

**AGENDA**  
**REGULAR MEETING OF THE CARO CITY COUNCIL**  
**November 17, 2025, 6:30 P.M.**

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

**AGENDA APPROVAL**

**PUBLIC COMMENTS – AGENDA ITEMS ONLY**

**PRESENTATION:**

1. Tuscola County Fair Association – Neil Jackson

**COMMUNICATION:**

1. Planning Commission Meeting Minutes, November 12, 2025
2. McLaren Caro Region Auxiliary Tree of Love, December 7, 2025

**CONSENT AGENDA:**

1. Regular Council Meeting Minutes – November 3, 2025
2. Invoices
3. Department Reports
  - A. Police Report – Chief Brian Newcomb
  - B. Fire Report – Chief Randall Heckroth
  - C. Code Enforcement Report – Jon Beaupre

**REGULAR AGENDA:**

1. 2026 Caro City Council, Boards, Commissions and Committees Meeting Schedule
2. Boards, Commissions & Committees Re-Appointments
3. Investment Maturing #1
4. Investment Maturing #2
5. Water Treatment Plant Media Replacement Quote
6. WSP Change Order – Well 3
7. WSP Change Order – Well 6
8. Parliamentary Procedures
9. Feral Cats Discussion – Councilor Parker
10. Council Vacancy Interview – Logan Carpenter
11. Discussion/Action Council Vacancy

**ITEMS POSTPONED:**

1. Resolution No. 2025-9 – To Call a Special Election to Fill Vacancy on the City Council

**COMMITTEE/LIAISON POSITION REPORTS:**

1. Economic Development Corporation (Mayor Snider)
2. Chamber of Commerce (Manager)
3. Downtown Development Authority (Kish)
4. Fair Board (Oedy)
5. Parks & Recreation (White)
6. Planning Commission (Vacant)
7. Tuscola County Board of Commissioners (Parker)
8. Zoning Board of Appeals (Mayor Snider)

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

**MANAGER REPORT** – Written report submitted

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

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

**ADDITIONAL PUBLIC COMMENTS**

**CLOSED SESSION**

Closed Session pursuant to Section 8 (h) of the Open Meetings Act – “To consider material exempt from discussion or disclosure by state or federal statute.”

**ADJOURN**

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**MEETING MINUTES  
CITY OF CARO  
PLANNING COMMISSION MEETING  
Wednesday, November 12, 2025  
7:00 p.m.**

**CALL TO ORDER**

Chair Carpenter called the meeting to order at 7:00pm.

**ROLL CALL**

Present: Chair Carpenter, Commissioners Eschenbacher, Ewald, and Sheardy.  
Absent: Commissioners Rollend and Porzondek.

Also present: City Manager Czasak.

**APPROVAL OF AGENDA**

**Motion by Commissioner Eschenbacher to split the Adult-Use and Medical Marihuana Public Hearing into two separate Public Hearings and to approve the agenda as amended. Second by Commissioner Sheardy. Motion carried.**

**APPROVAL OF MINUTES – Tuesday, October 28, 2025**

**Motion by Commissioner Sheardy to approve the minutes as presented. Second by Commissioner Ewald. Motion carried.**

**PUBLIC COMMENT AND COMMUNICATIONS**

No public comment.

**NEW BUSINESS**

1. Public Hearing – Adult-Use Marihuana Application for Emerald Acres, LLC – 1075 S. Colling Road
  - a. Open Public Hearing
  - b. Discussion
  - c. Close Public Hearing

**Motion by Eshenbacher to close Public Hearing for Adult-Use Marihuana Application for Emerald Acres, LLC. Second by Commissioner Ewald. Motion carried.**

2. Public Hearing – Medical Marihuana Application for Emerald Acres, LLC – 1075 S. Colling Road
  - a. Open Public Hearing
  - b. Discussion
  - c. Close Public Hearing

**Motion by Eshenbacher to close Public Hearing for Medical Marihuana Application for Emerald Acres, LLC. Second by Commissioner Ewald. Motion carried.**

3. Site Plan Review – Emerald Acres, LLC – 1075 S. Colling Road

**Motion by Commissioner Eschenbacher to accept site plan originally submitted under Odessa Gardens with revision of name to Emerald Acres, LLC. Second by Commissioner Ewald. Motion carried.**

4. Recommendation to City Council – Special Use Permits

a. Class-C Adult-Use Grow Application

**Motion by Commissioner Eschenbacher to recommend to City Council approval of the Class-C Adult-Use Grow Application. Support by Commissioner Sheardy. Motion carried.**

b. Class-C Medical Grow Application

**Motion by Commissioner Sheardy to recommend to City Council approval of the Class-C Medical Grow Application. Support by Commissioner Ewald. Motion carried.**

**ANY OTHER BUSINESS/ON-GOING BUSINESS**

None.

**PUBLIC COMMENT/ANNOUNCEMENTS**

None.

**ADJOURNMENT**

**Motion by Commissioner Eschenbacher to adjourn the meeting. Second by Commissioner Ewald. Motion carried.**

Respectfully submitted,  
Secretary Ewald



**MCLAREN CARO REGION AUXILIARY**

# **TREE OF LOVE**

**DECEMBER 7, 2025 | 6:30 P.M.**  
**MCR FRONT LOBBY**

**IN HONOR OF A SPECIAL PERSON IN YOUR LIFE  
OR IN MEMORY OF A LOVED ONE.**

**\$10 FOR A LIGHT**

**\$25 FOR A LIGHT AND BOW**

**\$50 FOR A LIGHT, BOW, AND ORNAMENT**

**JOIN US FOR CHRISTMAS CAROLS  
AND LIGHT REFRESHMENTS.**

**CONTACT SUZANNE AT (989) 673-4588  
FOR COMPLETE DETAILS.**

**REGULAR MEETING OF THE CARO CITY COUNCIL**  
**November 3, 2025, 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 November 3, 2025, at 6:30 p.m. in the Council Chambers.

Present: Mayor Karen Snider, City Council: Emily Campbell, Charlotte Kish, Doreen Oedy, Heidi Parker, and Jill White.

Absent: None

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

**AGENDA APPROVAL**

**25-M-223**

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

**Motion Carried.**

**PRESENTATION:**

1. Tri Star Trust – Jane Hagen
2. Revitalize LLC – Bruce Johnston

**COMMUNICATIONS:**

1. DDA Special Meeting Bylaw Subcommittee Minutes – October 14, 2025
2. Parks & Recreation Committee Meeting Minutes – October 21, 2025
3. Planning Commission Meeting Minutes – October 28, 2025

**PUBLIC COMMENT AGENDA ITEMS ONLY - None**

**CONSENT AGENDA:**

1. Regular Council Meeting Minutes – October 20, 2025
2. Invoices

**25-M-224**

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

**REGULAR AGENDA: (action required)**

1. Tri Star Investment Statement Agreement

**25-M-225**

**Motion by Parker, seconded by Campbell to approve the Tri Star Investment Policy Statement as presented to include 50% stocks & 50% bonds.**

**Motion carried.**

2. Discussion on Revitalize LLC

**25-M-226**

**Motion by Parker, seconded by Oedy to authorize the City Manager to apply for Letter of Intent to Michigan State Housing Development Authority (MSHDA) for maximum amount allowed through Community Development Block Grant (CDBG).**

**Roll call vote: Campbell – yes, Kish – yes, Oedy – yes, Parker – yes, White – yes, Mayor Snider – yes.**  
**Motion carried**

3. Michigan Department of Licensing & Regulatory Affairs, Liquor Control Commission Certified Resolution of the City Council Authorizing the Application for Special License – D-Smilez, Event 12/5/25 at 109 Montague Avenue

**25-M-227**

**Motion by Parker, seconded by White to approve the Michigan Department of Licensing & Regulatory Affairs, Liquor Control Commission Certified Resolution of the City Council Authorizing the Application for Special License – D-Smilez, Event 12/5/25 at 109 Montague Avenue.**

**Roll call vote: Kish – yes, Oedy – yes, Parker – yes, White – yes, Campbell – yes, Mayor Snider – yes.**  
**Motion carried**

4. Well # 5 Treatment Study

**25-M-228**

**Motion by White, seconded by Parker to approve and award ROWE Professional Services the contract to conduct the Well #5 Treatment Study for the quoted price of \$9,600.00.**

**Motion carried**

5. Investment #1

**25-M-229**

**Motion by Oedy, seconded by White to approve to keep the CD at Independent Bank in the amount of \$256,603.50 at an interest rate of 3.55%.**

**Motion carried**

6. Investment #2

**25-M-230**

**Motion by White, seconded by Parker to approve to keep the CD at Independent Bank in the amount of \$256,507.79 at an interest rate of 3.55%.**

**Motion carried**

7. Investment #3

**25-M-231**

**Motion by Kish, seconded by Parker to approve to keep the CDARS at Independent Bank in the amount of \$1,096,784.16 at an interest rate of 3.40%.**

**Motion carried**

**ITEMS POSTPONED:**

1. Resolution No. 2025-9 – To Call a Special Election to Fill Vacancy on the City Council

**COMMITTEE/LIAISON POSITION REPORTS:** None

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

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

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

Update given on council vacancy applicants, streaming council meetings and website implementation.

**ADDITIONAL PUBLIC COMMENT:**

Councilor Heidi Parker – Commented on the continued feral cat issues on Gibbs Street.

**25-M-232**

**Motion by Oedy, seconded by White to adjourn the meeting at 7:35 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	Invoice GL Account Title	Amount
<b>ABELE GREENHOUSE &amp; GARDEN CENTER</b>					
11/25	11/17/2025	79732	101-751-776-002	TREES & SHRUBS	2,000.00
Total ABELE GREENHOUSE & GARDEN CENTER:					
<b>ADVANCE AUTO PARTS</b>					
11/25	11/17/2025	79733	661-575-776-000	MAINTENANCE SUPPLIES	170.32
11/25	11/17/2025	79733	661-575-801-000	MOTOR POOL Contracted serv	50.94
Total ADVANCE AUTO PARTS:					
<b>ALLIED FIRE SALES &amp; SERVICE LLC</b>					
11/25	11/10/2025	79688	216-336-740-000	OPERATING SUPPLIES	299.00-
Total ALLIED FIRE SALES & SERVICE LLC:					
<b>ALS GROUP USA, CORP</b>					
11/25	11/17/2025	800247	590-540-777-000	STATE TESTING & PERMITS	2,200.00
Total ALS GROUP USA, CORP:					
<b>AMAZON CAPITAL SERVICES</b>					
11/25	11/17/2025	800248	248-728-970-001	DECORATIONS	251.72
11/25	11/17/2025	800248	101-301-776-000	MAINTENANCE SUPPLIES	9.69
11/25	11/17/2025	800248	101-753-776-000	O&M SUPPLIES	78.45
11/25	11/17/2025	800248	101-301-776-000	MAINTENANCE SUPPLIES	20.99
11/25	11/17/2025	800248	216-336-740-000	OPERATING SUPPLIES	88.27
11/25	11/17/2025	800248	101-441-725-000	UNIFORMS	81.29
11/25	11/17/2025	800248	591-540-725-000	UNIFORMS	81.28
11/25	11/17/2025	800248	101-301-725-000	UNIFORMS/UNIFORM EQUIPMENT	37.99
11/25	11/17/2025	800248	216-336-740-000	OPERATING SUPPLIES	179.99
Total AMAZON CAPITAL SERVICES:					
<b>BRENTWOOD GRAPHICS</b>					
11/25	11/17/2025	79734	101-701-740-000	OFFICE SUPPLIES	20.00
Total BRENTWOOD GRAPHICS:					
<b>BRIGHTSPEED</b>					
11/25	11/17/2025	800249	590-540-853-000	TELEPHONE	77.73
11/25	11/17/2025	800249	591-540-853-000	TELEPHONE	77.74
Total BRIGHTSPEED:					
<b>BUSY BEE CLEANING</b>					
11/25	11/17/2025	800250	101-441-801-002	CONTRACTED SERV - JANITORIAL	123.50
11/25	11/17/2025	800250	216-336-801-002	CONTRACTED SERV - JANITORIAL	52.00
11/25	11/17/2025	800250	101-301-801-002	CONTRACTED SERV - JANITORIAL	97.50

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
11/25	11/17/2025	800250	101-260-801-002	CONTRACTED SERV - JANITORIAL	91.00
11/25	11/17/2025	800250	101-172-801-002	CONTRACTED SERV - JANITORIAL	91.00
11/25	11/17/2025	800250	101-253-801-002	CONTRACTED SERV - JANITORIAL	91.00
11/25	11/17/2025	800250	590-540-801-002	CONTRACTED SERV - JANITORIAL	104.00
Total BUSY BEE CLEANING:					650.00

**CASELLE LLC**

11/25	11/17/2025	800251	661-575-750-001	SOFTWARE MAINTENANCE AGREE'T	34.10
11/25	11/17/2025	800251	101-172-750-001	SOFTWARE MAINTENANCE AGREE'T	34.09
11/25	11/17/2025	800251	101-253-750-001	SOFTWARE MAINTENANCE AGREE'T	34.09
11/25	11/17/2025	800251	101-260-750-001	SOFTWARE MAINTENANCE AGREE'T	34.09
11/25	11/17/2025	800251	101-301-750-001	SOFTWARE MAINTENANCE AGEE'T	34.09
11/25	11/17/2025	800251	101-371-750-001	SOFTWARE MAINTENANCE AGREEM	34.09
11/25	11/17/2025	800251	101-441-750-001	SOFTWARE MAINTENANCE AGREE'T	34.09
11/25	11/17/2025	800251	216-336-750-001	SOFTWARE MAINTENANCE AGREE'T	34.09
11/25	11/17/2025	800251	590-540-750-001	SOFTWARE MAINTENANCE AGREEM	34.09
11/25	11/17/2025	800251	591-540-750-001	SOFTWARE MAINTENANCE AGREEM	34.09
11/25	11/17/2025	800251	596-521-750-001	SOFTWARE MAINTENANCE AGREEM	34.09

Total CASELLE LLC:	375.00
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**CASS CITY HARDWARE**

11/25	11/17/2025	79735	591-540-760-000	POSTAGE	13.71
Total CASS CITY HARDWARE:					13.71

**CHARTER COMMUNICATIONS**

11/25	11/04/2025	800238	661-575-750-001	SOFTWARE MAINTENANCE AGREE'T	12.50
11/25	11/04/2025	800238	596-521-750-001	SOFTWARE MAINTENANCE AGREEM	18.75
11/25	11/04/2025	800238	591-540-750-001	SOFTWARE MAINTENANCE AGREEM	18.75
11/25	11/04/2025	800238	101-441-750-001	SOFTWARE MAINTENANCE AGREE'T	62.50
11/25	11/04/2025	800238	101-751-750-001	SOFTWARE MAINTENANCE AGREE'T	12.50

Total CHARTER COMMUNICATIONS:	125.00
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**CINTAS**

11/25	11/17/2025	79736	101-441-801-000	CONTRACTED SERVICES	39.42
11/25	11/17/2025	79736	101-441-801-000	CONTRACTED SERVICES	38.65
11/25	11/17/2025	79736	101-441-801-000	CONTRACTED SERVICES	99.51

Total CINTAS:	177.58
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**COLLING CHURCH OF THE NAZARENE**

11/25	11/17/2025	79737	101-301-967-000	WALMART GRANT/DONATIONS	1,700.00
Total COLLING CHURCH OF THE NAZARENE:					1,700.00

**COMPANION LIFE INSURANCE CO.**

11/25	11/17/2025	79738	101-751-719-000	SHORT/LONG TERM DISABILITY	10.10
11/25	11/17/2025	79738	202-483-719-000	SHORT/LONG TERM DISABILITY	32.43
11/25	11/17/2025	79738	202-463-719-000	SHORT/LONG TERM DISABILITY	25.26
11/25	11/17/2025	79738	203-463-719-000	SHORT/LONG TERM DISABILITY	30.31

