23	01/17/2023	76311	590-567-750-001	33.22
01/23	01/17/2023	76311	592-557-750-001	33.22
01/23	01/17/2023	76311	596-521-750-001	33.22
Total TEAM FINANCIAL GROUP:				299.00
Total 76311:				299.00
THUMB CELLULAR				
01/23	01/17/2023	76312	101-371-853-000	17.96
01/23	01/17/2023	76312	536-336-853-000	17.96
01/23	01/17/2023	76312	101-301-853-000	188.09
01/23	01/17/2023	76312	101-441-853-000	11.42
01/23	01/17/2023	76312	202-483-853-000	11.42
01/23	01/17/2023	76312	203-483-853-000	11.42
01/23	01/17/2023	76312	590-567-853-000	11.43
01/23	01/17/2023	76312	592-557-853-000	11.43
Total THUMB CELLULAR:				281.13
Total 76312:				281.13
TUSCOLA CO. FIREFIGHTERS ASSOC				
01/23 01/17/2023 76313 536-336-960-000				125.00
Total TUSCOLA CO. FIREFIGHTERS ASSOC:				125.00
Total 76313:				125.00
TUSCOLA COUNTY ADVERTISER				
01/23	01/17/2023	76314	101-260-900-000	65.00
01/23	01/17/2023	76314	101-260-900-000	560.00
01/23	01/17/2023	76314	101-260-900-000	182.00
01/23	01/17/2023	76314	101-260-900-000	182.00
01/23	01/17/2023	76314	101-260-900-000	25.00
01/23	01/17/2023	76314	101-260-900-000	65.00
01/23	01/17/2023	76314	101-260-900-000	182.00
01/23	01/17/2023	76314	101-260-900-000	97.50
01/23	01/17/2023	76314	101-172-740-000	37.50
01/23	01/17/2023	76314	101-260-900-000	25.00
01/23	01/17/2023	76314	101-260-900-000	195.00
01/23	01/17/2023	76314	101-101-740-000	20.00
01/23	01/17/2023	76314	101-748-900-000	2,077.92

CITY OF CARO

Check Register - Council Meeting
Check Issue Dates: 1/4/2023 - 1/17/2023Page: 10
Jan 12, 2023 12:48PM

GL Period	Check Issue Date	Check Number	Invoice GL Account	Amount
01/23	01/17/2023	76314	101-260-900-000	97.50
			Total TUSCOLA COUNTY ADVERTISER:	3,811.42
			Total 76314:	3,811.42
			TUSCOLA COUNTY ROAD COMMISSION	
01/23	01/17/2023	76315	661-536-930-000	195.00
			Total TUSCOLA COUNTY ROAD COMMISSION:	195.00
			Total 76315:	195.00
			TUSCOLA COUNTY TREASURER	
01/23	01/17/2023	76316	101-000-425-003	207.50
			Total TUSCOLA COUNTY TREASURER:	207.50
			Total 76316:	207.50
			UIS SCADA	
01/23	01/17/2023	76317	592-483-801-000	3,945.00
01/23	01/17/2023	76317	592-483-801-000	1,598.00
01/23	01/17/2023	76317	590-567-801-000	4,675.00
01/23	01/17/2023	76317	590-567-801-000	4,775.00
01/23	01/17/2023	76317	590-567-801-000	1,047.00
01/23	01/17/2023	76317	590-568-776-000	438.00
			Total UIS SCADA:	16,478.00
			Total 76317:	16,478.00
			UNIFIRST CORPORATION	
01/23	01/17/2023	76318	101-265-776-000	23.90
01/23	01/17/2023	76318	536-336-740-000	28.75
01/23	01/17/2023	76318	590-567-776-000	21.64
01/23	01/17/2023	76318	101-265-776-000	21.00
01/23	01/17/2023	76318	101-265-776-000	28.00
			Total UNIFIRST CORPORATION:	123.29
			Total 76318:	123.29
			USA BLUEBOOK	
01/23	01/17/2023	76319	592-557-776-000	195.39
			Total USA BLUEBOOK:	195.39
			Total 76319:	195.39
			W W WILLIAMS	
01/23	01/17/2023	76320	590-567-801-000	710.00

CITY OF CARO

Check Register - Council Meeting
Check Issue Dates: 1/4/2023 - 1/17/2023

Page: 11
Jan 12, 2023 12:48PM

GL Period	Check Issue Date	Check Number	Invoice GL Account	Amount
01/23	01/17/2023	76320	590-567-801-000	710.00
01/23	01/17/2023	76320	590-567-801-000	390.00
			Total W W WILLIAMS:	1,810.00
			Total 76320:	1,810.00
			Grand Totals:	290,893.40

Report Criteria:

