

CITY OF CARO REGULAR COUNCIL MINUTES

Mayor Joe Greene called the regular meeting of the City Council to order on October 17, 2022, at 6:30 p.m. in the Council Chambers.

Present: Mayor Joe Greene, City Council: Bob Eschenbacher, Emily Campbell, Don Hall (arrived 6:36 p.m.), Pamela Iseler, Tisha Jones and Jill White

Absent: None

Others: Lauren Amellal – Interim City Manager/Director of Development & Strategic Initiatives, Rita Papp – Clerk, Michele Perry – Treasurer, Brian Newcomb – Police Chief, Ken Fields – WWTP and other guests

AGENDA APPROVAL

22-M-224

Motion by Eschenbacher, seconded by Campbell to approve the agenda with the additions of:

Regular Agenda: #6 – Tuscola County ISD Annexation Update, #7 – Mr. Asphalt Skip Patching Quote Update.

Closed Session was requested by Pamela Iseler. More information is needed before a Closed Session can be requested for next meeting.

Motion Carried.

PUBLIC COMMENT/VISITORS: None

PRESENTATION

1. Tri-Star Trust – Jane Hagen

City of Caro Pension Plan – Jane Hagen and Stephanie Anderson from Tri-Star Trust gave an overview of the pension plan and explained that the net assets of the plan. The investments are 60% stocks and 40% bonds.

22-M-225

Motion by Eschenbacher, seconded by Hall to continue our investment policy to include 60% stocks and 40% bonds.

Motion Carried.

COMMUNICATIONS

1. Caro Historical Home Tour
2. New Caro Hospital Site Visit Invitation
3. Parks & Recreation Minutes – August 17, 2022 (amended)
4. Parks & Recreation Minutes – September 20, 2022

CONSENT AGENDA:

1. Special Council Minutes – September 26, 2022
2. Special Council Minutes – September 27, 2022
3. Regular Council Minutes – October 3, 2022
4. Special Council Minutes – October 11, 2022
5. Invoices
6. Department Reports
 - A. Police Report – Chief Brian Newcomb
 - B. Fire Report – Chief Randall Heckroth

- C. Code Enforcement – Randall Heckroth
- D. Director of Public Works Report – Tom Reese
- E. WWTP – Ken Fields
- F. Municipal Parking Violations Bureau Report – Jennifer Trahan
- G. Director of Development & Strategic Initiatives Report – Lauren Amellal

22-M-226

Motion by Eschenbacher, seconded by Campbell to approve the consent agenda as presented including invoices and amendments to September 26, 2022 & October 3, 2022 minutes.

Motion Carried.

REGULAR AGENDA: (action required)

1. Old LED Sign
Item removed from agenda.
2. Resolution Showing Appreciation to William Bortel – Planning Commission

22-M-227

Motion by Eschenbacher, seconded by Jones to approve the Resolution Showing Appreciation to William Bortel for his Service on the Planning Commission.

Roll call vote: Campbell – yes, Eschenbacher – yes, Hall – yes, Jones – yes, Iseler – yes, White – yes, Mayor Greene – yes.

Motion carried.

3. Acting City Clerk Stipend

22-M-228

Motion by Iseler, seconded by White to deny the recommendation of the City Clerk to compensate Jana Brown, Deputy Clerk \$200.00 per week as Acting City Clerk during the City Clerks absence.

Roll call vote: Eschenbacher – no, Hall – yes, Jones – no, Iseler – yes, White – yes, Campbell – no, Mayor Greene – yes.

Motion carried.

4. Renewal of Lease with Pitney Bowes (postage)

22-M-229

Motion by Eschenbacher, seconded by Hall to approve and authorize the City Treasurer to enter into a lease agreement with Pitney Bowes for a five-year period at \$169.32 per month for a quarterly payment of \$507.96.

Motion carried.