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
11/25	11/17/2025	79738	101-253-719-000	SHORT/LONG TERM DISABILITY	62.42
11/25	11/17/2025	79738	101-262-719-000	SHORT/LONG TERM DISABILITY	17.32
11/25	11/17/2025	79738	101-260-719-000	SHORT/LONG TERM DISABILITY	69.26
11/25	11/17/2025	79738	101-265-719-000	SHORT/LONG TERM DISABILITY	60.62
11/25	11/17/2025	79738	101-301-719-000	SHORT/LONG TERM DISABILITY	689.42
11/25	11/17/2025	79738	101-371-719-000	SHORT/LONG TERM DISABILITY	3.36
11/25	11/17/2025	79738	591-536-717-000	LIFE INSURANCE	1.40
11/25	11/17/2025	79738	591-540-717-000	LIFE INSURANCE	37.71
11/25	11/17/2025	79738	596-560-717-000	LIFE INSURANCE	9.38
11/25	11/17/2025	79738	596-521-717-000	LIFE INSURANCE	2.79
11/25	11/17/2025	79738	661-575-717-000	LIFE INSURANCE	7.08
11/25	11/17/2025	79738	101-172-719-000	SHORT/LONG TERM DISABILITY	55.42
11/25	11/17/2025	79738	216-336-717-000	LIFE INSURANCE	22.74
11/25	11/17/2025	79738	590-560-717-000	LIFE INSURANCE	40.30
11/25	11/17/2025	79738	590-536-717-000	LIFE INSURANCE	1.40
11/25	11/17/2025	79738	590-540-717-000	LIFE INSURANCE	64.04
11/25	11/17/2025	79738	590-545-717-000	LIFE INSURANCE	8.38
11/25	11/17/2025	79738	591-560-717-000	LIFE INSURANCE	21.35
11/25	11/17/2025	79738	203-463-717-000	LIFE INSURANCE	8.38
11/25	11/17/2025	79738	203-483-717-000	LIFE INSURANCE	7.08
11/25	11/17/2025	79738	204-442-717-000	LIFE INSURANCE	4.19
11/25	11/17/2025	79738	204-483-717-000	LIFE INSURANCE	2.69
11/25	11/17/2025	79738	248-441-717-000	LIFE INSURANCE	5.89
11/25	11/17/2025	79738	248-728-717-000	LIFE INSURANCE	.80
11/25	11/17/2025	79738	101-371-717-000	LIFE INSURANCE	1.00
11/25	11/17/2025	79738	101-702-717-000	LIFE INSURANCE	2.99
11/25	11/17/2025	79738	101-441-717-000	LIFE INSURANCE	46.48
11/25	11/17/2025	79738	101-751-717-000	LIFE INSURANCE	2.79
11/25	11/17/2025	79738	202-483-717-000	LIFE INSURANCE	7.08
11/25	11/17/2025	79738	202-463-717-000	LIFE INSURANCE	6.98
11/25	11/17/2025	79738	101-172-717-000	LIFE INSURANCE	55.96
11/25	11/17/2025	79738	101-262-717-000	LIFE INSURANCE	3.99
11/25	11/17/2025	79738	101-253-717-000	LIFE INSURANCE	17.56
11/25	11/17/2025	79738	101-260-717-000	LIFE INSURANCE	15.76
11/25	11/17/2025	79738	101-265-717-000	LIFE INSURANCE	16.76
11/25	11/17/2025	79738	101-301-717-000	LIFE INSURANCE	154.62
11/25	11/17/2025	79738	591-540-719-000	SHORT/LONG TERM DISABILITY	136.40
11/25	11/17/2025	79738	596-560-719-000	SHORT/LONG TERM DISABILITY	35.01
11/25	11/17/2025	79738	596-521-719-000	SHORT/LONG TERM DISABILITY	10.10
11/25	11/17/2025	79738	661-575-719-000	SHORT/LONG TERM DISABILITY	29.88
11/25	11/17/2025	79738	590-560-719-000	SHORT/LONG TERM DISABILITY	174.64
11/25	11/17/2025	79738	590-536-719-000	SHORT/LONG TERM DISABILITY	5.05
11/25	11/17/2025	79738	590-540-719-000	SHORT/LONG TERM DISABILITY	214.54
11/25	11/17/2025	79738	590-545-719-000	SHORT/LONG TERM DISABILITY	30.31
11/25	11/17/2025	79738	591-560-719-000	SHORT/LONG TERM DISABILITY	84.77
11/25	11/17/2025	79738	591-536-719-000	SHORT/LONG TERM DISABILITY	5.05
11/25	11/17/2025	79738	203-483-719-000	SHORT/LONG TERM DISABILITY	32.43
11/25	11/17/2025	79738	204-442-719-000	SHORT/LONG TERM DISABILITY	15.16
11/25	11/17/2025	79738	204-483-719-000	SHORT/LONG TERM DISABILITY	12.49
11/25	11/17/2025	79738	248-441-719-000	SHORT/LONG TERM DISABILITY	23.06
11/25	11/17/2025	79738	248-728-719-000	SHORT/LONG TERM DISABILITY	3.46
11/25	11/17/2025	79738	216-336-719-000	SHORT/LONG TERM DISABILITY	103.36
11/25	11/17/2025	79738	101-702-719-000	SHORT/LONG TERM DISABILITY	14.52

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
11/25	11/17/2025	79738	101-441-719-000	SHORT/LONG TERM DISABILITY	175.45
				Total COMPANION LIFE INSURANCE CO.:	2,739.17
				<b>DOT PHYSICAL EXAMS</b>	
11/25	11/17/2025	79739	101-441-801-000	CONTRACTED SERVICES	125.00
				Total DOT PHYSICAL EXAMS:	125.00
				<b>DTE ENERGY</b>	
11/25	11/05/2025	800244	590-540-920-000	ELECTRIC	6,531.10
11/25	11/05/2025	800244	101-441-926-000	STREET LIGHTS - ELECTRIC	5,413.41
11/25	11/05/2025	800244	590-545-920-000	ELECTRIC - LIFT STATIONS	253.22
11/25	11/05/2025	800244	204-444-920-000	ELECTRIC - PARKING LOTS	41.73
11/25	11/05/2025	800244	590-545-920-000	ELECTRIC - LIFT STATIONS	98.01
11/25	11/05/2025	800244	590-545-920-000	ELECTRIC - LIFT STATIONS	46.55
11/25	11/05/2025	800244	591-540-920-000	ELECTRIC - WELLHOUSES	1,815.56
11/25	11/05/2025	800244	590-545-920-000	ELECTRIC - LIFT STATIONS	103.09
11/25	11/05/2025	800244	590-545-920-000	ELECTRIC - LIFT STATIONS	32.15
11/25	11/05/2025	800244	591-540-920-000	ELECTRIC - WELLHOUSES	6,899.72
11/25	11/05/2025	800244	204-444-920-000	ELECTRIC - PARKING LOTS	74.36
11/25	11/05/2025	800244	204-444-920-000	ELECTRIC - PARKING LOTS	111.60
11/25	11/05/2025	800244	590-545-920-000	ELECTRIC - LIFT STATIONS	249.90
11/25	11/05/2025	800245	101-753-920-000	ELECTRIC	101.31
				Total DTE ENERGY:	21,771.71
				<b>E&amp;L CONSTRUCTION GROUP INC</b>	
11/25	11/17/2025	79740	590-540-801-003	CONTRACTED SERV-SRF	584,662.23
				Total E&L CONSTRUCTION GROUP INC:	584,662.23
				<b>ELAN FINANCIAL SERVICES</b>	
11/25	11/04/2025	800239	248-733-956-005	FARMERS MARKET - EXPENSES	305.83
11/25	11/04/2025	800239	248-733-956-002	FARMER'S MARKET - KC PROG EXP	85.62
11/25	11/04/2025	800239	248-733-956-001	FARMERS MARKET - OTHER EXPENS	50.00
11/25	11/04/2025	800239	248-728-741-000	LUNCHEONS	114.41
11/25	11/04/2025	800239	248-733-956-005	FARMERS MARKET - EXPENSES	30.90
11/25	11/04/2025	800239	248-733-956-001	FARMERS MARKET - OTHER EXPENS	45.59
11/25	11/04/2025	800239	248-733-956-001	FARMERS MARKET - OTHER EXPENS	79.55
11/25	11/04/2025	800239	248-733-956-001	FARMERS MARKET - OTHER EXPENS	14.82
				Total ELAN FINANCIAL SERVICES:	726.72
				<b>EMTERRA ENVIRONMENTAL USA CORP</b>	
11/25	11/17/2025	800252	596-521-801-000	CONTRACTED SERVICES	22,199.68
11/25	11/17/2025	800252	596-521-801-000	CONTRACTED SERVICES	525.60
11/25	11/17/2025	800252	596-521-801-000	CONTRACTED SERVICES	18,053.40
				Total EMTERRA ENVIRONMENTAL USA CORP:	40,778.68
				<b>FIRST BANKCARD</b>	
11/25	11/07/2025	800240	101-101-960-000	EDUCATION AND TRAINING	345.00-

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
11/25	11/07/2025	800240	101-441-801-000	CONTRACTED SERVICES	15.00-
11/25	11/07/2025	800240	101-301-960-000	EDUCATION & TRAINING, DUES	363.80-
11/25	11/07/2025	800240	101-301-960-000	EDUCATION & TRAINING, DUES	280.00-
11/25	11/07/2025	800240	216-336-740-000	OPERATING SUPPLIES	47.46-
11/25	11/07/2025	800240	216-336-740-000	OPERATING SUPPLIES	63.58-
11/25	11/07/2025	800240	216-336-740-000	OPERATING SUPPLIES	157.00-
11/25	11/07/2025	800240	591-540-962-000	TRAVEL & LODGING	27.30-
11/25	11/07/2025	800240	101-441-725-000	UNIFORMS	50.19-
11/25	11/07/2025	800240	591-540-725-000	UNIFORMS	20.50-
11/25	11/07/2025	800240	590-540-962-000	TRAVEL & LODGING	32.03-
11/25	11/07/2025	800240	101-441-725-000	UNIFORMS	23.84-
11/25	11/07/2025	800240	591-540-725-000	UNIFORMS	23.84-
11/25	11/07/2025	800240	101-253-960-000	EDUCATION AND TRAINING	513.00-
11/25	11/07/2025	800240	101-253-961-000	MEMBERSHIP DUES	99.00-
11/25	11/07/2025	800240	101-751-957-000	RECREATION PROGRAMS	267.11-
11/25	11/07/2025	800240	216-336-740-000	OPERATING SUPPLIES	422.32-
11/25	11/07/2025	800240	101-172-962-000	TRAVEL & LODGING	409.76-
11/25	11/07/2025	800240	590-540-962-000	TRAVEL & LODGING	22.58-
11/25	11/07/2025	800240	590-540-962-000	TRAVEL & LODGING	71.52-
11/25	11/07/2025	800240	590-540-962-000	TRAVEL & LODGING	162.78-
11/25	11/07/2025	800240	590-540-962-000	TRAVEL & LODGING	8.49
11/25	11/07/2025	800240	590-540-962-000	TRAVEL & LODGING	211.86-
11/25	11/04/2025	800240	101-253-960-000	EDUCATION AND TRAINING	513.00
11/25	11/04/2025	800240	101-253-961-000	MEMBERSHIP DUES	99.00
11/25	11/04/2025	800240	101-751-957-000	RECREATION PROGRAMS	267.11
11/25	11/04/2025	800240	216-336-740-000	OPERATING SUPPLIES	157.00
11/25	11/04/2025	800240	591-540-962-000	TRAVEL & LODGING	27.30
11/25	11/04/2025	800240	101-441-725-000	UNIFORMS	50.19
11/25	11/04/2025	800240	591-540-725-000	UNIFORMS	20.50
11/25	11/04/2025	800240	101-441-725-000	UNIFORMS	23.84
11/25	11/04/2025	800240	591-540-725-000	UNIFORMS	23.84
11/25	11/04/2025	800240	101-441-801-000	CONTRACTED SERVICES	15.00
11/25	11/04/2025	800240	101-301-960-000	EDUCATION & TRAINING, DUES	363.80
11/25	11/04/2025	800240	101-301-960-000	EDUCATION & TRAINING, DUES	280.00
11/25	11/04/2025	800240	216-336-740-000	OPERATING SUPPLIES	47.46
11/25	11/04/2025	800240	216-336-740-000	OPERATING SUPPLIES	422.32
11/25	11/04/2025	800240	216-336-740-000	OPERATING SUPPLIES	63.58
11/25	11/04/2025	800240	590-540-962-000	TRAVEL & LODGING	71.52
11/25	11/04/2025	800240	590-540-962-000	TRAVEL & LODGING	162.78
11/25	11/04/2025	800240	590-540-962-000	TRAVEL & LODGING	8.49-
11/25	11/04/2025	800240	590-540-962-000	TRAVEL & LODGING	211.86
11/25	11/04/2025	800240	590-540-962-000	TRAVEL & LODGING	32.03
11/25	11/04/2025	800240	101-101-960-000	EDUCATION AND TRAINING	345.00
11/25	11/04/2025	800240	101-172-962-000	TRAVEL & LODGING	409.76
11/25	11/04/2025	800240	590-540-962-000	TRAVEL & LODGING	22.58
11/25	11/04/2025	800246	590-540-962-000	TRAVEL & LODGING	8.49-
11/25	11/04/2025	800246	590-540-962-000	TRAVEL & LODGING	211.86
11/25	11/04/2025	800246	590-540-962-000	TRAVEL & LODGING	32.03
11/25	11/04/2025	800246	101-172-962-000	TRAVEL & LODGING	409.76
11/25	11/04/2025	800246	591-540-725-000	UNIFORMS	8.49
11/25	11/04/2025	800246	101-253-960-000	EDUCATION AND TRAINING	513.00
11/25	11/04/2025	800246	101-253-961-000	MEMBERSHIP DUES	99.00
11/25	11/04/2025	800246	101-751-957-000	RECREATION PROGRAMS	267.11

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
11/25	11/04/2025	800246	216-336-740-000	OPERATING SUPPLIES	63.58
11/25	11/04/2025	800246	216-336-740-000	OPERATING SUPPLIES	157.00
11/25	11/04/2025	800246	591-540-962-000	TRAVEL & LODGING	27.30
11/25	11/04/2025	800246	101-441-725-000	UNIFORMS	50.19
11/25	11/04/2025	800246	591-540-725-000	UNIFORMS	50.20
11/25	11/04/2025	800246	101-441-725-000	UNIFORMS	23.84
11/25	11/04/2025	800246	101-101-960-000	EDUCATION AND TRAINING	345.00
11/25	11/04/2025	800246	101-441-801-000	CONTRACTED SERVICES	15.00
11/25	11/04/2025	800246	101-301-960-000	EDUCATION & TRAINING, DUES	363.80
11/25	11/04/2025	800246	101-301-960-000	EDUCATION & TRAINING, DUES	280.00
11/25	11/04/2025	800246	216-336-740-000	OPERATING SUPPLIES	47.46
11/25	11/04/2025	800246	216-336-740-000	OPERATING SUPPLIES	422.32
11/25	11/04/2025	800246	590-540-962-000	TRAVEL & LODGING	22.58
11/25	11/04/2025	800246	590-540-962-000	TRAVEL & LODGING	71.52
11/25	11/04/2025	800246	590-540-962-000	TRAVEL & LODGING	162.78
Total FIRST BANKCARD:					3,650.68
<b>FOSTER, SWIFT, COLLINS &amp; SMITH, PC</b>					
11/25	11/17/2025	79741	101-257-801-000	CONTRACTED SERVICES	813.75
11/25	11/17/2025	79741	101-172-801-000	CONTRACTED SERVICES	1,575.00
11/25	11/17/2025	79741	101-260-801-000	CONTRACTED SERVICES	157.50
Total FOSTER, SWIFT, COLLINS & SMITH, PC:					2,546.25
<b>GAMBLES DO IT BEST HARDWARE</b>					
11/25	11/17/2025	79742	101-441-725-000	UNIFORMS	16.99
11/25	11/17/2025	79742	591-540-725-000	UNIFORMS	16.99
11/25	11/17/2025	79742	591-540-776-000	O&M SUPPLIES	5.10
11/25	11/17/2025	79742	590-540-776-000	OM&R SUPPLIES NORMAL	38.98
11/25	11/17/2025	79742	591-540-776-000	O&M SUPPLIES	9.46
11/25	11/17/2025	79742	591-540-776-000	O&M SUPPLIES	11.49
11/25	11/17/2025	79742	591-540-776-000	O&M SUPPLIES	41.97
11/25	11/17/2025	79742	591-540-776-000	O&M SUPPLIES	10.04
11/25	11/17/2025	79742	101-265-776-000	O&M SUPPLIES	16.98
11/25	11/17/2025	79742	591-540-776-000	O&M SUPPLIES	6.99
11/25	11/17/2025	79742	591-540-776-000	O&M SUPPLIES	9.50
11/25	11/17/2025	79742	101-265-776-000	O&M SUPPLIES	22.95
11/25	11/17/2025	79742	591-540-776-000	O&M SUPPLIES	12.49
11/25	11/17/2025	79742	248-733-956-005	FARMERS MARKET - EXPENSES	1.59
11/25	11/17/2025	79742	661-575-776-000	MAINTENANCE SUPPLIES	22.98
Total GAMBLES DO IT BEST HARDWARE:					244.50
<b>GRAINGER</b>					
11/25	11/17/2025	79743	590-540-776-000	OM&R SUPPLIES NORMAL	219.84
11/25	11/17/2025	79743	590-540-776-000	OM&R SUPPLIES NORMAL	1,294.08
Total GRAINGER:					1,513.92
<b>HENRY JASTER CONSTRUCTION INC</b>					
11/25	11/17/2025	79744	101-265-776-000	O&M SUPPLIES	245.40



GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
<b>MICHIGAN DIVERSIFIED SERVICES LLC</b>					
11/25	11/17/2025	79750	202-463-801-000	CONTRACTED SERVICES	390.00
Total MICHIGAN DIVERSIFIED SERVICES LLC:					
11/25	11/17/2025	79751	590-540-801-000	CONTRACTED SERVICES	300.00
11/25	11/17/2025	79751	591-540-801-000	CONTRACTED SERVICES	350.00
11/25	11/17/2025	79751	101-441-801-000	CONTRACTED SERVICES	450.00
Total MICHIGAN MUNICIPAL LEAGUE:					
<b>MICHIGAN WATER ENVIRONMENT ASSOCIATION</b>					
11/25	11/17/2025	800257	590-540-960-000	EDUCATION AND TRAINING	465.00
Total MICHIGAN WATER ENVIRONMENT ASSOCIATION:					
<b>MLR ENGINEERING</b>					
11/25	11/17/2025	79752	590-545-801-000	CONTRACTED SERVICES	180.00
11/25	11/17/2025	79752	591-540-801-000	CONTRACTED SERVICES	756.00
11/25	11/17/2025	79752	203-463-801-000	CONTRACTED SERVICES	864.00
Total MLR ENGINEERING:					
<b>PITNEY BOWES INC</b>					
11/25	11/17/2025	79753	101-253-750-001	SOFTWARE MAINTENANCE AGREE'T	507.96
Total PITNEY BOWES INC:					
<b>PRINTING SYSTEMS</b>					
11/25	11/17/2025	79754	591-540-776-000	O&M SUPPLIES	165.40
11/25	11/17/2025	79754	590-540-776-000	OM&R SUPPLIES NORMAL	165.40
11/25	11/17/2025	79754	596-521-740-000	OFFICE SUPPLIES	165.41
Total PRINTING SYSTEMS:					
<b>PV BUSINESS SOLUTIONS, INC</b>					
11/25	11/17/2025	79755	101-265-776-000	O&M SUPPLIES	74.62
11/25	11/17/2025	79755	101-441-776-001	O&M SUPPLIES	74.62
11/25	11/17/2025	79755	591-540-776-000	O&M SUPPLIES	74.62
11/25	11/17/2025	79755	590-545-776-000	OM&R SUPPLIES	74.64
Total PV BUSINESS SOLUTIONS, INC:					
<b>R&amp;R TECHNICAL SERVICES</b>					
11/25	11/17/2025	79756	101-172-801-000	CONTRACTED SERVICES	150.00
11/25	11/17/2025	79756	101-253-801-000	CONTRACTED SERVICES	75.00
11/25	11/17/2025	79756	101-260-801-000	CONTRACTED SERVICES	75.00
11/25	11/17/2025	79756	101-301-801-000	CONTRACTED SERVICES	112.50
11/25	11/17/2025	79756	101-441-801-000	CONTRACTED SERVICES	112.50
11/25	11/17/2025	79756	216-336-801-000	CONTRACTED SERVICES	37.50
11/25	11/17/2025	79756	101-101-801-000	CONTRACTED SERVICES	90.00
11/25	11/17/2025	79756	101-260-801-000	CONTRACTED SERVICES	7.50