Report type: GL detail

Check.Type = {<>} "Adjustment"

CITY OF CARO

CITY MANAGER
SCOTT CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
MICHELE PERRY
CITY ATTORNEY
LAURA GENOVICH

317 South State Street
Caro MI 48723
Phone 989-673-2226
Fax 989-673-7310
Website www.carocity.net

MAYOR
KAREN SNIDER
CITY COUNCIL
EMILY CAMPBELL
BOB ESCHENBACHER
DON HALL
PAMELA ISELER
CHARLOTTE KISH
JILL WHITE

To: Caro City Council, Caro City Manager
From: Brian Newcomb, Chief of Police
Regarding: Month end report, December 2022
Date: January 3, 2023

POLICE REPORTS

Police Complaints received for December 2022-185

Comparison-
November 2022- 175 dispatched
December 2021- dispatched

MILEAGE

December 2022= 2506

GASOLINE

December 2022= 208.83 gallons

Abandoned Vehicle	1
Alarm	7
Animal at Large/dog bite	
Animal Cruelty	
Armed Robbery	
Arson	
Assault/domestic	9
Assist to MSP within city limits	1
Assist to TUSH within city limits	4
Assist to other PD within city limits	2
Assist to DPW	2
Assist to CARO FIRE	2
Assist to MMR	11
Assist to DHHS	3
Attempt to locate	
Attempt suicide	
Barking Dog	
Background Check	
Blight	
Bond Condition Violation/Arrest	2
Breaking and Entering	2
Bullying	2
Civil dispute	4
Child Neglect/abuse	
Commercial Sex	
Counterfeit Bills	
Credit Card fraud	
Criminal Sexual Conduct	1
Curfew Violation	
Disorderly Person	3
Dog left in vehicle	
Drug Overdose	
Eavesdropping	
Embezzlement	1
Emotionally Disturbed	2
Escape	
Extortion	
False Police Report	1
Felonious Assault	1
Fight In progress	3

Fireworks	
Flee and Elude	
Found/lost Property	1
Forgery	
Fraud	3
Fugitive	
General Non-Criminal	3
Harassment	4
Health and Safety	
Hit and Run PDA	1
Homeless	
I D Theft	
Illegal Burn	
Indecent Exposure	
Injury crash	2
Intimidation/threats	
Illegal Dumping	
Keys locked in Vehicle	
Kidnapping	
Larceny	2
Larceny from Auto	
Liquor Inspection	15
Liquor Violations	
Littering	
Malicious Destruction	4
Mental Pickup Order	
Mental Health call	3
Minor in Possession	4
Misdemeanor Traffic-OWI	1
Misdemeanor Traffic-No Insurance	1
Misdemeanor Traffic-DWLS	1
Misdemeanor Traffic-reckless driving	
Misdemeanor Traffic-No Registration	1
Missing Person	1
Motorist Assist	
Mutual Aid calls ** See Below**	5
Narcotics	1
Natural Death Invest	
Noise	2
Obscenity	

Open Door	
Overdose-drugs	
PDA-traffic crash	6
Parking violation	1
Parole Violation	1
PPO Violation	3
Probation Violation	1
Prowler	2
Public Relations	2
Resist/Obstruct officer	
Retail Fraud	7
Runaway (juvenile)	
Stalking	1
Sex Offense (other)	
Stolen Gun recovered	
Suicide	
Suicidal Person	
Suspicious Person	3
Suspicious Situation	6
Terrorist Threat	
Threats-school violence	1
Threats	
Tobacco violation	
Trespass	2
Traffic Policing	5
UDAA (Vehicle Theft)	
Uttering and Publishing	
Vehicle Inspection	
Vehicle Inspection	
Verbal Domestic	8
Warrant arrests	6
Weapons Violations	
Wellness Check	10
911 Hangup	1

TOTALS **185**

Assist with warrant arrest	1377 Cameron	MSP
2 Vehicle injury crash	M81 @ Deckerville	TUSH
Domestic Assault in Progress/Arrest	1115 Gun Club	MSP
Injury crash	M24 at road commission	MSP
Domestic Assault in Progress/Arrest	2352 East Dayton	MSP

