

**REGULAR MEETING OF THE CARO CITY COUNCIL**  
**April 21, 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 April 21, 2025, at 6:30 p.m. in the Council Chambers.

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

Absent: None

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

**AGENDA APPROVAL**

**25-M-74**

**Motion by White, seconded by Campbell to approve the agenda as presented with additions of: Resident Public Comment Letter – Item # 2, Public/Council Comment, 2025 Sidewalk Improvement Program & Special Assessment and Amended Motion – Item # 6, 2025 Fire Hydrant Purchase.**  
**Motion Carried.**

**PUBLIC COMMENT – AGENDA ITEMS ONLY:**

None

**COMMUNICATIONS:**

1. Charter Communications – Upcoming Changes
2. Planning Commission Meeting Minutes – April 8, 2025
3. Law Enforcement Memorial Service – May 7, 2025

**CONSENT AGENDA:**

1. Regular Council Meeting Minutes – April 7, 2025
2. Council Committee of the Whole Minutes – April 10, 2025
3. Invoices
4. Department Reports
  - A. Police Report – Chief Brian Newcomb
  - B. Fire Report – Chief Randall Heckroth
  - C. Code Enforcement Report – Randall Heckroth – No report

**25-M-75**

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

**REGULAR AGENDA:** (action required)

1. Open Public Hearing – 2025 Sidewalk Improvement Program & Special Assessment  
**Mayor Karen Snider opened the public hearing at 6:39 p.m.**
2. Public/Council Comment – 2025 Sidewalk Improvement Program & Special Assessment  
**A letter dated April 11, 2025 from Elroy Kosters was read into the record by Clerk Rita Papp.**
3. Close Public Hearing - 2025 Sidewalk Improvement Program & Special Assessment

**25-M-76**

**Motion by Parker, seconded by Kish to close the public hearing at 6:58 p.m.**  
**Motion carried.**

4. Council Action - 2025 Sidewalk Improvement Program & Special Assessment

**25-M-77**

**Motion by Oedy, seconded by Campbell to approve the 2025 Sidewalk Improvement Program & Special Assessment as presented.**

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

**Motion carried.**

5. 2025 Sidewalk Improvement Program Bids

**25-M-78**

**Motion by Kish, seconded by Oedy to accept the bid from Mike's Landscaping for 2025 Sidewalk Special Assessment Project for \$133,970.00 and instruct the City Manager to sign all necessary documents to complete the project including a change order in an amount not to exceed the cost of \$201,100.56 and instruct the City Treasurer to adjust the Fiscal Year 2024/2025 budget as necessary to account for the final cost of the project.**

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

**Motion carried.**

6. 2025 Fire Hydrants Purchase

**25-M-79**

**Motion by Campbell, seconded by Hutchison to authorize the purchase of 9 fire hydrants from Michigan Pipe & Valve for the quoted amount of \$34,560.00.**

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

**Motion carried.**

7. Accessory Building Ordinance Recommendation

**25-M-80**

**Motion by Hutchison, seconded by Kish to place the proposed Accessory Building Ordinance on the Council Meeting Agenda for First Reading at the Monday, June 16, 2025, City Council Meeting.**

**Motion carried.**

8. PT Code Enforcement Officer Budget Adjustment Request

**25-M-81**

**Motion by Oedy, seconded by White to instruct the City Treasurer to increase the Fiscal Year 2024/2025 budget by \$6,496.00 in the Code Enforcement Wages and \$496.94 in the Code Enforcement Payroll Taxes lines as required to hire a Part Time Code Enforcement Officer at \$28.00 per hour, up to 29 hours per week.**

**Motion carried.**

9. Investment Maturing #1

**25-M-82**

**Motion by Campbell, seconded by Oedy to keep the CD in the amount of \$251,476.86 at Independent Bank for a 6-month term at 3.85%.**

**Motion carried.**

10. Investment Maturing #2

**25-M-83**

**Motion by Campbell, seconded by Oedy to keep the CD in the amount of \$251,383.07 at Independent Bank for a 6-month term at 3.85%.**

**Motion carried.**

11. Investment Maturing #3

**25-M-84**

**Motion by Hutchison, seconded by Kish to keep the CD in the amount of \$254,759.26 at Frankenmuth Credit Union for a 7-month term at 4.08%.**

**Motion carried.**

12. FY 2025-2026 Budget Proposal & Capital Improvements Program

**Scott Czasak – City Manager presented the FY 2025-2026 Budget Proposal & Capital Improvements Program to council.**

**Budget Workshops are scheduled for May 12, 2025 at 6:00 p.m. & May 15, 2025 at 6:00 p.m.**

**ITEMS PENDING/POSTPONED:** None

**COMMITTEE/LIAISON POSITION REPORTS:**

1. Economic Development Corporation (Mayor Snider) – Meeting is forthcoming.
2. Chamber of Commerce (Manager) – Update given Citizen of the Year Award recipients, Anderson, Tuckey Bernhardt, Doren will be handling their financials, New directors were elected, and discussed upcoming events.
3. Downtown Development Authority (Kish) – Approved the employment agreement with Paige Rushlo.
4. Fair Board (Oedy) – Fair Board thanked the council for working on the camping ordinance, discussed a memorial for Dick Fullmer, discussed changes for the fair including a special needs day, change time of the rides, changes in senior day to include grandstand.

5. Parks & Recreation (White) – Had a successful Easter Egg Hunt, Spring clean up is April 26, 2025 at 9:00 a.m., discussed tennis courts and pickle ball courts, canoe launch, sand volleyball pit adjustments, disc golf updates, placed flags for tree planting, Arbor Day tree planting event is scheduled for April 26, 2025 at 10:00 a.m.
6. Planning Commission (Hutchison) – Discussed zoning ordinances for camping, accessory buildings, drive throughs, and postponed discussion on electronic signs.
7. Tuscola County Board of Commissioners (Parker) – No report
8. Zoning Board of Appeals (Mayor Snider) – No meeting

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

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

Discussed the status on the camping ordinance and presented a template of the new website.

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

Discussed the status of hiring Seasonal Workers.

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

**ADDITIONAL PUBLIC COMMENT:**

Councilor Jill White – Inquired on placing on the next agenda – Rowe Engineering as the Contract Engineer for the City of Caro.

**25-M-85**

**Motion by Hutchison, seconded by Campbell to adjourn the meeting at 8:17 p.m.**

**Motion carried.**

Rita Papp  
City Clerk