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
11/25	11/17/2025	79756	101-253-801-000	CONTRACTED SERVICES	7.50
11/25	11/17/2025	79756	590-540-801-000	CONTRACTED SERVICES	150.00
11/25	11/17/2025	79756	101-751-801-000	CONTRACTED SERVICES	25.00
11/25	11/17/2025	79756	101-301-801-000	CONTRACTED SERVICES	300.00
11/25	11/17/2025	79756	101-371-801-000	CONTRACTED SERVICES	25.00
11/25	11/17/2025	79756	101-441-801-000	CONTRACTED SERVICES	50.00
11/25	11/17/2025	79756	216-336-801-000	CONTRACTED SERVICES	25.00
11/25	11/17/2025	79756	590-540-801-000	CONTRACTED SERVICES	50.00
11/25	11/17/2025	79756	591-540-853-000	TELEPHONE	20.45
11/25	11/17/2025	79756	596-560-853-000	TELEPHONE	20.45
11/25	11/17/2025	79756	661-575-853-000	TELEPHONE	55.00
11/25	11/17/2025	79756	101-172-801-000	CONTRACTED SERVICES	50.00
11/25	11/17/2025	79756	101-253-801-000	CONTRACTED SERVICES	75.00
11/25	11/17/2025	79756	101-260-801-000	CONTRACTED SERVICES	50.00
11/25	11/17/2025	79756	202-483-853-000	TELEPHONE	20.45
11/25	11/17/2025	79756	203-483-853-000	TELEPHONE	20.45
11/25	11/17/2025	79756	204-483-853-000	TELEPHONE	20.45
11/25	11/17/2025	79756	248-728-853-000	TELEPHONE & TECHNOLOGY	55.00
11/25	11/17/2025	79756	216-336-853-000	TELEPHONE	55.00
11/25	11/17/2025	79756	590-540-853-000	TELEPHONE	20.45
11/25	11/17/2025	79756	101-260-853-000	TELEPHONE	27.50
11/25	11/17/2025	79756	101-371-853-000	TELEPHONE	20.50
11/25	11/17/2025	79756	101-702-853-000	TELEPHONE	20.45
11/25	11/17/2025	79756	101-441-853-000	TELEPHONE	20.45
11/25	11/17/2025	79756	101-703-853-000	TELEPHONE	20.45
11/25	11/17/2025	79756	101-301-853-000	TELEPHONE & PAGERS	20.45
11/25	11/17/2025	79756	590-540-801-000	CONTRACTED SERVICES	75.00
11/25	11/17/2025	79756	591-540-801-000	CONTRACTED SERVICES	75.00
11/25	11/17/2025	79756	596-521-801-000	CONTRACTED SERVICES	37.50
11/25	11/17/2025	79756	101-265-801-000	CONTRACTED SERVICES	108.00
11/25	11/17/2025	79756	101-172-853-000	TELEPHONE	55.00
11/25	11/17/2025	79756	101-253-853-000	TELEPHONE	27.50

Total R&R TECHNICAL SERVICES: 2,263.00

**RANDY HOWARD**

11/25	11/17/2025	79757	101-301-967-000	WALMART GRANT/DONATIONS	<u>150.00</u>
					<u>150.00</u>

Total RANDY HOWARD: 150.00

**ROWE PROFESSIONAL SVS COMP.**

11/25	11/17/2025	800258	204-444-801-000	CONTRACTED SERVICES	<u>1,137.50</u>
11/25	11/17/2025	800258	591-540-801-000	CONTRACTED SERVICES	<u>1,750.00</u>
11/25	11/17/2025	800258	204-442-801-000	CONTRACTED SERVICES	<u>1,487.50</u>
11/25	11/17/2025	800258	204-442-801-000	CONTRACTED SERVICES	<u>437.50</u>

Total ROWE PROFESSIONAL SVS COMP.: 4,812.50

**SHARE CORPORATION**

11/25	11/17/2025	79758	661-575-776-000	MAINTENANCE SUPPLIES	<u>142.23</u>
					<u>142.23</u>

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
<b>SPRINGFIELD URGENT CARE</b>					
11/25	11/17/2025	79759	101-441-801-000	CONTRACTED SERVICES	99.00
Total SPRINGFIELD URGENT CARE:					
<b>TEAM FINANCIAL GROUP</b>					
11/25	11/17/2025	800259	661-575-750-001	SOFTWARE MAINTENANCE AGREE'T	33.14
11/25	11/17/2025	800259	596-521-750-001	SOFTWARE MAINTENANCE AGREEM	33.17
11/25	11/17/2025	800259	591-540-750-001	SOFTWARE MAINTENANCE AGREEM	33.17
11/25	11/17/2025	800259	590-540-750-001	SOFTWARE MAINTENANCE AGREEM	33.17
11/25	11/17/2025	800259	101-751-750-001	SOFTWARE MAINTENANCE AGREE'T	33.16
11/25	11/17/2025	800259	216-336-750-001	SOFTWARE MAINTENANCE AGREE'T	33.17
11/25	11/17/2025	800259	101-441-750-001	SOFTWARE MAINTENANCE AGREE'T	33.17
11/25	11/17/2025	800259	101-371-750-001	SOFTWARE MAINTENANCE AGREEM	33.17
11/25	11/17/2025	800259	101-301-750-001	SOFTWARE MAINTENANCE AGEE'T	33.17
11/25	11/17/2025	800259	101-260-750-001	SOFTWARE MAINTENANCE AGREE'T	33.17
11/25	11/17/2025	800259	101-253-750-001	SOFTWARE MAINTENANCE AGREE'T	33.17
11/25	11/17/2025	800259	101-172-750-001	SOFTWARE MAINTENANCE AGREE'T	33.17
Total TEAM FINANCIAL GROUP:					
<b>THOMAS L BLASIUS</b>					
11/25	11/17/2025	79760	101-000-675-000	MISC INCOME	949.93
Total THOMAS L BLASIUS:					
<b>TRACE ANALYTICAL LABORATORIES, INC</b>					
11/25	11/17/2025	79761	591-540-777-000	STATE WATER TESTING & PERMITS	43.50
11/25	11/17/2025	79761	591-540-777-000	STATE WATER TESTING & PERMITS	43.50
Total TRACE ANALYTICAL LABORATORIES, INC:					
<b>TREVIPAY</b>					
11/25	11/04/2025	800242	101-441-725-000	UNIFORMS	49.99
Total TREVIPAY:					
<b>TUSCOLA COUNTY ADVERTISER</b>					
11/25	11/17/2025	800260	101-260-900-000	PRINTING & PUBLICATION	25.00
11/25	11/17/2025	800260	101-260-900-000	PRINTING & PUBLICATION	270.00
11/25	11/17/2025	800260	101-260-900-000	PRINTING & PUBLICATION	270.00
11/25	11/17/2025	800260	101-260-900-000	PRINTING & PUBLICATION	189.00
11/25	11/17/2025	800260	101-260-900-000	PRINTING & PUBLICATION	25.00
11/25	11/17/2025	800260	101-260-900-000	PRINTING & PUBLICATION	270.00
11/25	11/17/2025	800260	101-260-900-000	PRINTING & PUBLICATION	189.00
11/25	11/17/2025	800260	101-260-900-000	PRINTING & PUBLICATION	270.00
11/25	11/17/2025	800260	101-260-900-000	PRINTING & PUBLICATION	270.00
11/25	11/17/2025	800260	101-260-900-000	PRINTING & PUBLICATION	189.00
11/25	11/17/2025	800260	101-260-900-000	PRINTING & PUBLICATION	270.00
11/25	11/17/2025	800260	101-260-900-000	PRINTING & PUBLICATION	270.00
Total TUSCOLA COUNTY ADVERTISER:					

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
<b>TUSCOLA COUNTY ADVERTISER-SUBSCRIPTIONS</b>					
11/25	11/17/2025	79762	101-703-776-000	O&M SUPPLIES	52.00
Total TUSCOLA COUNTY ADVERTISER-SUBSCRIPTIONS:					
<b>TUSCOLA COUNTY TREASURER</b>					
11/25	11/12/2025	79731	101-000-228-001	DUE TO CTY - STATE EDUCATION	1,949.64
11/25	11/12/2025	79731	101-000-222-000	DUE TO CTY - COUNTY OPERATING	2,988.69
11/25	11/12/2025	79731	101-000-222-005	DUE TO COUNTY - INTEREST	41.60
11/25	11/12/2025	79731	101-000-222-005	DUE TO COUNTY - INTEREST	63.81
Total TUSCOLA COUNTY TREASURER:					
<b>USA BLUEBOOK</b>					
11/25	11/17/2025	800261	590-540-776-001	LAB SUPPLIES	482.60
11/25	11/17/2025	800261	590-540-776-001	LAB SUPPLIES	227.70
11/25	11/17/2025	800261	591-540-776-000	O&M SUPPLIES	2,088.57
Total USA BLUEBOOK:					
<b>WEX BANK</b>					
11/25	11/04/2025	800241	661-575-860-000	GAS/OIL	930.16
11/25	11/04/2025	800241	216-336-860-000	GAS & OIL	272.55
11/25	11/04/2025	800241	101-301-860-000	GAS/OIL/TIRES	1,065.82
11/25	11/04/2025	800241	590-540-860-000	GAS/OIL/DIESEL	44.20
Total WEX BANK:					
<b>WITMER PUBLIC SAFETY GROUP</b>					
11/25	11/17/2025	800262	216-336-740-000	OPERATING SUPPLIES	354.39
11/25	11/17/2025	800262	216-336-740-000	OPERATING SUPPLIES	90.54
Total WITMER PUBLIC SAFETY GROUP:					
<b>WM CORPORATE SERVICES INC</b>					
11/25	11/17/2025	79763	590-540-801-000	CONTRACTED SERVICES	3,773.18
Total WM CORPORATE SERVICES INC:					
<b>WM CORPORATE SERVICES, INC</b>					
11/25	11/04/2025	800243	590-540-801-000	CONTRACTED SERVICES	1,521.21
Total WM CORPORATE SERVICES, INC:					
<b>WSP USA ENVIRONMENT &amp; INFRASTRUCTURE INC</b>					
11/25	11/17/2025	79764	591-540-801-000	CONTRACTED SERVICES	3,356.25
Total WSP USA ENVIRONMENT & INFRASTRUCTURE INC:					
Grand Totals:					



CARO POLICE DEPARTMENT      317 S. STATE STREET, CARO, MI 48723

Brian V. Newcomb, Chief of Police

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To: Caro City Council, Caro City Manager

From: Brian V. Newcomb, Chief of Police

Regarding: Month end report, October 2025

Date: November 5, 2025

### **POLICE REPORTS**

Police Complaints for October 2025-453 complaints

September 2025-366 Complaints

August 2025- 465 complaints

July 2025=450

June 2025-446 complaints

May 2025= 397 complaints

April 2025=452 Complaints

March 2025 -392 complaints

February 2025-283 Complaints

January 2025-309 Complaints

December 2024-246 complaints

November 2024- 271 Complaints

October 2024 – 330 complaints

September 2024=349 complaints

August 2024-369 reports

July 2024- 472

### **MILEAGE**

October 2025 4476 miles

### **GASOLINE**

October 2025- 373 gallons

911 OPEN LINE/HANGUP	3		
ABANDONED VEHICLE	5		
AIRPLANE CRASH			
ALARM	5	Assist MSP, Severance and Duprey, Large Party shots fired	
ANIMAL AT LARGE	1	Assist MSP, Bliss at Mertz, Assault in Progress	
ARSON		Assist TUSH, Mertz at E. Sanilac, Felonious Assault, Stabbing	
ASSAULT INCLUDING DOMESTIC	20		
ASSIST DHHS	5		
ASSIST FIRE	3		
ASSIST MDOC			
ASSIST MSP	4		
ASSIST OTHER PD	2		
ASSIST THUMB NARCOTICS			
ASSIST TUSH IN CARO	2	Operating Motor Vehicle while intoxicated	misdemeanor
ASSIST DPW	2	Operating MV while intoxicated-3rd offense	felony
ATTEMPT TO LOCATE PERSON		Domestic Violence	misdemeanor
B&E		Domestic Violence, third offense	felony
BACKGROUND INVESTIGATION LE		Operating Motor Vehicle while intoxicated	misdemeanor
BULLYING INCLUDING CYBER		Operate Motor Vehicle with no insurance	misdemeanor
CHILD LOCKED IN VEHICLE		Assault and Battery	misdemeanor
CHILD NEGLECT/ABUSE		Possession of Cocaine or Heroin	felony
CITIZEN ASSIST	3	Operating MV while intoxicated-2nd off	High Court Misdemeanor
CIVIL DISPUTE	8	Operating Mv while intox, high BAC	misdemeanor
CONCEALED WEAPONS		Operating MV while intoxicated -2nd off	misdemeanor
CONDITIONAL BOND VIOLATION		Retail Fraud - 2nd degree	misdemeanor
CONSERVATION VIOLATION		Retail Fraud- 2nd or subsequent offense	High Court Misdemeanor
COUNTERFEITING	2	Disorderly Person-Drunk	misdemeanor
CRIMINAL SEXUAL CONDUCT	2	Operating MV with controlled substance	misdemeanor
CRIMINALLY SEXUAL MATERIAL		Operating MV while intoxicated	misdemeanor
CURFEW VIOLATION	1	Operating MV without a license	misdemeanor
DISORDERLY	6	Retail Fraud 3rd degree	misdemeanor
DISTURBING THE PEACE		Retail Fraud 3rd degree	misdemeanor
DOG BITE		Absconding Bond	felony
DOG LOCKED IN VEHICLE		Breaking and Entering	felony
DRIVE WHILE LICENSE SUSPENDED		Operate Motor Vehicle with no insurance	misdemeanor
EMBEZZLEMENT		Operate MV with no registration	misdemeanor
EXTORTION		Parole Violation	felony
FALSE PERSONATION		Parole Violation	felony
FATAL TRAFFIC CRASH		Personal Protection order violation	misdemeanor
FELONIOUS ASSAULT		Probation violation	misdemeanor
FIGHT IN PROGRESS		Probation violation	misdemeanor
FIREWORKS VIOLATION		Probation violation	misdemeanor
FLEE POLICE		Reckless Driving	misdemeanor
FOLLOW UP INVESTIGATION	4	Threat of violence to school	felony
FOUND PROPERTY	5	Warrant Arrest	felony
FORGERY		Warrant Arrest	felony

FRAUD	7	Warrant Arrest	felony
GENERAL	9	Warrant Arrest	felony
GUNSHOT WOUND		Warrant Arrest	felony
HARASSMENT	6	Warrant Arrest	felony
HAZMAT INCIDENT		Warrant Arrest	felony
HIT AND RUN PDA		Warrant Arrest	misdemeanor
HOMELESS		Warrant Arrest	misdemeanor
HOMICIDE ATTEMPT		Warrant Arrest	misdemeanor
INDECENT EXPOSURE		Warrant Arrest	misdemeanor
INJURY CRASH	7	Warrant Arrest	misdemeanor
INTOXICATED PERSON		Warrant Arrest	misdemeanor
INVESTIGATION FOLLOWUP		Warrant Arrest	misdemeanor
INVESTIGATIVE CHECK OR STOP		Warrant Arrest	misdemeanor
KEYS LOCKED IN VEHICLE		Warrant Arrest	misdemeanor
KIDNAPPING			
LARCENY	3		
LARCENY BY CONVERSION			
LARCENY FROM VEHICLE	2		
LARCENY IN A BUILDING	1		
LIQUOR INSPECTION	12		
LITTERING			
LOITERING			
LOST PROPERTY			
MDOP	3		
<b>MED FIRST RESPONSE CALL</b>	<b>20</b>		
MENTAL HEALTH CALL	6		
MIP-ALCOHOL			
MIP-VAPE			
MISSING JUVENILE	1		
MISSING PERSON	4		
MISUSE OF 911 LINE	1		
MOTORIST ASSIST	3		
<b>MUTUAL AID</b>	<b>3</b>		
NARCOTICS			
NATURAL DEATH	1		
NO INSURANCE-VEHICLE	1		
NO OPERATORS LICENSE			
NO REGISTRATION MISDEMEANOR	1		
NOISE COMPLAINT	2		
OPEN DOOR	2		
OPEN INTOXICANTS IN A M.V.			
OVERDOSE-DRUGS			
OWI	3		
PARKING VIOLATIONS	2		
PAROLE VIOLATION	2		
PDA	21		

PPO VIOLATION	1
PROBATION VIOLATION	3
PROWLER	4
PUBLIC RELATIONS	3
RECKLESS DRIVING	1
REGISTRATION VIOLATION	2
RESIST OFFICER	
RETAIL FRAUD	2
ROAD RAGE	1
RUNAWAY	2
SEARCH WARRANT	
SINKHOLE IN ROADWAY	
STALKING	
SUBPOENA SERVICE	3
SUICIDE OR ATTEMPTED SUICIDE	6
SUICIDAL PERSON-THREATS OF	2
SUSPICIOUS PERSON	4
SUSPICIOUS SITUATION	25
THREATS	4
THREATS TO ATTY GENERAL	
THREATS TO COURTHOUSE	
THREATS TO SCHOOL	3
TRAFFIC CONTROL	8
TRAFFIC STOPS/CITATIONS	130
TRESPASS	5
TRUANCY	
UDAA	
VULNERABLE ADULT ABUSE	
VERBAL DOMESTIC	5
VIN INSPECTION	
WARRANT ARREST - FELONY	7
WARRANT ARREST - MISDEMEANOR	9
WEAPONS OFFENSE	
WELFARE CHECK	17
WITNESS INTIMIDATION	