VEHICLE MAINTENANCE RECORD FOR CAR 1

TOTAL MAINTENANCE COSTS										VIN NO. 1FM5K8AR5FGB83483	
YEAR:	2015	MAKE:	FORD	MODEL:	SUV	LICENSE:	023X391	Oct-22	Sep-22	Nov-22	Dec-22
Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	78,330	76,701	78,330	79,294
Enter Starting Vehicle Mileage	70,395	71,584	72,627	73,000	73,100	73,150	74,641	76,001	76,701	78,330	79,294
Enter Vehicle Mileage at End of Month	71,584	72,626	73,000	73,100	73,150	74,641	76,001	76,701	78,330	79,294	80,124
Monthly Mileage Totals	1,189	1,042	373	100	50	1,491	1,360	700	1,629	964	830
Total Mileage for Year	10,538										810
Maintenance Cost Per Mile	\$0.50										
VEHICLE MAINTENANCE COSTS											
TYPE OF SERVICE	Cost	Cost	Cost	Cost	Cost	Cost	Cost	Cost	Cost	Cost	Cost
Oil & Filter Change	\$69.58										\$76.84
Air Filter Change											
Fuel Filter Change											
Transmission Fluid & Filter											
Engine Coolant											
Cooling System Flush											
Tire Repair or Replacement											
Tire Rotation or Balance											
Hose Replacement											
Brake Repair											
Engine Tune-Up											
Front End Alignment											
Power Steering / Brake Fluid											
A/C or Heater Repair											
Replace Belts											
Electrical Repairs											
Battery Replacement											
Battery Cables / Terminals											
Headlights or Light Bulbs											
Windshield Wiper Blades											
Wash & Wax											
Miscellaneous Service											
TOTAL MONTHLY MAINTENANCE COSTS	\$69.58	\$644.04	\$0.00	\$0.00	\$3,800.21	\$50.00	\$509.12	\$100.82	\$0.00	\$76.84	\$0.00
TOTAL											TOTAL \$5,250.61

VEHICLE MAINTENANCE RECORD FOR CAR 2

TOTAL MAINTENANCE COSTS		YEAR:	2013	MAKE:	FORD	MODEL:	SUV	LICENSE	VIN NO. 1FM5K8A0DGC06925				
Month:	Cost:	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22
Enter Starting Vehicle Mileage		102,792	103,457	104,960	105,857	105,957	106,000	106,653	107,194	108,273	108,984	109,108	109,727
Enter Vehicle Mileage at End of Month		103,457	104,960	105,857	105,957	106,000	106,653	107,194	108,273	108,984	109,108	109,727	110,076
Monthly Mileage Totals		665	1,503	897	100	43	653	541	1,079	711	124	619	349
Total Mileage for Year	7,284												
Maintenance Cost Per Mile	\$0.42												
VEHICLE MAINTENANCE COSTS													
TYPE OF SERVICE													
Oil & Filter Change	\$69.58												
Air Filter Change													
Fuel Filter Change													
Transmission Fluid & Filter													
Engine Coolant													
Cooling System Flush													
Tire Repair or Replacement													
Tire Rotation or Balance													
Hose Replacement													
Brake Repair													
Engine Tune-Up	\$234.59												
Front End Alignment													
Power Steering / Brake Fluid													
AC or Heater Repair													
Replace Belts													
Electrical Repairs													
Battery Replacement													
Battery Cables / Terminals													
Headlights or Light Bulbs													
Windshield Wiper Blades													
Wash & Wax													
Miscellaneous Service													
TOTAL MONTHLY MAINTENANCE COSTS	\$304.17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
TOTAL	\$816.24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
TOTAL	\$3,072.56												

VEHICLE MAINTENANCE RECORD FOR CAR 3

TOTAL MAINTENANCE COSTS		YEAR:	2017	MAKE:	FORD	MODEL:	SUV	LICENSE:	VIN NO:	1FM5K8AR3HGC07315			
		Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22
Enter Starting Vehicle Mileage	40,295	41,295	41,978	43,175	43,349	47,599	48,399	49,996	51,015	51,046	51,066	52,170	52,170
Enter Vehicle Mileage at End of Month	41,295	41,978	43,175	43,349	47,599	48,399	49,996	51,015	51,046	51,066	52,170	52,817	52,817
Monthly Mileage Totals	1,000		683	1,197	174	4,250	800	1,597	1,019	31	20	1,104	647
Total Mileage for Year	12,522												
Maintenance Cost Per Mile	\$0.15												
VEHICLE MAINTENANCE COSTS													
TYPE OF SERVICE	body	shop	repair										
Oil & Filter Change													
Air Filter Change													
Fuel Filter Change													
Transmission Fluid & Filter													
Engine Coolant													
Cooling System Flush													
Tire Repair or Replacement													
Tire Rotation or Balance													
Hose Replacement													
Brake Repair													
Engine Tune-Up													
Front End Alignment													
Power Steering / Brake Fluid													
A/C or Heater Repair													
Replace Belts													
Electrical Repairs													
Battery Replacement													
Battery Cables / Terminals													
Headlights or Light Bulbs													
Windshield Wiper Blades													
Wash & Wax													
Miscellaneous Service													
TOTAL MONTHLY MAINTENANCE COSTS	\$0.00	\$345.93	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$225.00	\$225.00
Tire Size=245/55R18													
MILLARS TIRES BAY CITY													
TOTAL													\$1,859.76

