

**REGULAR MEETING OF THE CARO CITY COUNCIL**  
**June 17, 2024, 6:30 P.M.**  
**Council Chambers, 317 S. State St., Caro, MI 48723**

Mayor Karen Snider called the regular meeting of the City Council to order on June 17, 2024, at 6:32 p.m. in the Council Chambers.

Present: Mayor Karen Snider, City Council: Emily Campbell – arrived 6:35 pm, Pamela Iseler, Charlotte Kish, Doreen Oedy and Jill White

Absent: None

Others: Scott Czasak – City Manager, Rita Papp – City Clerk, Brian Newcomb – Police Chief, and other guests

**AGENDA APPROVAL**

**24-M-150**

**Motion by White, seconded by Iseler to approve the agenda as amended.**

**Motion Carried.**

**PUBLIC COMMENT/VISITORS:** None

**COMMUNICATIONS:**

1. Mayor Clarifications
2. Charter Communications – Upcoming Changes
3. Downtown Development Authority Meeting Minutes – June 12, 2024

**CONSENT AGENDA:**

1. Regular Council Meeting Minutes – June 3, 2024
2. Invoices
3. Department Reports
  - A. Police Report – Chief Brian Newcomb
  - B. Fire Report – Chief Randall Heckroth
  - C. Code Enforcement Report – Randall Heckroth

**24-M-151**

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

**Motion Carried.**

**REGULAR AGENDA:** (action required)

1. Resolution Establishing Election Commission & Approve Election Inspector Pay

**24-M-152**

**Motion by Kish, seconded by Oedy to accept and approve the Resolution Establishing Election Commission & Approve Election Inspector Pay.**

**Roll Call Vote: Campbell - yes, Iseler - yes, Kish - yes, Oedy - yes, White - yes, Mayor Snider – yes.**  
**Motion carried.**

2. DPW Generator Switch Installation

**24-M-153**

**Motion by Iseler, seconded by Kish to authorize the ordering and installation of the automatic generator switch for the DPW building for the estimated cost of \$21,500.00.**

**Motion carried.**

3. Bucket Truck

**24-M-154**

**Motion by White, seconded by Kish to postpone this matter and request further information to be provided to council.**

**Motion carried.**

4. Columbia Street Sewer Lining

**24-M-155**

**Motion by Kish, seconded by Campbell to accept the bid from DVM Utilities for the Columbia Sewer Lining project for the bid amount of \$143,000.00 with a description of work and to authorize the City Manager to sign all necessary documents to execute the agreement**

**Motion carried.**

5. Parks & Recreation Committee Applicant

**24-M-156**

**Motion by Mayor Snider, seconded by Kish to appoint Jason Davis to the Parks & Recreation Committee.**

**Motion carried.**

6. Resolution of Adoption FY 2023-2024 Budget Amendments

**24-M-157**

**Motion by Kish, seconded by Campbell to accept and approve the Resolution of Adoption FY 2023-2024 Budget Amendments.**

**Roll Call Vote: Iseler – yes, Kish – yes, Oedy – yes, White – yes, Campbell – yes, Mayor Snider – yes.**  
**Motion carried.**

7. Investment Maturing

**24-M-158**

**Motion by White, seconded by Campbell to instruct the City Treasurer to leave the CD at Independent Bank for another six-month term at 5.00% APY.**

**Motion carried.**

8. Deputy Clerk Proposed Employment Contract

**24-M-159**

**Motion by White, seconded by Campbell to accept and approve the Deputy Clerk Employment Contract as presented.**

**Roll Call Vote: Kish – yes, Oedy – yes, White – yes, Campbell – yes, Iseler – yes, Mayor Snider – yes.**  
**Motion carried.**

9. Set Council Vacancy Interview

Council Vacancy Interview will be scheduled for June 19, 2024 at 7:15 pm.

**CLOSED SESSION:** Clerk's Employment Evaluation

"For the Clerk's evaluation pursuant to MCL 15.268 Sec 8(a) and Considering the Clerk works at the pleasure of City Council that it is her preference that only Council Members be present."

Enter Closed Session 7:23 pm

**24-M-160**

**Motion by Kish, seconded by Iseler to enter Closed Session "For the Clerk's evaluation pursuant to MCL 15.268 Sec 8(a) and Considering the Clerk works at the pleasure of City Council that it is her preference that only Council Members be present."**

**Roll Call Vote: Oedy – yes, White – yes, Campbell – yes, Iseler – yes, Kish – yes, Mayor Snider – yes.**  
**Motion carried.**

Reconvened from Closed Session 7:42 pm

**24-M-161**

**Motion by White, seconded by Campbell to return to Open Session.**

**Motion carried.**

10. Clerk Proposed Contract

**24-M-162**

**Motion by Iseler, seconded by Kish to approve a 3% increase for the City Clerk.**

**Motion carried.**

**ITEMS PENDING/POSTPONED: None**

**COMMITTEE/LIAISON POSITION REPORTS:**

1. Economic Development Corporation (Mayor Snider) – Meeting is tomorrow. Nothing to report.
2. Chamber of Commerce (Manager) – Chamber of Commerce is working on software, golf outing, small business Saturday, Gingerbread Festival, and ribbon cuttings.
3. Downtown Development Authority (Kish) – Discussed Employee Evaluation Committee, FY Budget Adjustments, DDA Logo, and Façade Program.
4. Fair Board (Iseler) – No report.
5. Parks & Recreation (White) – Meeting tomorrow. Commented on Beith Park grand opening.
6. Planning Commission (Vacant) – Site plan on the parking lot was approved.
7. Tuscola County Board of Commissioners (Iseler) – No report.
8. Zoning Board of Appeals (Mayor Snider) – No report.
9. Indianfields Township (Manager) – No report.
10. Almer Township (Campbell) – No report.

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

**MANAGER'S COMMENTS** – Written report submitted.  
Update given on parking lot project.

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

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

**ADDITIONAL PUBLIC COMMENT:**

Tanya Batschke – Commented on Montague Street.  
Tisha Jones – Commented on availability for interview on Wednesday.

Councilor Jill White – Commented on skip patching.

City Manager Scott Czasak – Commented on tentative closing of Rite Aid & Shooting incident in Rochester Hills.

**24-M-163**

**Motion by Iseler, seconded by Kish to adjourn the meeting at 8:05 p.m.**  
**Motion carried.**

Rita Papp  
City Clerk

Amendments