TOTAL ARRESTS

46

TOTAL COMPLAINTS

453

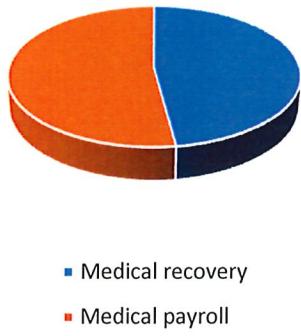
		Fire runs October 1, 2025 thru October 31, 2025	<b>City of Caro Fire Department</b>	Report to Council		<b>page 1</b>
Run #	Date	Responsible entity	Address of call	Description	Water usage	Township
785	10/1/2025	1385 Cleaver Rd.		Medical 431	0	City
786	10/1/2025	E. Caro & Jacob Rd.	Zadrien Wasserman	truck roll over	0	Ellington
787	10/1/2025	2738 W. Caro Rd.	City Waste Water	smoke investigation	0	Indianfields
788	10/1/2025	1752 Sunset Dr.		Medical 432	0	Almer
789	10/1/2025	1366 E. Caro Rd.		Medical 433	0	Almer
790	10/1/2025	3100 Mertz Rd.		Medical	0	Indianfields
791	10/3/2025	1601 W. Gilford D202		Medical 434	0	City
792	10/3/2025	1121 E. Caro Rd.		Medical 435	0	City
793	10/4/2025	M24 & Ellington St.	James Hurst	2-vehicle crash	0	City
794	10/6/2025	858 S. State St.		2-vehicle crash	0	City
795	10/6/2025	1121 E. Caro Rd.		2-vehicle crash	0	City
796	10/6/2025	725 S. Almer St.	Roiger John Jr. McKee	train vs Semi	0	Indianfields
797	10/7/2025	1381 Cleaver Rd.	Highland Pines	Fire Alarm	0	City
798	10/7/2025	415 Monyaque Ave.		Medical 436	0	City
799	10/7/2025	1544 VanGeisen Rd, #2		Medical 437	0	City
800	10/7/2025	1345 Gun Club Rd.		Medical	0	Indianfields
801	10/7/2025	1827 Rails End Blvd.		Medical	0	Almer
802	10/8/2025	2739 Clark Rd.		Medical 438	0	Wells
803	10/10/2025	1901 W. Caro Rd.	Ronald Fritz	vehicle crash	0	Indianfields
804	10/10/2025	2779 Colwood Rd.		Medical 441	0	Almer
805	10/11/2025	2091 Forest Dr.		Medical 442	0	Indianfields
806	10/11/2025	2833 E. Deckerville Rd.		Medical 443	0	Ellington
807	10/12/2025	1430 Cleaver Rd.		Medical 444	0	City
808	10/13/2025	128 E. Gamble St.		Medical 445	0	City
809	10/15/2025	Deckerville & Hurds Corner		single vehicle crash #446	0	Ellington
810	10/15/2025	E. Caro & Dutcher Rd.		2 vehicle crash #447, #448	0	Ellington
811	10/15/2025	189 N. State St.		3 vehicle crash #449	0	City
812	10/15/2025	Frank & Almer St.	James Smith	Vehicle vs pedal bike crash	0	City
813	10/16/2025	Deckerville & Cleaver Rd.	unknown	I Phone crash detection	0	City
814	10/16/2025	2119 W. Caro Rd.	Schaap Properties	gas in house	0	Indianfields
815	10/17/2025	2040 Chambers Rd.	State Regional Center	Fire alarm	0	Indianfields
816	10/17/2025	332 E. Bush St. #1		Medical 450	0	City
817	10/18/2025	1009 Turner Dr. #B3		Medical	0	City
818	10/18/2025	332 E. Bush St. #1		Medical	0	City
819	10/19/2025	622 W. Sherman St.		Medical 451	0	City
820	10/19/2025	506 Pearl St.		Medical	0	City
821	10/20/2025	2662 E. Caro RD.		Medical 452	0	Ellington
822	10/20/2025	3080 Rossman Rd.		Medical 453	0	Wells
823	10/21/2025	3760 Densmore Rd.		Medical 454	0	Juniata
824	10/21/2025	1396 Gun Club Rd.	DTE	wires down	0	Indianfields
825	10/23/2025	1121 E. Caro Rd.		Medical	0	City
826	10/23/2025	746 Williamsburg #1		Medical 455	0	City
827	10/23/2025	1144 Cleaver Rd.		Medical 456	0	City
828	8/24/2025	1601 W. Gilford Rd. F405		Medical	0	City



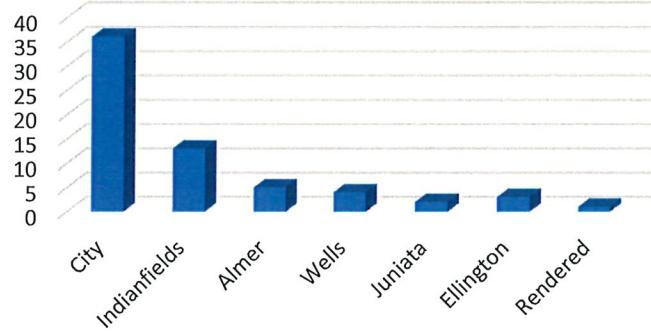
Fire runs October 1, 2025  
thru October 31, 2025

City of Caro Fire Department

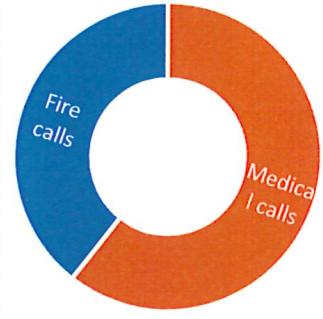
Med. payroll vs income



Calls per Area



Fire vs Medical calls



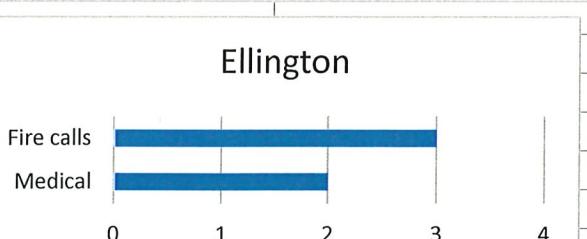
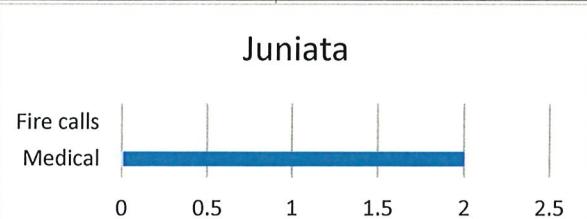
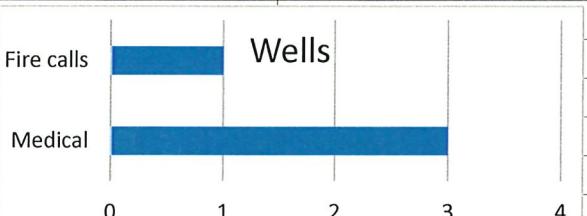
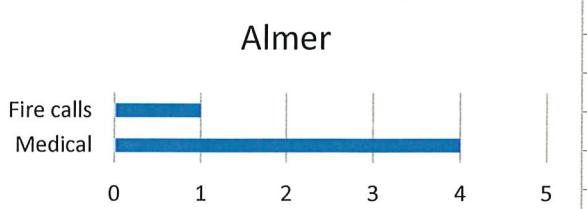
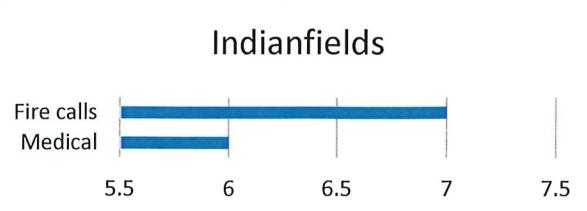
Medical recovery	\$1,210.00
Medical payroll	\$1,320.00
	<b>\$110.00</b>

City	36
Indianfields	13
Almer	5
Wells	4
Juniata	2
Ellington	3
Rendered	1

Fire calls	26
Medical calls	40
<b>Total runs</b>	<b>66</b>

		City of Caro Fire Department	
City			
Medical		23	
Fire calls		13	
		36	
Indianfields			
Medical		6	
Fire calls		7	
		13	
Almer			
Medical		4	
Fire calls		1	
		5	
Wells			
Medical		3	
Fire calls		1	
		4	
Juniata			
Medical		2	
Fire calls		0	
		2	
Ellington			
Medical		2	
Fire calls		3	
		5	
Fire runs October 1, 2025 thru October 31, 2025			
		11/4/2025	
		End of report	

page 4



# CITY OF CARO

## CODE ENFORCEMENT

November 2025 Council Code Report

### October 2025 Monthly Review

1062 S. Colling Rd.	Tires	1 <sup>st</sup> notice
1032 S. Colling Rd.	Junk accumulation	1 <sup>st</sup> notice
147 E. Congress St.	Blight vehicle	1 <sup>st</sup> notice
344 Wells St.	Junk accumulation	1 <sup>st</sup> notice
358 Wells St.	Blight vehicle	2 <sup>nd</sup> notice
337 Wells St.	Blight vehicle	1 <sup>st</sup> notice
363 Wells St.	Junk accumulation	1 <sup>st</sup> notice
117 Howard St.	Junk accumulation	1 <sup>st</sup> notice
259 E. Sherman St.	Appliance	1 <sup>st</sup> notice
510 S. State St.	Garbage accumulation	1 <sup>st</sup> notice
131 Atwood St.	Weeds	2 <sup>nd</sup> notice
202 W. Grant St.	Weeds	2 <sup>nd</sup> notice
503 Fremont St.	Tires	2 <sup>nd</sup> notice
1215 E. Caro Rd.	Weeds	1 <sup>st</sup> notice
1223 E. Caro Rd.	Weeds	1 <sup>st</sup> notice
1329 W. Canterbury	Blight vehicle	1 <sup>st</sup> notice
1111 Northview	Garbage accumulation	1 <sup>st</sup> notice
1062 Knollwood Dr.	Vehicle parts	1 <sup>st</sup> notice
1012 Turner Dr.	Garbage accumulation	1 <sup>st</sup> notice
846 W. Lincoln St.	Garbage accumulation	1 <sup>st</sup> notice
223 N. Almer St.	Pallets	1 <sup>st</sup> notice
419 Gibbs St.	Junk	1 <sup>st</sup> notice
1666 Parkway Dr.	Blight vehicle	1 <sup>st</sup> notice
1666 Parkway Dr.	Tire	1 <sup>st</sup> notice
1615 Parkway Dr.	Tire	1 <sup>st</sup> notice
1585 Parkway Dr.	Appliance	1 <sup>st</sup> notice
213 E. Congress St.	Garbage accumulation	1 <sup>st</sup> notice

# CITY OF CARO

## CODE ENFORCEMENT

November 2025 Council Code Report

### October 2025 Monthly Review

121 E. Gamble St.	Junk	1 <sup>st</sup> notice
363 Wells St.	Garbage accumulation	1 <sup>st</sup> notice
342 Norman St.	Junk	1 <sup>st</sup> notice
300 Montaque St.	Tires	1 <sup>st</sup> notice
549 E. Frank St.	Junk	1 <sup>st</sup> notice
645 Court St.	Junk	1 <sup>st</sup> notice
1322 Cambridge Ln.	Garbage placement	1 <sup>st</sup> notice
1324 Cambridge Ln.	Garbage placement	1 <sup>st</sup> notice
1011 Cleaver Rd.	Garbage placement	1 <sup>st</sup> notice
602 Gilford Rd.	Garbage placement	1 <sup>st</sup> notice
312 Sherman St.	Garbage placement	1 <sup>st</sup> notice
641 Allen St.	Garbage placement	1 <sup>st</sup> notice
909 Burnside St.	Garbage placement	1 <sup>st</sup> notice
683 W. Lincoln St.	Garbage placement	1 <sup>st</sup> notice
114 S. Kinyon St.	Garbage placement	1 <sup>st</sup> notice
742 Westchester St.	Garbage placement	1 <sup>st</sup> notice
204 Ellis St.	Garbage placement	1 <sup>st</sup> notice
133 Hoard St.	Garbage placement	1 <sup>st</sup> notice
113 Howard St.	Garbage placement	1 <sup>st</sup> notice
327 E. Bush St.	Garbage placement	1 <sup>st</sup> notice
650 Court St.	Garbage placement	1 <sup>st</sup> notice
1322 Cambridge Ln.	Garbage	1 <sup>st</sup> notice
1349 Cambridge Ln.	Garbage accumulation	1 <sup>st</sup> notice
1329 W. Canterbury Dr	Garbage accumulation	1 <sup>st</sup> notice
1329 W. Canterbury Dr	Blight vehicle	2 <sup>nd</sup> notice
680 Gibbs St.	Blight vehicle	2 <sup>nd</sup> notice
683 Gibbs St.	Garbage accumulation	2 <sup>nd</sup> notice

# CITY OF CARO

## CODE ENFORCEMENT

November 2025 Council Code Report

### October 2025 Monthly Review

3 Pearl St.	Pallets	1 <sup>st</sup> notice
746 Apple Tree Dr.	Pallets	1 <sup>st</sup> notice
722 Westchester	Storage container	1 <sup>st</sup> notice
358 Wells St.	Tires	1 <sup>st</sup> notice
323 Green St.	Blight structure	1 <sup>st</sup> notice
214 Montaque	Tires	1 <sup>st</sup> notice
308 E. Frank St.	Tires	1 <sup>st</sup> notice
130 Butler St.	Tires	1 <sup>st</sup> notice
130 Butler St.	Vehicle parts	1 <sup>st</sup> notice
1311 Sugar Tree Ct.	Garbage placement	1 <sup>st</sup> notice
208 Romain Apt 103	Garbage accumulation	1 <sup>st</sup> notice
1011 Cleaver Rd.	Garbage placement	1 <sup>st</sup> notice
502 Fremont St.	Garbage placement	1 <sup>st</sup> notice
834 W. Sherman St.	Garbage placement	1 <sup>st</sup> notice
112 Fremont St.	Garbage placement	1 <sup>st</sup> notice
750 Westchester St.	Garbage placement	1 <sup>st</sup> notice
637 Arlington Dr.	Garbage placement	1 <sup>st</sup> notice
129 E. Gamble St.	Garbage placement	1 <sup>st</sup> notice
325 Norman St.	Garbage placement	1 <sup>st</sup> notice
204 Ellis St.	Garbage placement	1 <sup>st</sup> notice
327 E. Bush St.	Garbage placement	1 <sup>st</sup> notice
657 Court St.	Garbage placement	1 <sup>st</sup> notice
138 W. Gamble St.	Junk accumulation	1 <sup>st</sup> notice
1520 W. Caro Rd.	Weeds	1 <sup>st</sup> offense #1543
665 Court St.	Electric fence	2 <sup>nd</sup> offense #1454
215 E. Washington St.	Garbage (mattress)	1 <sup>st</sup> notice
755 N. State St.	Garbage accumulation	1 <sup>st</sup> notice

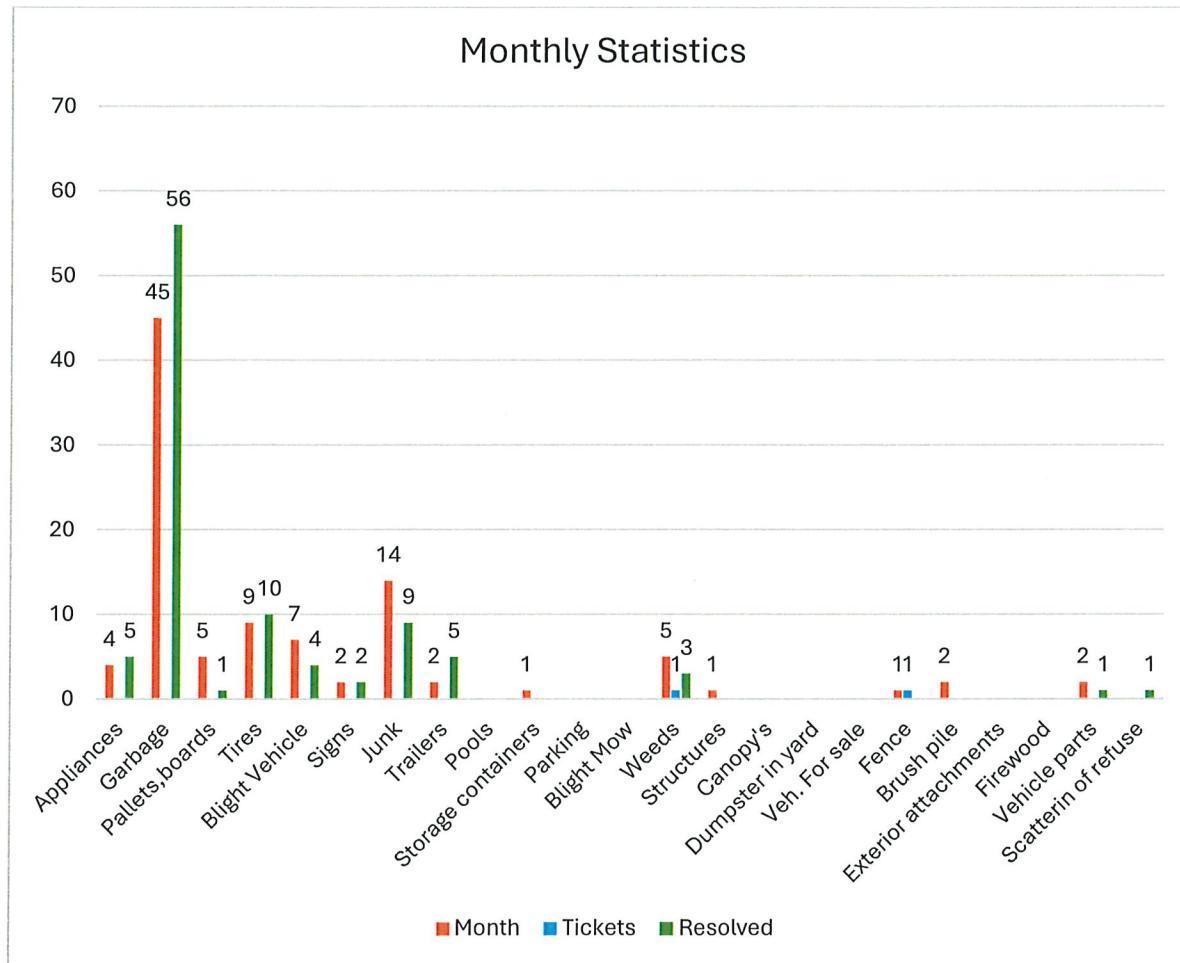
# CITY OF CARO CODE ENFORCEMENT

## November 2025 Council Code Report

## October 2025 Monthly Review

# CITY OF CARO

## CODE ENFORCEMENT



**Monthly total tickets issued: 2**

**Monthly total blight: 100**

**Monthly cases resolved: 97**

**Monthly blight mows:**

**Top 3-Violations: #1 Garbage      #2 Junk      #3 Tires**

# CITY OF CARO

CITY MANAGER  
SCOTT CZASAK  
CITY CLERK  
RITA PAPP  
CITY TREASURER  
TAMMY REIS  
CITY 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  
KAREN SNIDER  
CITY COUNCIL  
EMILY CAMPBELL  
VACANT  
CHARLOTTE KISH  
DOREEN OEDY  
HEIDI PARKER  
JILL WHITE

**TO:** City Manager/City Council  
**FROM:** Rita Papp – City Clerk  
**SUBJECT:** 2026 City of Caro Council & Committee Meeting Schedule  
**DATE:** November 17, 2025

---

## **Background:**

The various committees have approved their respective meeting schedules. I am proposing the 2026 City of Caro Council & Committee Meeting Schedule. This schedule will be posted on the website, Facebook and the appropriate posting areas in City Hall.