VEHICLE MAINTENANCE RECORD FOR CAR 464

TOTAL MAINTENANCE COSTS										VIN NO.	1C4RDJFG1KC708488
YEAR.	2019	MAKE	DODGE	MODEL DURANGO	LICENSE	023X394	Oct-22	Sep-22	Aug-22	Jul-22	May-22
Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	9,346	9,665	10,300	11,652	12,78	13,965
6,195	6,295	6,601	7,100	8,209	9,665	10,300	11,652	12,788	13,965	14,502	14,502
Enter Starting Vehicle Mileage											
Enter Vehicle Mileage at End of Month	6,295	6,601	7,100	8,209	9,346	9,665	10,300	11,652	12,788	13,965	14,502
Monthly Mileage Totals	100	306	499	1,109	1,137	319	635	1,352	1,136	1,177	537
Total Mileage for Year	8,952										645
Maintenance Cost Per Mile	\$0.06										
VEHICLE MAINTENANCE COSTS											
TYPE OF SERVICE											
Oil & Filter Change											\$80.96
Air Filter Change											
Fuel Filter Change											
Transmission Fluid & Filter											
Engine Coolant											
Cooling System Flush											
Tire Repair or Replacement											
Tire Rotation or Balance											
Hose Replacement											
Brake Repair											
Engine Tune-Up											
Front End Alignment											
Power Steering / Brake Fluid											
A/C or Heater Repair											
Replace Belts											
Battery Replacement											
Battery Cables / Terminals											
Headlights or Light Bulbs											
Windshield Wiper Blades											
Wash & Wax											
Tie Rods/Alignment											
Muffler											
Tow/Wrecker Service											
TOTAL MONTHLY MAINTENANCE COSTS											
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

