

REGULAR MEETING OF THE CARO CITY COUNCIL
May 15, 2023, 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 May 15, 2023, at 6:30 p.m. in the Council Chambers.

Present: Mayor Karen Snider, City Council: Emily Campbell, Bob Eschenbacher, Pamela Iseler, Charlotte Kish, Doreen Oedy, and Jill White

Absent: None

Others: Scott Czasak – City Manager, Rita Papp – City Clerk, Michele Perry – City Treasurer, Thomas Reese – DPW Superintendent, David Dienes II – WWTP Superintendent, Lauren Amellal – Director of Development & Strategic Initiatives and other guests

AGENDA APPROVAL

23-M-100

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

Motion Carried.

PUBLIC COMMENT/VISITORS:

Ron Stimson – Spoke on a property issue. Referred to City Manager.

PRESENTATION:

1. MMR 4th Quarter Report – Phil Petzold
Phil Petzold thanked the council for their financial support for the last year.
2. Drinking Water State Revolving Fund (DWSRF) & Public Comment – Michael Carpenter, Rowe Engineering
Mike Carpenter distributed a sign in sheet for the presentation.
Public Comment: Tanya Batschke inquired on the benefit, cost, and the impact on water bills for city residents. Lauren Amellal inquired if Gilford Road was included in the project.

COMMUNICATIONS:

1. The City Manager distributed an invitation to the Open House at the New Caro Center to Council Members.

CONSENT AGENDA:

1. Regular Council Meeting Minutes – May 1, 2023
 2. Special Council Meeting Minutes – May 3, 2023
 3. DDA Meeting Minutes – April 12, 2023
 4. Invoices
 5. Department Reports
 - A. Police Report – Chief Brian Newcomb
 - B. Fire Report – Chief Randall Heckroth
 - C. Code Enforcement Report – Randall Heckroth
 - D. Director of Public Works Report – Tom Reese
 - E. WWTP – David Dienes II
 - F. Municipal Parking Violations Bureau Report – Rita Papp
 - G. Director of Development & Strategic Initiatives Report – Lauren Amellal
- Councilor Kish – Inquired on Farmer's Market Registration Revenue vs. Expenses.

23-M-101

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

Motion Carried.

REGULAR AGENDA: (action required)

1. Resolution Adopting a Final Project Planning Document for Water System Improvements and Designating an Authorized Project Representative

23-M-102

Motion by Eschenbacher, seconded by Kish to accept and approve the Resolution Adopting a Final Project Planning Document for Water System Improvements and Designating an Authorized Project Representative.

Roll call vote: Campbell – yes, Eschenbacher – yes, Iseler – yes, Kish – yes, Oedy – yes, White – yes, Mayor Snider – yes.

Motion carried.

2. Ribbons Request – Human Development Commission – Elder Abuse Awareness Month – June 2023

23-M-103

Motion by Eschenbacher, seconded by Iseler to allow Human Development Commission (HDC) to place Elder Abuse Awareness ribbons in the month of June in consultation with the city.

Motion carried.

3. Police Chief Employment Contract 2023-2026

23-M-104

Motion by Eschenbacher, seconded by Campbell to allow the City Manager and Mayor to sign the contract with Brian Newcomb to continue as Police Chief as presented.

Roll call vote: Eschenbacher – yes, Iseler – yes, Kish – yes, Oedy – yes, White – yes, Campbell – yes, Mayor Snider – yes.

Motion carried.

4. Parks & Recreation Committee Appointments
Mayor Snider appointed Robert Scheil & Rocco Borg to the Parks & Recreation Committee.

23-M-105

Motion by Kish, seconded by Campbell to approve the appointments of Robert Scheil & Rocco Borg to the Parks & Recreation Committee.

Motion carried.

5. Certificate of Deposit Report

23-M-106

Motion by Eschenbacher, seconded by Campbell to approve City Treasurer to close the Certificate of Deposits at Huntington Bank and open a savings and insured cash account at State Savings Bank

Motion carried.

6. Write off Utility Bill

23-M-107

Motion by Kish, seconded by Eschenbacher to authorize City Treasurer to pay the Utility Bill from the General Fund in the amount of \$1,446.04.

Motion carried.

7. Fee Schedule Resolution

23-M-108

Motion by Eschenbacher, seconded by Campbell to adopt the Resolution Setting Administrative Fee Schedules for Fiscal Year 2023-2024 with amendments.

Roll call vote: Iseler – yes, Kish – yes, Oedy – yes, White – yes, Campbell – yes, Eschenbacher – yes, Mayor Snider – yes.

Motion carried.

ITEMS PENDING/POSTPONED: None

COMMITTEE/LIAISON POSITION REPORTS:

1. Economic Development Corporation (Mayor Snider) – Refer to Mayor's report.
2. Chamber of Commerce (Manager) – Attended monthly meeting, discussed membership, Officers were re-elected.
3. Downtown Development Authority (Kish) – City Manager reported. DDA opened lawn care bids & adopted social media policy.
4. Fair Board (Iseler) – Projects the fair board is working on are purchasing bleacher sections, maintenance on the track, prisoner work program, horse barn eaves, tree trimming and tree removal. The Fair Board donated to DDA flowers, received grant for lighting, will set out tables with umbrellas for the Fair, Relay for Life is September 23, 2023.
5. Parks & Recreation (White) – Re-Opening of Beith Park Event is May 25, 2023. Picnic tables, trash cans, & bike rack have been purchased. The sand volleyball courts project is under discussion.
6. Planning Commission (Eschenbacher) – City Manager reported. Topic discussed was the 25-year flood requirements.
7. Tuscola County Board of Commissioners (Iseler) – Special Election is scheduled for August 8, 2023 for the Tuscola County Jail. Commissioners approved an increase in travel rate reimbursements.
8. Zoning Board of Appeals (Mayor Snider) – No meeting.
9. Indianfields Township (Manager) – Topics discussed were: Medical marijuana, fire contract, Washburn Road project, & laptop purchase.
10. Almer Township (Campbell) – Topics discussed were: An update on the soccer fields, signed the fire contract, & Cleaver Road property sold.

MAYOR'S REPORT – Written report submitted.

MANAGER’S COMMENTS – Written report submitted.

Additional information: City Manager is responsible for annually opening marijuana licenses & renewal licenses.

CLERK’S REPORT – Written report submitted.

Additional information: Received notice that the grant for Clerk’s Institute for both Clerk and Deputy Clerk has been approved.

TREASURER’S REPORT – Written report submitted.

ADDITIONAL PUBLIC COMMENT:

Tanya Batschke – Inquired on Small Claims court process. Referred to City Manager.

Mike Carpenter – Gave an update on the parking lot behind municipal hall.

Councilor Kish – Distributed City Manager evaluation forms to Council. The deadline to turn in to Clerk Papp or Councilor Kish is May 23, 2023.

23-M-109

Motion by Eschenbacher, seconded by Campbell to adjourn the meeting at 8:10 p.m.

Motion carried.

Rita Papp
City Clerk