## **Option 1:**

**Motion to approve the 2026 City of Caro Council & Committee Meeting Schedule as presented.**

## **Option 2:**

**Postpone this matter.**

## **Option 3:**

**Deny**

# CITY OF CARO

CITY MANAGER  
SCOTT CZASAK  
CITY CLERK  
RITA PAPP  
CITY TREASURER  
TAMMY RIES  
CITY 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  
KAREN SNIDER  
CITY COUNCIL  
EMILY CAMPBELL  
VACANT  
CHARLOTTE KISH  
DOREEN OEDY  
HEIDI PARKER  
JILL WHITE

## 2026 SCHEDULE OF REGULAR MEETINGS OF THE CITY OF CARO COMMON COUNCIL HELD AT 6:30 P.M. ON THE FIRST AND THIRD MONDAY EACH MONTH:

JANUARY	5 & 20 *	FEBRUARY	2 & 17 *
MARCH	2 & 16	APRIL	6 & 20
MAY	4 & 18	JUNE	1 & 15
JULY	6 & 20	AUGUST	3 & 17
SEPTEMBER	8 & 21	OCTOBER	5 & 19
NOVEMBER	2 & 16	DECEMBER	7 & 21

\* Holiday Change

## 2026 SCHEDULE OF REGULAR MEETINGS OF THE CITY OF CARO DOWNTOWN DEVELOPMENT AUTHORITY (DDA) HELD AT 12:00 NOON ON THE SECOND WEDNESDAY EACH MONTH:

JANUARY	14	FEBRUARY	11
MARCH	11	APRIL	8
MAY	13	JUNE	10
JULY	8	AUGUST	12
SEPTEMBER	9	OCTOBER	14
NOVEMBER	18*	DECEMBER	9

\*Holiday Change

Informational Meetings – TBD

## 2026 SCHEDULE OF REGULAR MEETINGS OF THE CITY OF CARO PLANNING COMMISSION HELD AT 7:00 P.M. ON THE SECOND AND FOURTH TUESDAY EACH MONTH:

JANUARY	13 & 27	FEBRUARY	10 & 24
MARCH	10 & 24	APRIL	14 & 28
MAY	12 & 26	JUNE	9 & 23
JULY	7 & 21	AUGUST	11 & 25
SEPTEMBER	9* & 22	OCTOBER	13 & 27
NOVEMBER	10 & 24	DECEMBER	8 & 22

\*Holiday Change

## 2026 SCHEDULE OF REGULAR MEETINGS OF THE CARO PARKS & RECREATION COMMITTEE HELD AT 6:00 P.M. ON THE THIRD TUESDAY EACH MONTH:

JANUARY	27*	FEBRUARY	24*
MARCH	24*	APRIL	14
MAY	19	JUNE	16
JULY	21	AUGUST	18
SEPTEMBER	15	OCTOBER	20
NOVEMBER	17	DECEMBER	15

\*Administrative Change

## ZONING BOARD OF APPEALS MEETS AS NEEDED AS CALLED BY THE CHAIR.

This notice is given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976.

Rita Papp, MiPMC  
City of Caro Clerk

# CITY OF CARO

MANAGER  
SCOTT CZASAK  
CLERK  
RITA PAPP  
TREASURER  
TAMMY RIES  
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  
KAREN SNIDER  
CITY COUNCIL  
EMILY CAMPBELL  
CHARLOTTE KISH  
DOREEN OEDY  
JILL WHITE  
HEIDI PARKER

TO: City Council  
City Manager – Scott Czasak  
FROM: Tammy Ries, Treasurer  
SUBJECT: Investment Maturing #1  
DATE: November 12, 2025

---

The City of Caro has the following investment maturing as noted below:

Financial Institution	Current Term	Interest Rate	Current Balance	Maturity Date
Frankenmuth Credit Union	7 Months	4.00%	\$260,082.71	11/30/2025

Below are the rates on offer as of 11/12/2025.

Financial Institution	Rate APY
Frankenmuth Credit Union	3.75%
Northstar Bank	3.45%
Independent Bank	3.40%

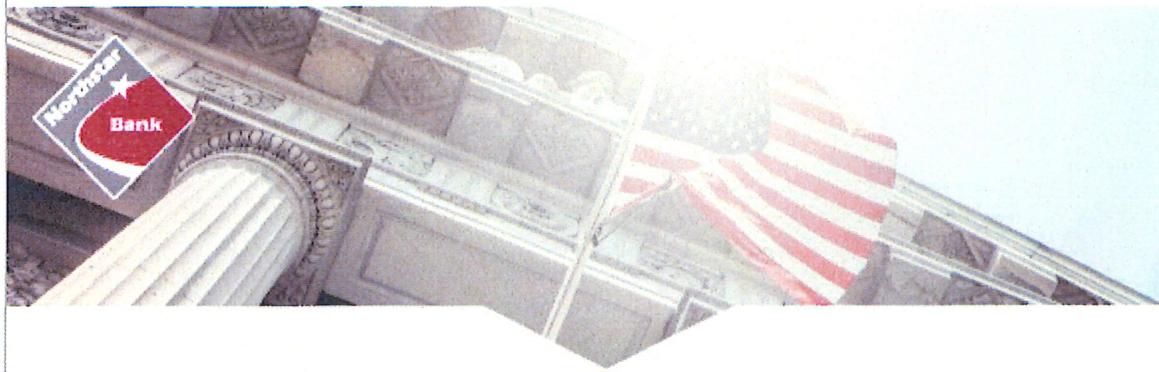
My recommendation is to leave the CD at Frankenmuth Credit Union.

Action:

Option 1: Keep the CD at Frankenmuth Credit Union in the amount of \$260,082.71 for 3.75%

Option 2: Move the CD to Northstar Bank in the amount of \$260,082.71 for 3.45%.

Option 3: Choose another investment opportunity.



## WHO YOU BANK WITH MATTERS

We are reaching out to bring awareness of two proven deposit service offerings at Northstar Bank - **ICS** and **CDARS** from the IntraFi network. These services are designed for those looking to expand protection beyond the standard FDIC Insurance coverage. Most importantly, both programs provide peace of mind on deposit safety while earning a competitive interest rate and providing access through a single bank relationship. Plus, funds placed in CDARS and ICS stay local to support and build a stronger community.

If you would like more information on how we can help you manage multiple accounts with additional FDIC insurance coverage, please contact us.

## PUBLIC FUNDS WEEKLY RATES

### CD TERMS & RATES

30 Days 3.25%  
60 Days 3.40%  
90 Days 3.55%  
120 Days 3.45%  
150 Days 3.45%  
180 Days 3.45%  
210 Days 3.45%  
270 Days 3.45%  
365 Days 3.40%  
18 Month 3.40%  
2 Year 3.45%  
3 Year 3.45%

### ICS RATE

2.45%

### WIRE INSTRUCTIONS

Northstar Bank  
1960 Fred Moore Hwy.  
St. Clair, MI 48079  
Routing # 072414064  
FBO: Account name  
Account #

[Learn More](#)

### CDARS TERMS & RATES

4 Weeks 3.10%  
13 Weeks 3.40%  
26 Weeks 3.30%  
52 Weeks 3.25%



November 12 - 18, 2025

<b><u>Certificates of Deposit</u></b>	<b><u>Rate</u></b>	
7 – 31 Days	3.55%	
32 – 89 Days	3.50%	
90 – 179 Days	3.45%	
180 – 269 Days	3.40%	
270 – 359 Days	3.30%	
360 - 545 Days	3.25%	
546 - 730 Days	3.17%	
730+ Days	3.18%	

Penalty for early withdrawal

<b><u>CDARS</u></b>	<b><u>Rate</u></b>
4 Weeks (28 Days)	3.35%
13 Weeks (91 Days)	3.30%
26 Weeks (182 Days)	2.90%
52 Weeks (364 Days)	2.75%
2 Years (728 Days)	2.73%
3 Years (1092 Days)	2.75%

CDARS orders must be placed by 12:00pm on Mondays for Thursday settlement

Penalty for early withdrawal

<b><u>Business Flex Checking</u></b>	<b><u>Rate</u></b>	
\$0-\$99,999.99	0.30%	
\$100,000-\$249,999.99	0.75%	
\$250,000-\$499,999.99	1.25%	
\$500,000-\$999,999.99	1.70%	
\$1,000,000-\$2,499,999.99	2.20%	
\$2,500,000+	2.80%	

<b><u>Insured Cash Sweep (ICS)</u></b>	<b><u>Rate</u></b>
ICS (0-\$499,999.99)	0.65%
ICS (\$500,000-\$999,999.99)	1.10%
ICS (\$1,000,000-\$2,499,999.99)	1.95%
ICS (\$2,500,000+)	2.70%

<b><u>Money Market Savings</u></b>	<b><u>Rate</u></b>	
\$0-\$99,999.99	0.35%	
\$100,000-\$249,999.99	0.85%	
\$250,000-\$499,999.99	1.30%	
\$500,000-\$999,999.99	1.70%	
\$1,000,000-\$2,499,999.99	2.05%	
\$2,500,000+	2.60%	

**FDIC Coverage for Government Entities:**

\$250,000 Checking  
\$250,000 Savings/CD  
\$500,000 total available  
CDARS and ICS fully FDIC Insured

CD interest is non-compounding and paid at maturity.

### Government Banking

<b>West Michigan</b>	<b>Southwest MI/Kalamazoo</b>	<b>East Michigan</b>
Jeff Case, ACPFIM 616.902.7493 jcase@ibcp.com	Jennifer Nemecek, CTP 269.599.2944 jnemecek@ibcp.com	Ben Stone, CTP, ACPFIM 248.743.7329 bstone@ibcp.com

TreasuryONE Support | 800.530.3719 | tm\_customer\_support@ibcp.com

# CITY OF CARO

MANAGER  
SCOTT CZASAK  
CLERK  
RITA PAPP  
TREASURER  
TAMMY RIES  
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  
KAREN SNIDER  
CITY COUNCIL  
EMILY CAMPBELL  
CHARLOTTE KISH  
DOREEN OEDY  
JILL WHITE  
HEIDI PARKER

TO: City Council  
City Manager – Scott Czasak  
FROM: Tammy Ries, Treasurer  
SUBJECT: Investment Maturing #2  
DATE: November 12, 2025

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The City of Caro has the following investment maturing as noted below:

Financial Institution	Current Term	Interest Rate	Current Balance	Maturity Date
LPL Financial	1 year	4.40%	\$130,000	11/30/2025

Below are the rates on offer as of 11/12/2025.

Financial Institution	Rate APY
LPL Financial	4.00%* Adjustable
Frankenmuth Credit Union	3.75%
Northstar Bank	3.45%
Independent Bank	3.40%

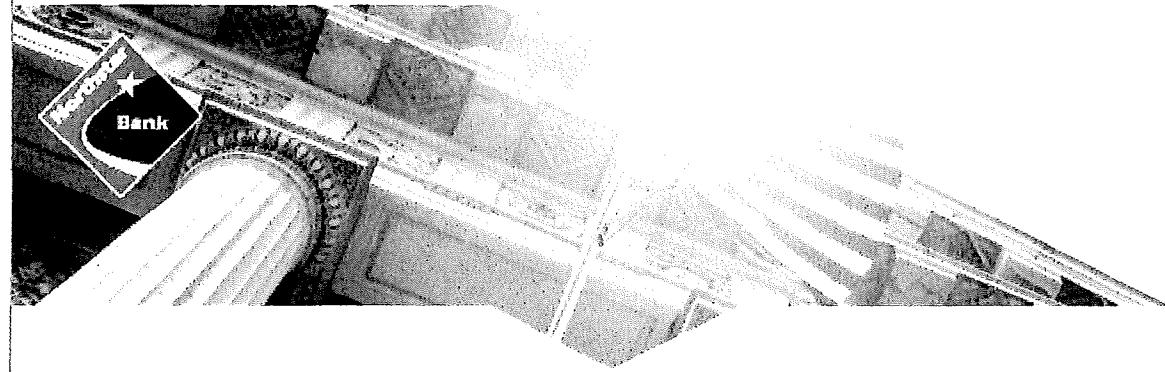
My recommendation is to leave the funds in an LPL money market account and monitor the rate.

Action:

Option 1: Move the CD into an LPL money market account in the amount of \$130,000 for 4.00% adjustable.

Option 2: Move the CD to Northstar Bank in the amount of \$130,000 for 3.45%.

Option 3: Choose another investment opportunity.



## WHO YOU BANK WITH MATTERS

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[Learn More](#)

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November 12 - 18, 2025

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# CITY OF CARO

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SCOTT R. CZASAK  
CITY CLERK  
RITA PAPP  
CITY TREASURER  
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CITY ATTORNEY  
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MAYOR  
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EMILY CAMPBELL  
VACANT  
CHARLOTTE KISH  
DOREEN OEDY  
HEIDI PARKER  
JILL WHITE

## MEMORANDUM

TO: Caro City Council  
FROM: City Manager Scott R. Czasak  
DATE: Wednesday, November 12, 2025  
RE: Agenda Item – Water Treatment Plant Media Replacement

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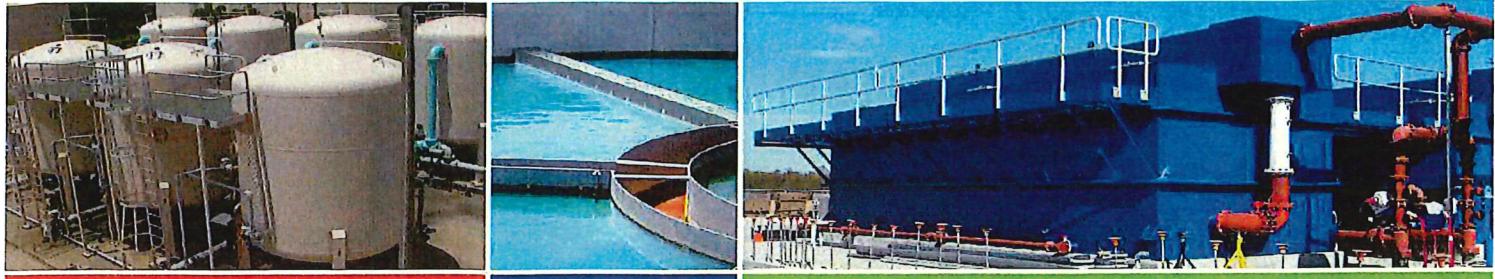
Members of the Caro City Council,

As you know, during the budget process, Council was informed that the failure of the actuators which regulate the water flow through the water treatment plant caused one of the 6 tank sections to have an erosion of the media from the section, resulting in the need for a replacement. Now that the actuators are installed and operational, the next step is to replace the media in the affected section.

Originally, we budgeted \$75,000.00 to replace the media, and fortunately the quote from TonkaWater to replace the media is \$49,800.00, well under budget. Further, according to DPW Superintendent Reese, he has high confidence that once the section of the tank is opened and the nature of the failure is seen, that the cost will actually be covered under a warranty. However, since that is not guaranteed, we do need to approve the cost of the repair in case it does not come under warranty. If it does, then the cost will not come to the City at all, but that determination cannot be made until work is authorized and the section opened for examination.

Options for motions are:

1. Motion to allow TonkaWater to replace the media in the affected section of the water treatment system for the quoted price of \$49,800.00 if not covered by warranty.
2. Postpone for further consideration.
3. Take no action.



## Quotation

Refurbishment of one filter cell  
Caro, MI  
Original job #05180

Addressee: *City of Caro, MI  
741 S Hooper Street  
Caro, MI 48723*

We are represented on this project by  
Joseph Moore, P.E.  
DuBois-Cooper Associates | 905 Penniman Ave. |  
Plymouth, MI 48170  
t: 734-455-6700, ext 3 | f: 734-455-6711 | c: 313-  
920-7064 | e: [jmoore@duboiscooper.com](mailto:jmoore@duboiscooper.com)



[www.duboiscooper.com](http://www.duboiscooper.com)

Quotation #: KATW101625-JWE-1  
Quotation Date: 10/17/25  
  
Quotation Expires: 30 Days

Kurita America Contact:  
Jeff Emerson  
6600 94<sup>th</sup> Ave. North  
Minneapolis, MN 55445  
USA  
1-800-530-1887  
[j.emerson@kurita-water.com](mailto:j.emerson@kurita-water.com)

## ABOUT KURITA AMERICA

Kurita America is a designer and manufacturer with 70 years of experience in providing customized water and wastewater systems to municipal and industrial customers with more than 2300 installations. Engineering cost-effective solutions for the most challenging surface water and ground water problems.

Key packaged solutions	Service packages and parts
<ul style="list-style-type: none"> <li>Clarification</li> <li>Membrane systems</li> <li>Filtration</li> <li>Ion Exchange</li> <li>Metals removal</li> </ul>	<ul style="list-style-type: none"> <li>Filter media replacement</li> <li>Original equipment manufacturer parts</li> <li>Full array of water related parts</li> <li>Troubleshooting</li> <li>Upgrades and refurbishment</li> </ul>

Kurita America Aftermarket Service and Sales is continually offering new products and services to extend equipment life, reduce water and energy usage, and replace end of life equipment.