VEHICLE MAINTENANCE RECORD FOR CAR 465

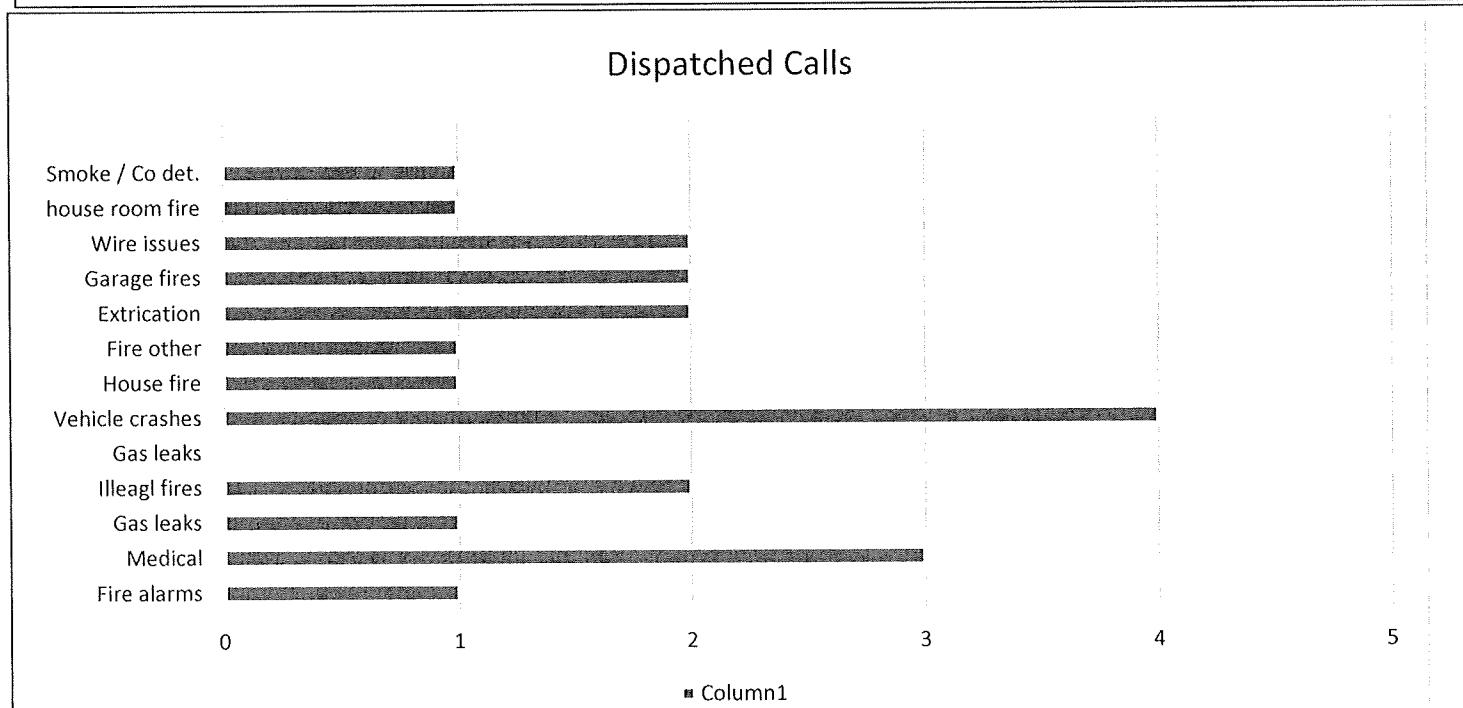
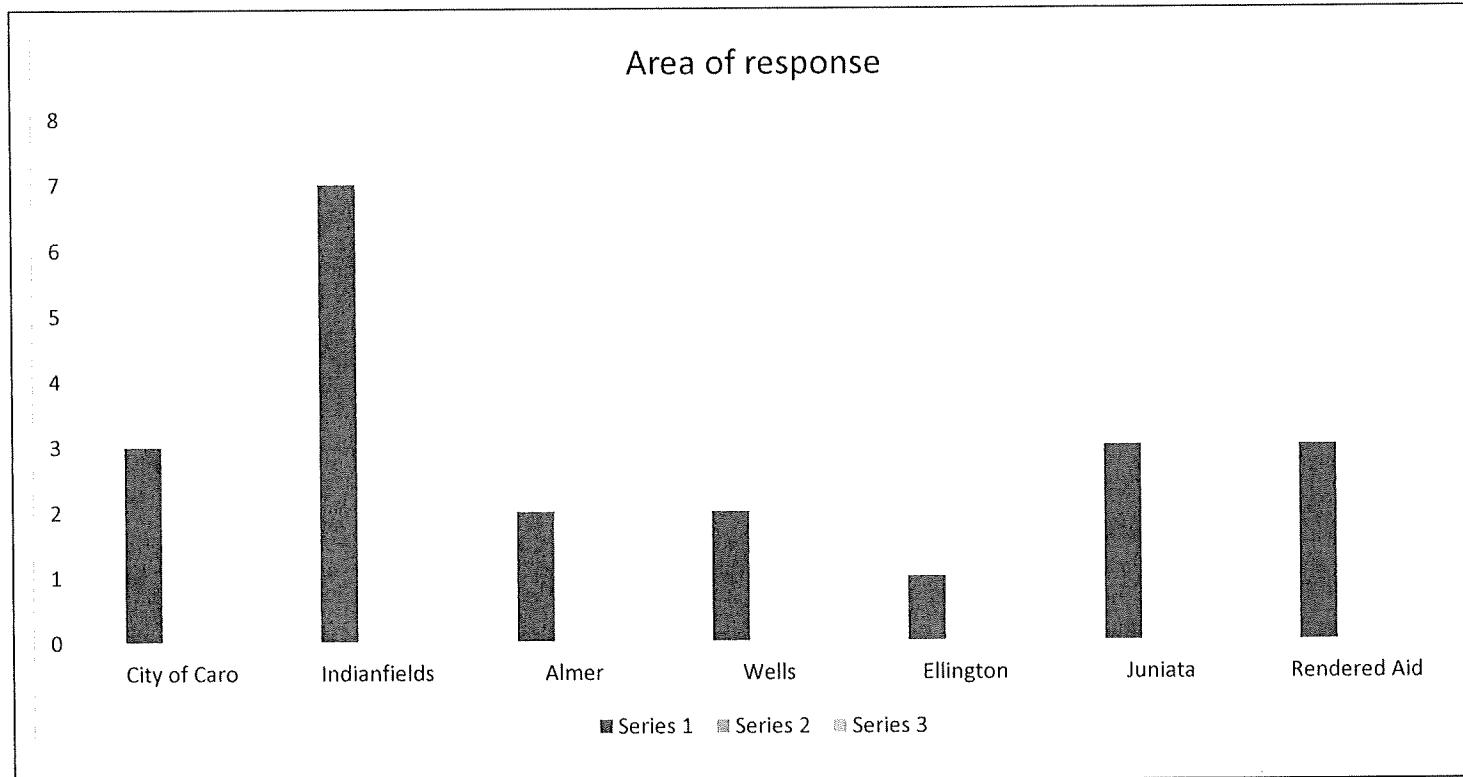
TOTAL MAINTENANCE COSTS										VIN NO	3GCPDKEKLNG655811		
YEAR.	2022	MAKE	CHEVY	MODEL	1500	LICENSE							
Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22		
Enter Starting Vehicle Mileage													
Enter Vehicle Mileage at End of Month													
Monthly Mileage Totals													
Total Mileage for Year		725											
Maintenance Cost Per Mile		\$0.00											
TYPE OF SERVICE													
Oil & Filter Change													
Air Filter Change													
Fuel Filter Change													
Transmission Fluid & Filter													
Engine Coolant													
Cooling System Flush													
Tire Repair or Replacement													
Tire Rotation or Balance													
Hose Replacement													
Brake Repair													
Engine Tune-Up													
Front End Alignment													
Power Steering / Brake Fluid													
A/C or Heater Repair													
Replace Belts													
Electrical Repairs													
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Battery Cables / Terminals													
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CITY OF CARO FIRE DEPARTMENT