5. HRC – WWTP Infrastructure Update

22-M-230

Motion by Eschenbacher, seconded by Campbell to approve and disperse the RFG (Request for Quote) on the Wastewater Treatment Plant and authorize the completion of the Letter of Intent to be completed by the City Manager with the assistance of Rowe Engineering.

Motion carried.

6. Tuscola County ISD Annexation Update

22-M-231

Motion by Hall, seconded by White to authorize the City Treasurer to draft a letter notifying Tuscola County Intermediate School District that their water rates will change to “out of city” water rates as of the first billing in 2023.

Roll call vote: Hall – yes, Jones – no, Iseler – yes, White – yes, - Campbell – yes, Eschenbacher – yes, Mayor Greene – yes.

Motion carried.

7. Mr. Asphalt Skip Patching Quote Update.

22-M-232

Motion by Hall, seconded by Iseler to approve and accept the updated quote from Mr. Asphalt for skip patching in the amount of \$46,242.20.

Motion carried

ITEMS PENDING/POSTPONED: Parks & Recreation Committee Fencing Quotes
CDL Licensing
DPW Parking Lot Quotes

COMMITTEE/LIAISON POSITION REPORTS:

1. Economic Development Corporation (Greene) – Meeting was Wednesday morning. EDC is reviewing applications for grants.
2. Chamber of Commerce (Manager) – Chamber of Commerce is in the process of forming committees for events. Reviewing applications for their open position. Performed a few ribbon cutting ceremonies. Discuss the Caro Cash program returning.
3. Downtown Development Authority (Hall) – No meeting.
4. Fair Board (White) – Working on upgrades to the buildings.
5. Parks & Recreation (White) – Meeting is Tuesday night. Fall clean up at the fairgrounds is November 5, 2022.
6. Planning Commission (Eschenbacher) – No meeting.
7. Tuscola County Board of Commissioners (Jones) – No update.
8. Zoning Board of Appeals (Greene) – No meeting.
9. Indianfields Township (Greene) – Their audit was presented. Working on new trails for the parks. New roofs were placed on buildings in their parks.
10. Almer Township (Campbell) – No update.

MAYOR'S REPORT – Written report submitted

MANAGER'S COMMENTS – Written report submitted

CLERK'S REPORT – Written report submitted

Highlighted: Clerk mandated pre-election weekend hours are November 5, 2022 from 7:00 a.m. – 3:00 p.m.

TREASURER'S REPORT – Written report submitted

ADDITIONAL PUBLIC COMMENT:

Tanya Batschke – Asked on update on New City Manager hiring process. Disagrees with decision on Deputy Clerk stipend.

Mike Carpenter, Rowe Engineering – Met with Lauren Amellal to discuss the grant process for the WWTP upgrades. Explained to Council the process for the RFQ regarding the WWTP. Rowe Engineering will be completing the Letter of Intent for the RFQ. Discussion followed.

Councilor Pam Iseler – Commented on her request for a Closed Session regarding Personnel Issue.

Councilor Tisha Jones – Stated to Council to move on to the future and don't dwell in the past.

Ken Fields – WWTP – Commented on the duties of the City Manager, City Clerk, and City Treasurer.

Councilor Pam Iseler – Commented on the importance of understanding the Charter and duties of each person.

Councilor Emily Campbell – Commented on the Council – Manager form of government and the importance of the accountability of this type of government.

Lauren Amellal – Commented on proper council communication.

Michele Perry – Treasurer – Commented on the confusion of Council communications with employees.

Karen Snider – Explained in detail about how the Charter works. All statutory duties of the Clerk and Treasurer are monitored by Council and administrative day-to-day may be monitored by Manager.

Tanya Batschke – Asked how much more work will Jana be required to do in the Clerks absence.

Steve Campbell – Asked if she has to do the Clerk's job.

22-M-233

Motion by Eschenbacher, seconded by White to adjourn the meeting at 9:02 p.m.

Motion carried.

Rita Papp
City Clerk