### Refurbishments

- Turn-key services matching original specifications
- Simul-Wash™ – simultaneous air & water backwash system
- BLEU™ – low profile SS dual underdrain
- Uni-Cast™ Underdrain – pour in place
- Site-based services
- Underdrain nozzles and replacement
- System enhancements
- Design-Build-Operate-Maintain solutions for industrial water/wastewater facilities

### Media Replacement and Analysis

- Turn-key removal and installation
- Inventoried anthracite, Sand, garnet, gravel and greensand
- Disinfection services and media treatment services
- Meets AWWA and NSF standards

### Parts

- Full line of OEM parts
- Chemical feed equipment
- Valves and valve rebuild parts
- Stocked sealing and control components
- Aerator packing materials

### Automation and Controls

- Factory remote support and monitoring
- SCADA compliant and control
- Allen Bradley control upgrades, PLC & HMI and obsolete replacement
- Compliance reporting and trending
- Custom functional modification for ease of use like screens, tablets, PCs
- Security – firmware, smart switch

## Scope of Work

Kurita America has been requested to provide a quotation to provide the necessary internal components and labor associated to refurbish one filter cell for the city of Caro, MI original Tonka Water serial number 05180.

Project timeline is to have the material shipped in 8-10 weeks after the receipt of purchase.

## Key benefits of Kurita America for the Project

- Kurita America provided the original equipment and has the expertise to make key recommendations.
- Field Service Technicians with extensive equipment knowledge for start-up after repair.
- Certified contractors to perform removal and install of Kurita America equipment.
- Plant operation will run according to Kurita America Engineering design.

## Products Provided

### Filter Media

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- Kurita America is to provide new filter media. Media is to consist of exact replacement of the previously approved and installed filter media in accordance with AWWA B100-2016 specifications for filter material.
  - 15" layer of support gravel (including torpedo sand)
  - 30" layer of IMAR media
    - 18" sand
    - 12" anthracite
- All materials are to be shipped in one or half cubic foot bags and palletized.
- Freight to the jobsite is included.

### Filter Materials

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- Kurita America is to provide the following filter materials:
  - 108 Underdrain Nozzles
  - 2 Manway gaskets.
  - 3 Sample taps and media retaining nozzles
- Freight to the jobsite is included.

### Airwash Grids

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- Kurita America is to provide our proprietary airwash grid as a direct replacement of the existing airwash grid.
  - Kurita America is to provide new PVC airwash grids for the existing filter cell.
- Freight to the jobsite is included.

## Removal and installation Services

- Kurita America is to provide a high velocity high vacuum industrial vacuum truck operation for the removal of existing filter media from the one cell of the isolated horizontal pressure vessel. Once collected in the vacuum truck, the media will be taken to a designated area onsite assigned by City of Caro and disposed of by the customer.
- Kurita America offers an entire crew for the removal of the existing damaged media and the installation of the new media and graded gravels into the one cell of the isolated horizontal pressure vessel.
- Filter media will be installed in strict accordance with AWWA B100-2016 specifications for filtering material. All personnel involved in media installation are qualified under the confined space entry program. All personnel have received specified training according to OSHA25-SCFR 1910.120 including, but not limited to, confined space entry and rescue, fall arrest and lockout/tag out procedures and other specified training. Before entry into any confined space, the air will be monitored for appropriate oxygen and LEL levels. Upon completion of an air test, confined space entry permits will be filled out by the supervisor and posted near the entry point. An individual will be present at all times at the entry point.
- **Please note: If media has become solidified and/or calcified and cannot be lifted by a high velocity vacuum truck, additional labor and charges will apply.**
- **Please note: Due to any unforeseen circumstances, upon entry, if the condition of the vessels are worse than expected and require additional work upon review after media removal, additional charges and mobilizations may be necessary to complete the work, at which a change order for additional cost will be submitted to the customer for approval prior to completing work.**

## Limits of Scope

- Plant personnel are required to open vessel manways and reinstall manways
- Filter disinfection is required prior to putting the filter into service.
  - Any disinfection or saturation chemical is not included in this quote.
  - Chemicals need to be onsite prior to service visit/start-up.
  - System will require additional backwashing to remove chemical treatments.
- Kurita will need to be informed of any personnel protection equipment required and if any additional requirements are needed to enter the facility (i.e. Plant Safety requirements).

## Start-up Services

Kurita America's Service technician to be onsite for one day to ensure filter backwash sequence and flow rates are within specification. Additional inspection as time allows.

## Pricing

Pricing Table	
Gravels, media, nozzles, gaskets, airwash grids, freight	\$22,500.00
Removal and Installation labor	\$21,500.00
Kurita America Service Technician – start-up service	\$5,800.00
<b>TOTAL (USD)</b>	<b>\$49,800.00</b>

Kurita bases this proposal on the invoice schedule as shown below:

- 50% Upon Readiness of Shipment
- 40% Upon Mobilization of Crew
- 10% Retainage to be Paid no Later Than 30 Days After Completion

**Delivery:**

1. Shipment of equipment will be made in approximately 8-10 weeks after receipt of Purchase Order.
2. This quote is valid for 30 days.

The attached **CONDITIONS OF SALE AND WARRANTIES** that are incorporated herein.  
 For your convenience, this sheet may be used as your order for this equipment.

Items Ordered	Kurita America Inc.
P.O. Number	Purchase orders should be addressed to: <b>Kurita America Inc.</b> <b>6600 94<sup>th</sup> Ave. North</b> <b>Minneapolis, MN 55445</b>
Total Net Price	
Firm Name and Address	
By (Print)	
Signature	
Date	

**We do not include the following:**

1. Mechanical or electrical installation.
2. Unloading or rigging. The contractor must provide a suitable access to the jobsite.
3. On-site storage or protection of equipment.
4. Pipe, valves or fittings other than those specifically described herein.
5. Pipe supports or hangers.
6. Motor starters, motor controls, disconnects, or any other electrical equipment other than those specifically described herein.
7. Electrical wiring or conduit.
8. Chemical feed tubing, conduit piping, hangers or supports.
9. Pumps or pumping equipment other than those specifically described herein.
10. Concrete, concrete grout or rebar.
11. Disinfection or disinfection / start-up chemicals.
12. Lubricants.
13. Pneumatic tubing or conduit.
14. Control panel wall mounting material or hardware.
15. Anchor bolts or anchoring calculations, unless specifically described herein.
16. Any items not specifically described in this proposal.
17. Seismic design considerations of equipment unless otherwise noted.

**Notes:**

1. Equipment is quoted f.o.b. factory with full freight allowed to the jobsite.
2. Our proposal does not include any sales or use taxes.
3. If the above proposal includes valves, piping, etc., these are to be shipped loose for assembly and installation by others unless specifically noted to the contrary.
4. The attached Kurita America standard Terms and Conditions are incorporated by reference into this quotation, will be a part of any binding agreement between you and Kurita America, and cannot be modified by you whether by the terms of your purchase order or otherwise, except to the extent expressly accepted by Kurita America in writing. You agree to abide by the terms of Section 1 ("General"), Section 3 ("Quotations") and Section 17 ("Confidential Information") of the Kurita America standard terms and conditions with respect to the information contained in this quotation and any other information provided to you by Kurita America, regardless of whether you submit an order or whether you and Kurita America enter into a binding agreement regarding the purchase of the products described herein.
5. Please note that a copy of the contractor's payment and performance bond is required to be forwarded to us as a part of normal credit approval procedures.
6. Kurita America requires partial payments based on shipped material and purchaser's account being current prior to scheduling a field technician for equipment start-up.
7. Kurita America will provide field services as outlined above in this quotation. Kurita America's field service rate is \$1200.00 per day plus travel and per diem expenses. If Kurita America field service personnel arrive on-site after a schedule is established and the project is not ready for the intended services to be performed, Kurita America will invoice for additional days, if required. If the time required is greater than listed in this quotation, Kurita America will invoice purchaser at the above field service rate plus travel and per diem expenses.
8. This proposal meets the requirements of the American Iron and Steel (AIS) Act, if specified.
9. Kurita America's manufactured product as described in this proposal meets the requirements for Build America, Buy America (BABA), if specified.

## Conditions of Sale and Warranties

### 1. Exclusive Terms and Conditions

Together with any other terms the parties agree to in writing, these terms and conditions of sale form the exclusive terms ("Agreement") whereby Buyer agrees to purchase, and Seller agrees to sell goods and provide advice, instruction and other services in connection with the sale of those goods ("Services"). Notwithstanding any provisions communicated in any way by Buyer to Seller prior to this agreement including any terms contained in any request for quote by Buyer, Buyer agrees that this agreement will control the relationship by accepting goods and services from Seller, even if Buyer sends to Seller other terms and conditions to which Seller may not respond.

### 2. Buyer Obligations

Seller will not control the actual operation of either Buyer's systems or goods at the site, and unless otherwise specifically agreed in writing, installation of goods shall be the responsibility of Buyer. Goods and services provided hereunder are based upon the information Buyer makes available to Seller, and Seller reserves the right to utilize the most compact and feasible design compatible with sound engineering practices, and to make changes in details of design, construction and arrangement of goods unless precluded by limitations (including, but not limited to actual space and feed water/substance quality specifications) specified by Buyer in writing at the time an order is placed. If no such limitations are specified, Seller shall not be held responsible for incompatibility of the goods and services due to changes in feed water/substance quality specifications or site conditions nor for incompatibility with actual space or design limitations, which were not initially disclosed by Buyer and become apparent at a later date. For services to be accurate and goods to work as intended, Buyer must fulfill the following obligations ("Obligations"): (a) provide Seller complete and accurate information and data relevant to the scope of work to be provided, such as information related to Buyer's site conditions, systems, related equipment and processes, feed water or other substances to be treated or measured with the Goods, including any hidden, unapparent, or changing conditions that may affect the effectiveness of the Goods; (b) operate all related systems and the goods within the agreed to control parameters or, if none, within industry customary operating conditions; (c) maintain all related systems and Goods in good operating condition and repair; and (d) maintain and handle goods in a proper and safe manner. If Buyer's fails to fulfill the foregoing obligations, Seller shall be relieved of any obligations with respect to warranties or any other commitments made to Buyer in writing, and Seller shall have no liability for any loss, damage or injury which Buyer may sustain or for which Buyer may be liable.

### 3. Payment and Prices

Unless otherwise specified in writing in section 10 of this proposal document, payment is due net thirty (30) days from the date of Seller's invoice. If Seller shall have any doubt at any time as to Buyer's ability to pay, Seller may decline to make deliveries except on receipt of satisfactory security. The prices quoted herein do not include taxes. Buyer shall be directly responsible, and reimburse Seller, for the gross amount of any present or future sales, use, excise, value-added, or other similar tax applicable to the price, sale or delivery of any products or services furnished hereunder. Buyer shall furnish Seller with evidence of exemption acceptable to the taxing authorities if applicable. [For multi-year agreements, pricing stated shall remain firm for 12 months, after which Seller shall be entitled to adjust pricing upward on an annual basis according to the designated formula used by Seller in Buyer's country and which shall be notified to Buyer.] Unless otherwise specified, all prices are ExWorks Seller's facility. Buyer agrees to reimburse Seller for collection costs, including 2% interest per month, should Buyer fail to timely pay. Buyer shall have no rights to any setoffs of any nature relating to any payments due under the agreement.

### 4. Payment for Excessive Usage; Lost and Damaged Goods

If payment for goods is based on some factor other than the actual amount of goods delivered (e.g., payment is for a fixed amount, or based on usage or production), then Buyer agrees to pay for all Goods (a) consumed as a result of Buyer's failure to comply with obligations as set forth in Section 2; or (b) lost or damaged after delivery to Buyer. Buyer shall provide Seller all information necessary to calculate amounts due and enable Seller to audit those records.

### 5. Deliveries

Unless stated otherwise in the proposal, Seller shall deliver all products to Buyer EXW Seller's facility, place of manufacture, or warehouse, according to INCOTERMS 2000. Shipment dates, if applicable, noted in this proposal represent Seller's best estimate of probable delivery time considering conditions known at the time this Proposal was prepared. Upon acceptance of Buyer's purchase order or, where specified in the purchase order, upon receipt of Buyer's notification to proceed with fabrication of equipment that satisfies Seller's requirements for meeting the delivery schedule, Seller shall commence fabrication of equipment. The place of delivery specified therein shall be firm and fixed, provided that Buyer may notify Seller no later than 45 days prior to the scheduled shipment date of the products of an alternate point of delivery. Provided the parties agree a variation to take into account any additional cost [or delay] incurred by Seller in implementing this change, the alternate place of delivery shall become the agreed place of delivery for all purposes under this agreement.

#### **6. Consigned Goods**

Buyer shall bear all risk of loss and damage to all consigned goods in Buyer's possession or control, notwithstanding Buyer's exercise of reasonable care. Seller shall have the right to enter Buyer's premises at all reasonable times to inspect such Goods and related records. Upon request, Buyer agrees to return such goods to Seller pursuant to Seller's shipping instructions.

#### **7. Limited Warranties**

Seller warrants that the goods shall conform to published specifications and shall be free from defects in material and workmanship when at all times operated in accordance with Seller's written instructions; and that the services will be performed with the degree of skill which can reasonably be expected from a seller engaged in a comparable business and providing comparable services under comparable circumstances. Unless otherwise provided in any warranty schedule that may be attached hereto, the foregoing warranties are valid: (a) for chemicals and services, for 6 months from their date of delivery or the provision of Services; (b) for consumables, including filters and membranes, 12 months from their date of delivery, (c) for goods other than chemicals and consumables, the earlier of, 15 months from receipt, or 12 months from start-up/first use. Unless expressly agreed in a "performance warranty document" signed between the parties on a separate basis, there is no performance warranty on goods and services or warranty on process results. For goods not manufactured by Seller, the warranty shall be the manufacturer's transferable warranty only. Any claim for breach of these warranties must be promptly notified in writing or the claim will be void. Seller's sole responsibility and Buyer's exclusive remedy arising out of or relating to the goods or services or any breach of these warranties is limited to, at Seller's option: (a) replacement of non-conforming goods or refund of purchase price of the non-conforming Goods; and (b) re-performance of the services at issue, or a refund of the amount paid for the Services at issue. No allowance will be made for repairs or alterations made by Buyer without Seller's written consent or approval. Goods may not be returned to Seller without Seller's written permission. Seller will provide Buyer with a "return material authorization" number to use for returned goods. Buyer, as the original purchaser, is not entitled to extend or transfer this warranty to any other party. The foregoing warranties are in lieu of and exclude all other warranties, statutory, express or implied, including any warranty of merchantability or of fitness for a particular purpose.

#### **8. Use of Equipment, Tanks, and Containers**

Tanks and SBC's owned by Seller shall be used only for the storage of goods approved by Seller and, at Seller's request, shall be returned to Seller within thirty (30) days.

#### **9. Compliance with Laws; Permits**

Buyer is responsible for compliance with all laws and regulations applicable to the storage, use, handling, installation, maintenance, removal, registration and labeling of all goods from and after Buyer's receipt of the goods, as well as for the proper management and disposal of all wastes and residues (including containers) resulting from Buyer's use of the Goods. Buyer agrees to ensure that all Goods and Services provided to Buyer for export are exported only in compliance with applicable export control laws and regulations. Permits and licenses of a permanent nature, or which are required to operate apparatus or equipment or to use the Goods, shall be procured by Buyer at Buyer's sole expense.

#### **10. Installation**

For equipment purchase if applicable, installation costs of the equipment and materials supplied shall be the responsibility of the Buyer, unless otherwise provided within the Seller's proposal. Otherwise, unless stipulated in the Seller's proposal, Buyer agrees to pay for start-up supervision and operator instruction, at the Seller's prevailing rate per day. Buyer also agrees to pay reasonable expenses for transportation room and board for Seller's personnel. Standard terms of sale include two sets of operating instructions. If additional sets are required, they are available at an additional charge. Upon receipt of request for additional sets, a price quotation will be forwarded.

#### **11. Differing Site Conditions and Hazardous Materials**

In the event that Seller encounters any Hazardous Materials (shall mean toxic substances, hazardous substances, pollutants, contaminants, regulated wastes, or hazardous wastes as such terms may be defined or classified in any law, statute, directive, ordinance or regulations promulgated by any applicable governmental entity) at the Buyer's site, other than Hazardous Materials introduced by Seller or that are otherwise the express responsibility of Seller under this Agreement, Buyer shall immediately take whatever precautions are required to legally eliminate such hazardous conditions so that the Seller's work under this Agreement may safely proceed.

#### **12. Emergencies**

In the event an emergency condition should occur where the protection of either the plant equipment, employees at site, or the surrounding community are threatened, Seller may procure the required and necessary equipment, personnel, or subcontract support. Seller must provide immediate notice to Buyer regarding the emergency and then provide a report after reviewing the events and itemizing all expenditures. Buyer will reimburse Seller for all emergency related expenses.

### **13. Excusable Delay/Non-Performance**

Seller shall not be liable nor in breach or default of its obligations under this Agreement to the extent performance of such obligations is delayed or prevented, directly or indirectly, due to causes beyond the reasonable control of Seller, including, but not limited to: acts of God, fire, terrorism, war (declared or undeclared), epidemics, material shortages, insurrection, act (or omissions) of Buyer or Buyer's suppliers or agents, any act (or omission) by any governmental authority, strikes, labor disputes, transportation shortages, or vendor non-performance. The delivery or performance date shall be extended for a period equal to the time lost by reason of delay or non-performance, plus such additional time as may be necessary to overcome the effect of the delay or non-performance. If Seller is delayed by any acts (or omissions) of Buyer, or by the prerequisite work of Buyer's other contractors or suppliers, Seller shall be entitled to an equitable price and performance adjustment as applicable.

### **14. Confidentiality and Intellectual Property**

Both parties agree to keep confidential the other party's proprietary non-public information, if any, which may be acquired in connection with this Agreement. Buyer will not, without Seller's advance written consent, subject Goods to testing, analysis, or any type of reverse engineering. Seller retains all intellectual property rights including copyright which it has in all drawings and data or other deliverables supplied or developed under this Agreement, subject to Buyer's right to use such drawings and data for its own use without additional cost. Buyer acknowledges that Seller is in the business of selling the Goods subject to this Agreement and agrees that it will not file patent applications on the Goods, or processes and methods of using the Goods, without Seller's express written permission. Buyer further agrees that in any event any such patents will not be asserted against Seller or its customers based upon purchase and use of such Goods. Buyer shall be fully liable for any infringement of patent rights of third parties arising out of the products supplied hereunder where the construction, and other characteristics of such products including modification of the Goods and Services, is prescribed to the Seller, or completed independently, by the Buyer or agent(s). Buyer shall fully defend and indemnify the Seller in case of such claim(s). Any software Seller owns and provides pursuant to this Agreement shall remain Seller's property. Seller provides to Buyer a limited, non-exclusive and terminable license to such software for the term of this Agreement. Buyer agrees not to copy, sub-license, translate, transfer, reverse engineer, or decode the software. Unless otherwise expressly agreed by Seller, this license shall terminate and the software shall be returned to Seller upon termination of this Agreement, or the material breach of the terms in this section.