January 2023 Council Fire report

December 2022 monthly review



January 2023 Council Fire report

December 2022 monthly review



CITY OF CARO FIRE DEPARTMENT

January 2023 Council Fire report

December monthly review

- Caro Fire Dept. is accessing to replace the currant Aerial Ladder truck, which is budgeted for the fiscal year of 2022/2023. Plans are to send Firefighters to a vender in Alabama, to check out a potential truck. 100-foot Pierce Aerial Ladder.
- Our currant Aerial Ladder, 1988, will be sold soon.
- For the year 2022 the fire department finished with 279 fire runs
- At time of report all ten students enrolled in the Medical First Responder course have passed and are awaiting the State testing for certification.
- Plans are in the works to start officially running medical calls by the fourth week of January 2023.
- The Fire Department does have 2 new firefighters enrolled in the Fire classes, and are doing well
- 5 Firefighters are enrolled in the Instructor I course, taught through the State Fire Training Council. This class is a prerequisite for the Fire Officer class.
- The department is finalizing the Grain Bin rescue program and should officially start running emergency rescue calls for grain bin entrapment.
- The Caro Fire Department did assist with the Hemlock fire in December 2022. We sent our tanker over, that was dispatched through the State MABAS system. We delivered approximately 108,000 gallons of water.
- The Fire Department took possession of a Life Saving CPR machine called the LUCAS. This was purchased though a county grant and was free of charge to this department.
- A full Annual Fire Department report should be finalized soon.

Respectfully submitted,

Randall Heckroth, City of Caro Fire Chief

CITY OF CARO

CITY MANAGER
SCOTT CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
MICHELE PERRY
CITY ATTORNEY
LAURA GENOVICH

317 South State Street
Caro MI 48723
Phone 989-673-2226
Fax 989-673-7310
Website www.carocity.net

MAYOR
KAREN SNIDER
CITY COUNCIL
EMILY CAMPBELL
BOB ESCHENBACHER
DON HALL
PAMELA ISELER
CHARLOTTE KISH
JILL WHITE

MEMORANDUM

To: Scott Czasak City Manager & City Council
From: Tom Reese Director of Public Works
Date: December 2023
Re: Monthly report

ACTIVITY

- Daily well checks.
- We have done 35 MISS DIG tickets
- We have completed 28 work orders. This is a breakdown of what was done:

2-meter issues
5 Final reads
1 water turn off
4 Discolored water
4 leaves or branches
1 jet sewer
2 Resident question
1 Street light out
1 pothole
1 Miscellaneous garbage
3 Daily operations
1 tap removal
2-meter install

We had an 8" water main repair on Van Geisen

- We had a service tap leak on 622 W Sherman
- Took gingerbread decorations down
- Trimmed trees on driveway to the arsenic plant
- Pumped Arsenic plant
- Got our new furnaces put in DPW building
- Picked up our utility truck
- Worked with UIS checking our Scada system
- Retired water service at 1161 S Colling Rd
- Started reading meters 1/9/23 will finish on 1/18/23 or after
- The guys have been also setting up the utility trucks new box
- Had a meeting with Scott & Mike about the new parking lot behind the municipal building
- West shore services did annual testing on 2 of our tornado sirens 1/10/23
- Peerless Midwest came in to do annual testing for all our wells 1/11/23

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UP COMING PROJECTS

- Lining Allen St
- Tornado Siren
-

ATTACHMENTS

CITY OF CARO

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TO: Scott Czasak, City Manager and Caro City Council
FROM: Ken Fields, W.W.T.P.
SUBJECT: December 2022 Report
DATE: January 13, 2022

FOR THE AGENDA OF: January 2023

TREATMENT SYSTEM PREVENTATIVE & REGULATORY&CORRECTIVE

- Our Permit required monthly Discharge Monitoring Report for November 2022 was sent electronically via MiEnviro to the EGLE.
- We set up and ran the Cities Drinking water samples for November 2022.
- The clarifiers are hosed down or power washed down weekly.
- The Chlorine contact chamber is being hosed down, or power washed and flushed weekly.
- Ran portable pumps for 10 minutes this month.
- The plant generator and lift stations generators were exercised this month.
- We relinquished another 5 raw water samples to SVSU for COVID-19 test
- Received a load of chemicals for the plan
- Biosolids were land applied 1,045,000 gal.
- Lift station #4 flooded dry well. fixed and running
- Head work gas alarm system has failed and getting price quotes to replace
- Portable 4 in c.h.&e. trash pump shaft is broken. pump is obsolete.