### **15. Limitation on Liability**

To the extent permitted by law, the total liability of the Seller for all claims arising out of or relating to the performance or breach of this Agreement or use of any Goods or Services shall not exceed the annual contract value of this Agreement. Seller shall not be liable for any advice, instruction, assistance or any services that are not required under this Agreement or for which Seller does not charge Buyer. In no event will either party be liable to the other for lost profits or revenues, cost of capital or replacement or increased operating costs, lost or decreased production, claims of Buyer's customers for such damages or any similar or comparable damages, or for any incidental, special, consequential or indirect damages of any type or kind, irrespective of whether arising from actual or alleged breach of warranty, indemnification, product liability or strict liability, or any other legal theory. If Buyer is supplying Seller's Goods or Services to a third party, Buyer shall require the third party to agree to be bound by this clause. If Buyer does not obtain this agreement for Seller's benefit for any reason, Buyer shall indemnify and hold Seller harmless from all liability arising out of claims made by the third party in excess of the limitations and exclusion of this clause.

### **16. Conflicts; Survival, Assignment**

If there is any conflict between this Agreement and any written proposal or quotation provided by Seller, then the terms and conditions set forth in the proposal or quotation shall prevail. If any term or condition of this Agreement or any accompanying terms and conditions are held invalid or illegal, then such terms and conditions shall be reformed to be made legal or valid, or deleted, but the remaining terms and conditions shall remain in full force and effect, and the Agreement shall be interpreted and implemented in a manner which best fulfills our intended agreement. This Agreement may only be assigned by Seller to any affiliate.

### **17. Termination and Cancellation**

This Agreement and any performance pursuant to it may be terminated or suspended by either party if the other party (a) is the subject of bankruptcy or insolvency proceedings; or (b) defaults in its material obligations under this Agreement, and such default is not cured within thirty (30) days. Upon the termination of this Agreement: (a) Buyer agrees to pay for all Goods in Buyer's possession or for which title has passed to Buyer, at current prices or at such other prices as have been agreed to in writing; and (b) all amounts owing, if any, for the equipment or tanks relating to those Goods shall immediately become due and shall be paid within thirty (30) days of receipt of an invoice. In the event of cancellation of an order by Buyer, a cancellation charge will be made against the Buyer, in proportion to the work completed by Seller, or obligated against the order, plus any cancellation charges assessed against Seller by Seller's suppliers.

**18. Governing Law and Dispute Resolution**

This Agreement shall be governed by the substantive laws of the State of Minnesota. The UN Convention on the International Sale of Goods shall not apply. In the event of a dispute concerning this Agreement, the complaining party shall notify the other party in writing thereof. Management level representatives of both parties shall meet at an agreed location to attempt to resolve the dispute in good faith. Should the dispute not be resolved within thirty (30) days after such notice, the complaining party shall seek remedies exclusively through arbitration. The seat of arbitration shall be the federal district court in Minneapolis, MN, and the rules of the arbitration will be the Commercial Arbitration Rules of the American Arbitration Association, which are incorporated by reference into this clause.

**19. Price Escalation and Tariffs**

Due to the current global trade environment, the Client acknowledges that certain goods and/or raw materials may be subjected to tariffs imposed on U.S. imports as a result of one or more executive actions taken by the President of the United States or by the act of Congress. Should such tariffs increase the procurement costs of Product(s) contemplated herein, including all changes and modifications to said tariffs as may be made from time to time (Applicable Tariffs), the Client agrees that the resulting increase in procurement cost shall be borne by the Client. If after the signing of this Agreement by both Parties any subsequent and/or change in Applicable Tariffs cause an increase in procurement costs related to Product(s), then the prices quoted herein may be adjusted by KAI. Any such price adjustment shall be limited to putting KAI into the same economic position it would have been in without the Applicable Tariffs. Prices for products unaffected by Applicable Tariffs shall not be subjected to the permitted adjustment under this paragraph.

# CITY OF CARO

CITY MANAGER  
SCOTT R. CZASAK  
CITY CLERK  
RITA PAPP  
CITY TREASURER  
TAMMY RIES  
CITY 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  
KAREN SNIDER  
CITY COUNCIL  
EMILY CAMPBELL  
VACANT  
CHARLOTTE KISH  
DOREEN OEDY  
HEIDI PARKER  
JILL WHITE

## MEMORANDUM

TO: Caro City Council  
FROM: City Manager Scott R. Czasak  
DATE: Wednesday, November 12, 2025  
RE: Agenda Item – Well 3 Change Order

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Members of the Caro City Council,

As you know, during the discussion in the Committee of the Whole meeting regarding water issues, that I would be bringing to Council change orders regarding WSP expanding their services at both well sites so we could move forward with the projects.

This change order enables WSP to act as our consultant for the bidding and drilling process for the Well 3 site, which due to EGLE regulations will be known as Well 10 when made operational again. Of note, when the original project to just develop the bid information was placed out for proposals, WSP was the only bidder. For this site they have quoted a price of \$62,302.50 for the change order. This would be paid for out of the \$200,000.00 the Council adjusted the Water Budget for Contracted Services a few meetings ago in anticipation of this project needing to move forward.

Options for motions are:

1. Motion to approve the change order from WSP to act as consultant for the bidding and construction phases of the Well 3 site for the quoted price of \$62,302.50.
2. Postpone for further consideration.
3. Take no action.



November 12, 2025

WSP USA, Inc.  
46850 Magellan Drive, Suite 190  
Novi, MI 48377  
[www.wsp.com](http://www.wsp.com)

Scott R. Czasak  
City Manager - City of Caro  
317 South State Street  
Caro, Michigan 48723

Re: Professional Services Fee Estimate  
Drilling, Aquifer Testing & Reporting  
Change Order #1  
City of Caro - Well #3A Site; Replacement Well #10  
Tuscola County, Michigan

Dear Mr. Czasak:

WSP USA, Inc. (WSP) is pleased to present this Change Order and Scope of Services and corresponding Professional Services Fee Estimate for professional services related to the completion of a hydrogeologic evaluation at the City's Well #3A site, in support of the Public Water Supply System (PWSS) for the City of Caro, Michigan (WSSN No. 01130). WSP has been assisting the City with groundwater supply evaluations since July 2022. Work completed to date at the Well #3A site included documentation of available hydrogeologic information, completion of a contaminant source inventory (CSI), preparation and submittal of a Well Replacement Work Plan, and attending a site walk with EGLE to review the Work Plan and the proposed replacement Type 1 well location. Based upon this work the City has decided to proceed with the installation and hydrogeologic evaluations of a replacement well (Well #10).

The Scope of Services presented herein is based upon the Work Plan that was submitted by WSP to EGLE on October 24, 2025. WSP is awaiting EGLE's approval of the Work Plan and is expected to receive a response in November 2025. The Scope of Services in this Change Order #1 is also based on information provided to WSP by the City of Caro, and information gathered during ongoing activities completed by WSP, along with input received from EGLE during a site inspection completed on October 21, 2025.

The City of Caro is primarily seeking to replace the well capacity (180-gallons per minute) of abandoned Well #3A. However, additional water production capacity, if determined to exist, may be pursued. Local hydrogeologic conditions, well isolation requirements, as well as quantity/volume, and water quality will need to be considered in the pursuit of this water supply. The following proposed Scope of Services has been requested to assist Caro in pursuing a replacement well (Well #10) at the Well #3A site.

#### **CHANGE ORDER SCOPE OF SERVICES**

- Follow up with EGLE regarding its approval of the Work Plan submitted on October 24, 2025.
- Prepare contractor bid specifications for the installation of a 5-inch observation well, installation of a 12-inch test/production bedrock well fitted with a screen, and completion of aquifer performance testing, and water quality testing.

- Assist the City with bid evaluations and make recommendation for driller selection.
- Coordinate well drillers site activities with the City and EGLE.
- Observe the installation and development of an observation well (OW-1).
- Complete preliminary short-term (4-hour) aquifer specific capacity testing on the newly drilled observation well (OW-1).
- Make recommendations, if appropriate, for the installation of replacement well #10.
- Observe the installation and development of a 12-inch bedrock well (#10) fitted with a well screen.
- Complete the required long-term (24-hour) aquifer performance testing using on the newly drilled production well (#10) using OW-1 as an observation well.
- Complete required Type I test/production well analytical water quality testing in accordance with EGLE's Chemical Monitoring Requirements for New Community Water Supply Wells (updated March 2024).
- Prepare and submit Type 1 Water Supply Evaluation Report to EGLE for review and approval.

#### **PROFESSIONAL FEES**

WSP is prepared to begin with following up with EGLE regarding its approval of the Work Plan for PW #10 and preparing bid specifications and bid package immediately upon authorization. WSP's budget to complete the Scope of Work is \$62,302.50 on a time and material basis in accordance with the attached Fee Schedule.

This Change Order is based upon the following items:

- EGLE approves October 24, 2025 Work Plan.
- Changes to the Work Plan are not required by the City nor EGLE.

No work will be performed outside of this change order/scope of work without your verbal or written authorization. If this Change Order #1 is acceptable, please sign the authorization below and return a copy to WSP to authorize the Scope of Services for this project in accordance with our existing Terms and Conditions previously agreed upon for this project, including the attached rates. We look forward to providing you with assistance with this project. Please feel free to contact Rob DeWyre at (517) 404-0586 if you have any questions.

**WSP USA, Inc.**

By:



11/12/25

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Originator  
Rob DeWyre, CPG  
Vice President - Geologist

**City of Caro, Michigan**

By:

---

Name & Title

---

Signature

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Date



## FEE SCHEDULE FOR PROFESSIONAL SERVICES

	<u>Hourly Rate</u>
<b><u>Engineers, Geologists, Scientists, and Technical Specialists*</u></b>	
Project Director/Subject Matter Expert	\$290
Principal	\$260
Senior Associate	\$225
Associate/Senior Project Manager	\$205
Senior Professional II/Project Manager	\$190
Senior Professional/Project Manager	\$175
Project Professional II/Project Manager	\$150
Project Professional/Project Manager	\$135
Staff Professional III	\$125
Staff Professional II	\$115
Staff Professional I	\$105
<b><u>Technical Support</u></b>	
Manager/Senior Designer/CADD/GIS	\$165
Senior CADD/GIS Technician	\$145
CADD/GIS Technician	\$115
Project Assistant	\$120
Administrative/Clerical	\$100
<b><u>Construction Inspection/Administration</u></b>	
Senior Construction Manager/Resident Inspector	\$220
Construction Manager/Resident Inspector	\$195
Resident Inspector	\$165
Construction Inspector	\$135
Senior Lab/Field Technician II	\$120
Senior Lab/Field Technician I	\$106
<b><u>Expenses</u></b>	
Vehicles (Rental at Cost, or Mileage)	@ IRS Rate
Subcontractors and Reimbursable Expenses	15%

\* Legal Services - Mediation, Deposition, Court Appearances – hourly rates plus 25%

# CITY OF CARO

CITY MANAGER  
SCOTT R. CZASAK  
CITY CLERK  
RITA PAPP  
CITY TREASURER  
TAMMY RIES  
CITY ATTORNEY  
LAURA GENOVICH

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MAYOR  
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CITY COUNCIL  
EMILY CAMPBELL  
VACANT  
CHARLOTTE KISH  
DOREEN OEDY  
HEIDI PARKER  
JILL WHITE

## MEMORANDUM

TO: Caro City Council  
FROM: City Manager Scott R. Czasak  
DATE: Wednesday, November 12, 2025  
RE: Agenda Item – Well 6 Change Order

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Members of the Caro City Council,

As you know, during the discussion in the Committee of the Whole meeting regarding water issues, that I would be bringing to Council change orders regarding WSP expanding their services at both well sites so we could move forward with the projects.

This change order enables WSP to act as our consultant for the bidding and drilling process for the Well 6 site, which due to EGLE regulations will be known as Well 9 when made operational again. Of note, this would restart a previously agreed upon contractual relationship we had with WSP that lapsed when the Well 9 site was determined to not be suitable as a twin for Well 6. For this site they have quoted a price of \$44,177.50 for the change order. As less work is needed for this site as we already have more of the required test wells dug this job is less intensive than the Well 3 site. This would be paid for out of the \$200,000.00 the Council adjusted the Water Budget for Contracted Services a few meetings ago in anticipation of this project needing to move forward.

Options for motions are:

1. Motion to approve the change order from WSP to act as consultant for the bidding and construction phases of the Well 6 site for the quoted price of \$44,177.50.
2. Postpone for further consideration.
3. Take no action.



November 12, 2025

WSP USA, Inc.  
46850 Magellan Drive, Suite 190  
Novi, MI 48377  
[www.wsp.com](http://www.wsp.com)

Scott R. Czasak, MPA  
City Manager  
City of Caro  
317 South State Street  
Caro, Michigan 48723

Re: Professional Services Fee Estimate  
Drilling, Aquifer Testing & Reporting  
Change Order #5  
City of Caro – Mary Jane Road Site; Replacement Well #9  
Tuscola County, Michigan

Dear Mr. Czasak:

WSP USA, Inc. (WSP) is pleased to present this Change Order and revised Scope of Services and corresponding Professional Services Fee Estimate for professional services related to the completion of a hydrogeologic evaluation at the Mary Jane Road well site, in support of the Public Water Supply System (PWSS) for the City of Caro, Michigan (WSSN No. 01130). WSP has been assisting the City with water supply evaluations since July 2022. Work completed to date at the Mary Jane Well Site included the completion of a pilot boring, and installation and hydrogeologic evaluations of test/observation well (OW-1). Based upon this work the City has decided to proceed with the installation and hydrogeologic evaluations of a replacement well (Well #9).

This scope of work presented herein is based upon the Work Plan that was submitted by WSP to the Michigan Department of Environment, Great Lakes, and Energy (EGLE) on July 25, 2023, and later approved by EGLE on August 23, 2023. The scope of work in this Change Order #5 is also based on information provided by the City of Caro, and information gathered during ongoing activities completed by WSP, along with input received from EGLE during a site inspection completed on October 21, 2025.

Discussions with EGLE during the site inspection resulted in a revision to alter the proposed replacement well location, update laboratory testing constituents for water samples, and using existing inoperable production Well #6 as an observation well versus installing a second observation well. These revisions were submitted to EGLE on October 27, 2025. The City and WSP are currently waiting to receive EGLE's approval of the Work Plan revisions.

The City of Caro is primarily seeking to replace the well capacity of inoperable Well #6. However, additional water production capacity, if determined to exist, may be pursued. The proposed scope of work (SOW) for this Change Order #5 is presented below.

#### **CHANGE ORDER SCOPE OF SERVICES**

- Follow up with EGLE regarding revised location for test well (PW-9) and aquifer test modifications and seek EGLE's approval.
- Revise contractor bid specifications for the installation of a 16-inch test/production well PW-9, and associated aquifer performance testing.
- Assist City with bid evaluations and make recommendation for driller selection.

- Coordinate well drillers site activities with the City and EGLE.
- Observe, install, and develop test/production well (PW-9).
- Coordinate and observe the completion of a 24-hour aquifer performance testing using on newly drilled test/production well (PW-9).
- Collect groundwater samples and submit to qualified analytical laboratory for EGLE required Type I test/production well analytical water quality testing in accordance with EGLE's *Chemical Monitoring Requirements for New Community Water Supply Wells* (updated March 2024).
- Prepare and submit Type 1 Water Supply Evaluation Report to EGLE for review and approval.

#### **PROFESSIONAL FEES**

WSP is prepared to begin with following up with EGLE regarding the revised location for PW-9 and preparing revised bid specifications and bid package immediately upon authorization. WSP's budget to complete the Scope of Work is \$44,177.50 on a time and material basis in accordance with the attached Fee Schedule.

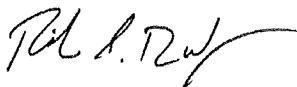
This Change Order is based upon the following items:

- EGLE approves the revised workplan items in WSP's October 27, 2025, submittal.
- Changes to the approved, other than the above item, workplan are not required by the City nor EGLE.

No work will be performed outside of this change order/scope of work without your verbal or written authorization. If this change order is acceptable, please sign the authorization below and return a copy to WSP to authorize the revised scope for this project in accordance with our existing Terms and Conditions previously agreed upon for this project, including the attached rates. We look forward to providing you with assistance with this project. Please feel free to contact Rob DeWyre at (517) 404-0586 if you have any questions.

**WSP USA, Inc.**

By:



11/12/25

Originator

Rob DeWyre, CPG

Vice President - Geologist

**City of Caro, Michigan**

By:

Name & Title

Signature

Date



## FEE SCHEDULE FOR PROFESSIONAL SERVICES

	<u>Hourly Rate</u>
<b><u>Engineers, Geologists, Scientists, and Technical Specialists*</u></b>	
Project Director/Subject Matter Expert	\$290
Principal	\$260
Senior Associate	\$225
Associate/Senior Project Manager	\$205
Senior Professional II/Project Manager	\$190
Senior Professional/Project Manager	\$175
Project Professional II/Project Manager	\$150
Project Professional/Project Manager	\$135
Staff Professional III	\$125
Staff Professional II	\$115
Staff Professional I	\$105
<b><u>Technical Support</u></b>	
Manager/Senior Designer/CADD/GIS	\$165
Senior CADD/GIS Technician	\$145
CADD/GIS Technician	\$115
Project Assistant	\$120
Administrative/Clerical	\$100
<b><u>Construction Inspection/Administration</u></b>	
Senior Construction Manager/Resident Inspector	\$220
Construction Manager/Resident Inspector	\$195
Resident Inspector	\$165
Construction Inspector	\$135
Senior Lab/Field Technician II	\$120
Senior Lab/Field Technician I	\$106
<b><u>Expenses</u></b>	
Vehicles (Rental at Cost, or Mileage)	@ IRS Rate
Subcontractors and Reimbursable Expenses	15%

\* Legal Services - Mediation, Deposition, Court Appearances – hourly rates plus 25%

## HELP US HELP YOU

The City of Caro has received several complaints regarding stray and/or feral cats. This is a tough issue considering animal control and animal shelter is a Tuscola County responsibility, which falls under the Board of Commissioners. The city has absolutely no staff to capture these cats and even if we did, we have no place to house them. It would be irresponsible on our part to create an ordinance knowing we are unable to enforce it.