Memorandum

To: City Council

From: Rita Papp

Date: January 10, 2023

Re: Municipal Parking Violations Report, December 2022

No Parking 2 a.m. – 5 a.m.	Municipal Parking Violations Written	24
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	Warnings	23
--	-----------------	----

	2nd Offense	1
--	-------------------------------	---

	3rd, 4th & 5th Offense	0
--	--	---

	6th & 7th Offense	0
--	--	---

2 Hour Downtown Parking	Municipal Parking Violations Written	0
--------------------------------	---	---

	Warnings	0
--	-----------------	---

	2nd Offense	0
--	-------------------------------	---

	3rd Offense	0
--	-------------------------------	---

	4th Offense	0
--	-------------------------------	---

Other Ordinance __	Municipal Parking Violations Written	0
---------------------------	---	---

	Warnings	0
--	-----------------	---

	2nd Offense	0
--	-------------------------------	---

	3rd Offense	0
--	-------------------------------	---

	4th Offense	0
--	-------------------------------	---

	5th Offense	0
--	-------------------------------	---

CITY OF CARO

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Memorandum

TO: City Manager, City Council
From: Lauren M. Amellal; Director of Development & Strategic Initiatives
Date: January 11, 2022
RE: Department Report

Activity:

- Celebrated a wonderful holiday season with my family and friends!
- Facilitated virtual Planning Commission meeting, hosted applicant.
- Attended the City Council meeting ensuring the Development and Strategic Initiatives department is represented.
- Finalizing 2022 Caro Farmers Market internal department audit.
- Working on 2022 Caro Farmers Market Annual Report.
- Developing the 2022 Planning Commission Annual Report.
- Updating Caro Farmers Market program partner and event sponsorship form for the 2023 season.
- Continuing work on a strategic marketing plan for the Caro Farmers Market, the DDA, and the City of Caro.
- Beginning to develop the 2023-24 DSI Budget.
- Presented on Market Policy at the virtual Michigan Farmers Market Association, Certified Market Manager Program.
- Attended December Parks & Recreation meeting.
- Attended TFAC meeting. Updated collaborative on food access numbers at the Caro Farmers Market. Contributed to the TFAC Annual report, Discussed grant planning.
- Attended Chamber of Commerce Gingerbread post event wrap up meeting. Contributed ideas and discussed potential event improvements.
- Continuing RRC and MI Mainstreet training through MEDC.
- Began Michigan Downtown Association training modules.
- Continuing to develop the SPARK GRANT Application.
- Coordinated and attended a meeting with MSUE and City Manager to continue work on Parks & Recreation position partnership.
- Began work on updating 2023 market documents, as well as pavilion rental documents.

**RESOLUTION
IN APPRECIATION FOR
OUTSTANDING PUBLIC SERVICE BY JOSEPH GREENE**

WHEREAS, Joseph Greene has served as Mayor, Council Member, Planning Commission Member and Charter Commission Member for decades; and

WHEREAS, Joseph Greene has brought respect, honor, and integrity to the City of Caro by leading by example, exhibiting the highest level of ethics and maintaining a superior moral character; and

WHEREAS, Joseph Greene volunteered numerous hours, incurred personal sacrifice and exhibited outstanding community spirit in his service, acting as an agent of change, while maintaining a demeanor that made working with him a pleasure; and

WHEREAS, Joseph Greene's unwavering commitment, willingness and ability to understand and respond to the concerns of the people of Caro, has made a substantial contribution to the betterment of the City of Caro.

THEREFORE, BE IT RESOLVED, that the City of Caro Council hereby commend Joseph Greene for his time-honored legacy of dedication, enthusiasm and outstanding public service given to the Caro community and recognizes him for his decades of service and dedication to the City of Caro as Mayor, Council Member, Planning Commission Member, and Charter Commission Member.

Moved: _____, Supported by: _____

Yes: _____

Abstain: None

Absent: None

Karen Snider
Mayor – City of Caro

ATTEST:

I hereby certify that the foregoing is a true and correct copy of a Resolution duly adopted by the City Council of the City of Caro at a regular meeting held on Tuesday, January 17, 2023, at 6:30 p.m. in the Council Chambers of the Caro Municipal Building, 317 S. State Street, Caro, Michigan.