Feral, stray and pet cats are all members of the same species. Stray cats and feral cats are also different from each other in relationship to their interactions with people. A socialized cat is one that enjoys companionship with people and allows the human to touch them. They understand human sights, smells and sounds. They are used to being snuggled by people. A stray cat is a cat who lived indoors and enjoyed being around humans but has left or lost its home or was abandoned by their humans. Over time a stray cat becomes a feral cat if not returned to the human within a short period of time. A feral cat is an unsocialized outdoor cat who has either never had any physical contact with humans, or human contact has been diminished over a long period of time. Most feral cats are fearful of people and not likely to ever become a lap cat or indoor cat. The best way to determine what cat you are dealing with is that a stray cat may approach people, houses, porches or even cars. A feral cat will not approach and will likely seek hiding places to avoid people.

In most instances, no matter what type of cat you are dealing with, they are searching for food, water and/ or shelter. If they find what they are looking for they will hang out there. Once you feed a cat, they are likely to return in numbers.

If you have a family cat(s) please try to keep them on your property. Be conscious of other people's feelings. They may not like cats or your cats running around their property.

There are ways to repel cats: Citrus or lemon scents (orange or lemon peels), ammonia, vinegar, coffee grinds, pipe tobacco, mustard, citronella, eucalyptus, rosemary and thyme.

Trap-Neuter quickly stabilizes feral cat populations by ending a female cat's productive cycle. Eliminates or reduces nuisance behaviors such as roaming, spray/ markings by a male, fighting and noisy mating encounters.

Michigan Legislature - Section 750.50b clearly states that killing or torturing animals in the first degree is a felony.

Please do not do any of the following:

- a. Use poisons or any toxic contaminants
- b. Shoot them, even with non-lethal ammunition or pellet guns
- c. Use any aggressive dogs or animals to harm them
- d. Use inhumane traps or glue traps
- e. Any other action that is killing or torturing an animal

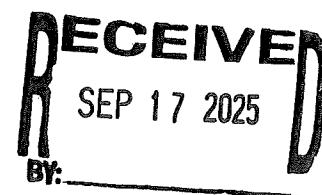
To Whom it May Concern,

I am expressing interest in the vacant council seat. I would like to help guide the city forward. If appointed to the vacant seat I will have the city's best interest at heart, please keep that in mind when voting on my application to fill the seat.

Respectfully,



Logan Carpenter  
654 Meek st  
989-670-6773



**RESOLUTION NO. 2025-9**

**CITY OF CARO**

**RESOLUTION TO CALL A SPECIAL ELECTION TO FILL A VACANCY ON THE  
CITY COUNCIL**

At a meeting of the City Council of the City of Caro (“City”), Tuscola County, Michigan, held at the City Hall in the City on the \_\_\_\_\_ day of \_\_\_\_\_, 2025, at 6:30 p.m.

**PRESENT:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

The following Resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_.

**WHEREAS**, a vacancy exists on the City Council of the City of Caro, Michigan, as provided under Section 5.6 of the Charter of the City of Caro; and

**WHEREAS**, Section 5.9 of the Charter requires the City Council to fill such a vacancy by appointment within 60 days of its occurrence, and the Council has been unable to do so within the prescribed timeframe; and

**WHEREAS**, Section 4.5 of the Charter authorizes the City Council to call a special election by resolution at least 70 days in advance or as otherwise required by law, stating the purpose thereof; and

**WHEREAS**, Section 641(3) of the Michigan Election Law (MCL 168.641) mandates that special elections, except those called by the governor to fill a vacancy or by the legislature for a constitutional amendment, or under specific school district circumstances, shall be held on a regular election date, including the first Tuesday after the first Monday in May of each year; and

**WHEREAS**, May 5, 2026, being the first Tuesday after the first Monday in May, is a regular election date under MCL 168.641, and the City Council determines that holding a special election on this date is necessary to fill the vacancy and ensure representation for the citizens of Caro; and

**WHEREAS**, Section 4.2 of the Charter provides that the general election statutes, including the Michigan Election Law, apply to and control all procedures relating to city elections, including qualification of electors, establishment of precincts, verification of petitions, registration of voters, and voting hours;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Caro, Michigan, as follows:

1. A special election is hereby called to fill the vacancy on the City Council, to be held on May 5, 2026, at which the qualified electors of the City of Caro shall elect a person to serve the unexpired term of the vacant office.

2. The City Clerk is directed to coordinate with the Tuscola County Clerk, pursuant to MCL 168.646a and MCL 168.29, to prepare and distribute ballots, voter lists, and all necessary election materials, and to ensure compliance with the notice requirements of Section 4.6 of the Charter and MCL 168.653a.

3. Nominations for candidates to fill the vacancy shall be made by petition, in accordance with Sections 4.8, 4.9, and 4.10 of the Charter and MCL 168.542–168.558, with filing deadlines to be set consistent with MCL 168.644e, adjusted for the special election date of May 5, 2026.

4. The Election Commission, as established under Section 4.13 of the Charter, shall oversee the conduct of the special election in accordance with the Charter and applicable law.

5. This resolution shall take effect immediately upon its adoption.

RESOLUTION ADOPTED.

YES: \_\_\_\_\_

NO: \_\_\_\_\_

STATE OF MICHIGAN )

)

COUNTY OF TUSCOLA )

I, the undersigned, the duly qualified and acting City Clerk of the City of Caro, Tuscola County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the City Council of said City at a meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

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Rita Papp, City Clerk

# CITY OF CARO

CITY MANAGER  
SCOTT R CZASAK  
CITY CLERK  
RITA PAPP  
CITY TREASURER  
TAMMY RIES  
CITY ATTORNEY  
LAURA GENOVICH

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MAYOR  
KAREN SNIDER  
CITY COUNCIL  
EMILY CAMPBELL  
CHARLOTTE KISH  
DOREEN OEDY  
HEIDI PARKER  
JILL WHITE  
VACANCY

**TO:** City Council  
**FROM:** Karen Snider – Mayor  
**SUBJECT:** Mayor's Report  
**DATE:** November 17, 2025

On November 2, 2025, I presented Michael Laethem with a Certificate of Service Recognition on behalf of the City of Caro. Michael Laethem served on the Caro Planning Commission for over 14 years. During that time he demonstrated great knowledge and experience to enhance our community. His residence has changed to Caseville and therefore, he resigned from the commission. His business remains in Caro and so does his desire to do other things for the city.

It was exciting to see the reopening of the Oasis after completing their big project. I attended their Ribbon cutting on November 6, 2025 and was greeted by Lisa Fields and other staff. The Oasis is located at 261 N. State Street, Caro, MI.

I attended Caro Rotary Club on November 10, 2025 and the speaker was John Boggs from Tuscola County Veterans Affairs (TCVA). He served in the US Army. His office is located at 1309 Cleaver Road, Ste B. Caro, MI in with the Tuscola County Health Department. It is a place where veterans of all generations including family members and caregivers can get information regarding veteran services and resources. TCVA helps veterans and surviving spouses apply for healthcare benefits, compensation, pension and addresses many other concerns.

I attended the Downtown Development Authority (DDA) meeting on November 12, 2025.

I attended the Planning Commission public hearing held on November 12, 2025. It was for an Adult-Use and Medical Marihuana Application for Emerald Acres, LLC – 1075 S. Colling Road.

The 2025 Michigan Association of Mayors Institute is November 13 and 14 and I will be attending as well as Charlotte Kish, Mayor Pro Tem. We will be updated on the importance of parliamentary procedure, the role of a Mayor (CEO), core policies, update on Open Meetings Act, artificial intelligence (AI) in local government and much more. Parliamentary procedure to is help the Mayor (chair) run a smoother meeting. It helps control council debates and helps the chair control problems and interruptions that can complicate items.

Mayor Karen Snider

# CITY OF CARO

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SCOTT R. CZASAK  
CITY CLERK  
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JILL WHITE

## MEMORANDUM

TO: Caro City Council  
FROM: City Manager Scott R. Czasak  
DATE: Wednesday, November 12, 2025  
RE: City Manager's Report

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Members of the Caro City Council,

As we reach the midpoint of November our minds inevitably turn to thoughts of turkey and all the fixings which are in most of our futures, while making sure we keep a firm eye on what is going on here in Caro as we enter the holiday season.

Firstly, I would like to update Council on the Wastewater Treatment System project. There was a monthly project update meeting the first week in November where I asked some pointed questions as the project seems to be behind schedule. As suspected it is, the reasons given were mostly due to issues obtaining supplies given the underlying issues in the supply chain, as well as discovering some issues were worse than anticipated during the construction process. It is estimated that we are 60-90 days behind schedule, however, I was assured we would remain under the budget of the loan and the delay should not affect that in any way. Sally Duffy from HRC will be coming to a December Council meeting at my request to provide Council a full briefing and update, however I can report to Council of the approximately \$11 million for the project as of this writing we have spent \$2,905,557.98 on construction through E&L, and \$695,565.18 for HRC to act as our engineers for the project, for a total of \$3,601,123.16.

Next, the M-81 rail project is moving along, I have heard that they might not need the full two weeks to complete the project, but as of this writing I have not been told anything definitive one way or the other. While it would be nice to have State Street reopened sooner, I would be satisfied with the project being done in the announced time and not go over.

Looking forward, Council can anticipate votes on the design and construction engineering for the Sherman Street project, a 3-year contract for planning and zoning consulting services, and a renewal of the Exchange Club's lease to manage the forest off M-24, as well as a revised Electronic Sign Ordinance as we look to wrap up 2025, December and January are usually slower so I look forward to ending 2025 strong and kicking off a great 2026!



## Memorandum

To: Mr. Scott Czasak, MPA, CPM, PDM, City of Caro City Manager

From: Sally Duffy, P.E.

Date: November 13, 2025

Subject: Caro WWTP Improvements Project  
SRF # 5881-01; Status Update

HRC Job No. 20221089

As discussed today, the Caro WWTP Improvements Project has encountered some changed conditions and additional work items that were not in the original scope of work. The Project will require an extension in schedule and there have been some additional costs, but HRC and the Contractor, E&L Construction Group, continue to look for opportunities to keep the Project within the originally approved loan amount. The following describes some of the key issues encountered to date:

**SCADA Work:**

Prior to this Project going to bid, the former Superintendent advised HRC that the required upgrades to the Supervisory Control and Data Acquisition (SCADA) hardware and software would be paid for separately, outside of the WWTP Project. We understand that Council later requested this work be instead incorporated into the WWTP Project. These SCADA upgrades are essential so that all the new control panels being installed at the remote lift stations will be able to communicate back to the WWTP. This change added approximately \$90,000 to the Project.

**Lift Station No. 8 Changes:**

The Michigan Department of Environment, Great Lakes and Energy (EGLE) required the City's splash pad located near the Fairgrounds to drain to the City's Wastewater Treatment Plant (WWTP) when in use. This was a change made in EGLE's permits for splash pads after the original Project went to bid and required the pumps and piping at the new Lift Station No. 8 near the Fairground to be increased in capacity, which resulted in an additional cost of approximately \$25,000.

In addition, we are currently reviewing the work required to replace the existing gravity sewer along Park Drive from M-81 to the Fairgrounds. During preliminary work, it was found there was a commercial property and residential property sharing a sanitary lateral that is failing and will therefore require replacement with new, separate leads to each property.

**WWTP Additional Work:**

1. There was a leak in a previously repaired construction joint in the Equalization Basin at the WWTP causing an unpermitted discharge. The City received a quote for the repair from an outside contractor, but the WWTP Project's concrete subcontractor was able to provide a much more favorable price, so this will be added to the WWTP Project at a cost of approximately \$7,000.
2. The new digester mixing pumps required a design change as the model selected during design was no longer offered, requiring the piping be adjusted to accommodate the new layout. This cost was approximately \$16,000.
3. During work in the existing chlorine contact channel, the existing gates that are used to block off flow were found to be inoperable and required replacement. The added cost is approximately \$28,000.
4. The electrical equipment that will serve the new ultraviolet disinfection equipment was inspected during design and thought to be adequate to support the new equipment. During installation the electrical subcontractor found evidence of recent issues that require corrective action. We anticipate an additional cost of around \$25,000 to investigate and revise the equipment.

5. We are currently working with staff to get pricing to replace the raw sewage pumps at the WWTP. One pump is no longer operable, and given the age of the equipment, it may be more efficient to replace additional pumps at this time. HRC is currently requesting pricing for this.

Project Credits:

All parties on this Project understand the Council's desire to remain within the original budget for the Project, so opportunities for credits by being more efficient, deleting work that can be completed later and/or encountering more favorable conditions that anticipated have resulted in the following credits to the Contract to date. We continue to look for additional opportunities to offset the previously described additional work items.

1. We have eliminated replacement of the existing pumps at Lift Station #2 from the Project. After looking in more detail at the existing equipment, it appears the wrong size pumps may have been installed previously, and it may be better to convert this lift station from a "canned" station to a submersible station, which could be completed at a later date. This would provide a more comprehensive upgrade to the station and would result in a much more efficient station. This cost savings to the Project for deleting the new pumps was approximately \$25,000.
2. There were some new flow meters included in the Project for existing lift stations that currently do not have flow meters. It was determined that these were currently not essential and could be completed later if still desired. The cost savings for this change was approximately \$25,000.
3. When revising the chlorine contact channel, we determined that some existing baffles in the channel could remain in place without impacting the new ultraviolet equipment, so this work was removed from the Project for a savings of approximately \$15,000.
4. The Contractor is currently performing concrete repair work, and while there may be some additional work required due to worse than anticipated conditions, we have also found areas that are in better condition than anticipated, and it currently appears there may be a net credit for this work.

Project Delays:

The new grit removal system has encountered supply chain issues and is now scheduled to be delivered around January of 2025. There was also a delay in receiving the new control panel for the new Lift Station No. 8, which has delayed the start of construction on the sewer work along Park Drive near the lift station. The control panel is now expected to arrive in January, and so the sewer work will now be completed in early spring. The Project's completion date was therefore revised from April 24, 2026 to June 8, 2026.

Unfortunately, there are limited suppliers for control panels for these pump stations, and the panels include a number of individual components that may each encounter supply chain issues in completing the panels. This delay also affects delivery and installation of the control panels at the other lift station sites.

Potential Impact on the SRF Financing from EGLE:

EGLE understands that changes will be required during construction, particularly for improvements to existing facilities. They have therefore included a 6% contingency in the loan above the original Project Cost to allow for changes such as those described in this memo. EGLE also will review any schedule changes and may request additional information if they do not see work continuing at an acceptable pace, but there is no hard deadline for Project completion.

The City was awarded an SRF loan amount of up to \$11,140,000, which includes the Contractor's bid price, bond and counsel costs, design and construction engineering, and the 6% contingency. The Contractor's bid price was approximately \$8.7M. EGLE reviews and approves all requests for cost adjustments to ensure they are eligible for inclusion in the loan and also reviews requests for schedule extensions. As you know, we discussed the information in this memo with EGLE's project manager, David Worthington, at a meeting today, and he had no concerns with the Project at this time.

# CITY OF CARO

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JILL WHITE  
VACANT

**TO:** City Council/City Manager  
**FROM:** Rita Papp – City Clerk  
**SUBJECT:** Clerk's Report  
**DATE:** November 17, 2025

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- Posted council vacancy in paper, social media, and website. I received one more letter of interest, September 17, 2025. The 70-day deadline to call an election in May 2026 is February 24, 2026, per County Clerk Jodi Fetting Rynearson.
- Looking into a MAMC ADA grant for handicap accessibility for elections. We are eligible for up to \$10,000.00. Grant has been applied for. Looking to upgrade the entrance facing State Street with handicap buttons.
- Open Enrollment for all full-time employees is currently in process, November 1 – 30, 2025. Insurance rates are increasing by 8.5% in 2026.
- WWTP Operator Position, New Hire Marshall Terbush started on October 27, 2025.
- Applied for 3 MMRMA grants. Drone, Tasers, and MACP (Michigan Association of Chiefs of Police Training). Total requested: \$32,687.72. Once grants are received, a budget adjustment to the expense line will be requested.
- Working with Randy Whittaker, R&R Tech to stream council meetings. He is looking at YouTube and how to implement it. Still in process.
- Scheduled training with Scott for the new website, December 5 & 12, 2025.
- Posted an Office Assistant/Administrative Professional position due to the retirement of Terry Ewald effective January 2, 2026. Cover Letter and resumes are due to Tammy Ries by November 30, 2025.
- Attended Tuscola County Clerk's Association Meeting November 13, 2025 & Tuscola County Canvassers Meeting November 13, 2025.
- Posted bids on Bidnet for Engineering Services – Sherman Street, Biosolids Management, & Planning and Zoning Consulting Services.

# CITY OF CARO

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TO: City Council  
City Manager – Scott Czasak  
FROM: Tammy Ries, Treasurer  
SUBJECT: Treasurer's Report  
DATE: 11/12/2025

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The Treasurer's office has been working hard on taxes. We have prepared and mailed the final bills for sidewalk repairs. We have also been preparing the winter tax bills.

On November 10<sup>th</sup>, I attended a Treasurer's meeting at the county's new People's Building. It was a very informative meeting that helped a lot toward preparing for winter taxes.

Terry, in the front office, will be retiring on January 2<sup>nd</sup>. Be sure to stop by the office and wish her well.

In addition to these items, the following tasks have been completed:

- Reconciled Bank Accounts
- Reconciled Investment Accounts
- Prepared Financial Statements and Reports
- Completed Journal Entries for interest, bank fees, and various other financial transactions
- Allocated taxes collected
- Assisted at the Front Desk during lunches and vacations, ensuring smooth operations
- Assisted Residents with a variety of questions and concerns, providing timely and accurate information