Rita Papp – City Clerk

CITY OF CARO

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CITY CLERK
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MEMORANDUM

TO: City Council
FROM: Michele Perry, City Treasurer
DATE: January 10, 2023
RE: City Hall Vestibule

Information

In the FY 2022-2023 budget it was approved for \$30,000 to be used to construct a vestibule and make 2 doors ADA compliant on City Hall at the entrance by the parking lot. The reason for the vestibule is to make an enclosed area for the payment drop box and the absentee ballot drop box.

We have received a price from Dave's Glass, LLC to purchase and install a second door and 2 ADA compliant operators. The price from Dave's Glass, LLC is \$10,350.00. (See breakdown on proposal)

Martin Electric would have to complete the wiring of both ADA compliant operators at a cost less than \$1,000.

Total cost of doors, ADA compliant operators and electrical would be approximately \$11,350.00.

DPW will build an encloser for the new lockbox which has been purchased for a new payment and absentee ballot drop box but the cost of that being build has not been calculated as of now.

Action:

Option 1: Approve the proposal from Dave's Glass LLC at the cost of \$10,350.00 and Martin Electric to complete the electrical work for the ADA compliant operators.

Option 2: Deny the proposal from Dave's Glass LLC and deny Martin Electrical from completing the electrical work for the ADA compliant operators.

Proposal

Dave's Glass LLC

1900 West Caro Rd
Caro Mi 48723
(989) 673-3828

TO: City of Caro

DATE: December 30, 2022

ATTN: Michele Perry

RE: Interior Entrance

FROM: Tim Hallwood

Dave's Glass LLC Proposes to Supply and Install:

1 – 3'-0" x 7'-0" Bronze finish medium stile aluminum door with 10" bottom rail, panic egress hardware, cylinder to match existing.
1 – 5'-2-1/2" x 7'-11-5/8" sidelight and transom frame. Glazed with 1/4" clear safety glass.

Installed Price: \$ 3,950.00

Add for ADA closer: \$ 3,400.00

Michele,

My son gave you a price for an ADA closer for the exterior door in the amount of \$ 3,400.00 If you do them both at the same time we'll make the price \$ 3,200.00 each.

Thank you,

Tim Hallwood

CITY OF CARO

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EMILY CAMPBELL
DON HALL
PAMELA ISELER
CHARLOTTE KISH
JILL WHITE

TO: City Council/City Manager
FROM: Rita Papp – City Clerk
SUBJECT: Clerk's Report
DATE: January 17, 2023

- City Manager Scott Czasak and I posted the Director of Wastewater Treatment Services position on Michigan Municipal League, Michigan Water Environment Association, Michigan Rural Water Association, MLive, & Tuscola County Advertiser. Posting deadline is January 31, 2023.
- Attended 2023-2024 LEAD Tuscola Steering Committee meeting, January 9, 2023. Elected as secretary for the committee.
- Attended Rotary, January 9, 2023.
- Parks & Recreation Committee – Meeting was cancelled.
- Planning Commission – Meeting was cancelled.
- DDA – Meeting was cancelled.
- Reminder – Next Council Meeting is January 17, 2023, due to MLK Holiday.

CITY OF CARO

MANAGER
SCOTT CZASAK
CLERK
RITA PAPP
TREASURER
MICHELE PERRY
ATTORNEY
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KAREN SNIDER
CITY COUNCIL
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DON HALL
PAM ISELER
JILL WHITE
EMILY CAMPBELL
CHARLOTTE KISH

TO: City Council
City Manager – Scott Czasak
FROM: Michele Perry, Treasurer
SUBJECT: Treasurer's Report
DATE: January 11, 2023

- Attended the City Council meeting in December 2022
- Update on CDBG funding related to the Farmer's Market pavilion:
 - Waiting to hear from Lenore from MEDC on the status of the CDBG funds.
- Blight elimination program: Mayor Snider, City Manager Czasak, staff from EDC and Tuscola County Treasurer Bennet meant to review the application for the grant and discuss the process after the grant is approved.
- Starting to review various policies with City Manager Czasak and City Clerk Papp which will need some updating.
- The Treasurer's Office has been busy over the last month with the following items:
 - Collecting Summer and Winter taxes payments
 - Collecting utility payments
 - Mailing out city bill payments
 - Receiving and tracking responses from residences regarding the way in which they are opting to pay for the sidewalk invoices for the sidewalk projects from 2021 completed in spring of 2022.
- Assisted in covering the front desk during staff lunches and vacations.
- Continued to work on changing the chart of accounts to the new Michigan Department of Treasury Uniform Chart of Accounts for Local Units of Government which the recommended implementation date is July 1, 2022, but not later than June 30, 2023.