

REGULAR MEETING OF THE CARO CITY COUNCIL
November 6, 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 November 6, 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, and other guests.

AGENDA APPROVAL

23-M-213

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

Motion Carried.

PUBLIC COMMENT/VISITORS: None

PRESENTATION:

1. Hubbell, Roth, & Clark Presentation – Sally Duffy
2. Columbia Street Rehabilitation Project – Mike Carpenter, Rowe Engineering
 - Mike Carpenter presented the Columbia Street Rehabilitation Project and answered questions from the public and Council Members.

COMMUNICATIONS:

1. Planning Commission Meeting Minutes – Unapproved, August 8, 2023
2. Parks & Recreation Committee Meeting Minutes – Unapproved, October 17, 2023
3. Thank You – Delores Tait (Mother of Councilor Charlotte Kish)
4. Thank You Letter - Frankenmuth Bible Church

CONSENT AGENDA:

1. Regular Council Meeting Minutes – October 16, 2023
2. Invoices

23-M-214

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

Motion Carried.

REGULAR AGENDA:

1. Gingerbread Festival Road Closures

23-M-215

Motion by Eschenbacher, seconded by Kish to approve & authorize the requested road closures for the Gingerbread Festival as presented.

Motion carried.

2. Banner Request – Gingerbread Festival

23-M-216

Motion by White, seconded by Campbell to approve the Banner Request from Gingerbread Festival, November 20, 2023 – December 2, 2023, pending payment of \$150.00.

Motion carried.

3. Re-Appointments – City of Caro Boards & Committees

23-M-217

Motion by Kish, seconded by Campbell to approve & authorize the Re-Appointments as presented.

Parks & Recreation Committee:

Sue Ellen Greenlee – 3-year term to expire November 2026.

Tanya Batschke – 3-year term to expire November 2026.

Planning Commission:

Mike Laethem – 3-year term to expire November 2026.

Art Rolland – 3-year term to expire November 2026.

Zoning Board of Appeals:

Brian Wilson – 3-year term to expire November 2026.

Downtown Development Authority

Thomas Bardwell - 4-year term to expire November 2027.

Motion carried.

4. Bunker Gear – Fire Department

23-M-218

Motion by Eschenbacher, seconded by Iseler to approve the purchase of 4 Sets of Fire Fighter Bunker Gear from The Municipal Emergency Services at a cost not to exceed \$12,400.00.

Motion carried.

5. DPW Roof Bids

23-M-219

Motion by Iseler, seconded by White to approve and accept the bid from Marlette Roofing to repair and replace the roof at the DPW Facility per the bid documents in the amount of \$189,200.00, authorize the City Manager to sign all necessary documents to execute the bid, and instruct the City Treasurer to adjust the Fiscal Year 2023/2024 budget as required to facilitate this project at bid cost.

Motion carried.

6. City Hall Roof Bids

23-M-220

Motion by Iseler, seconded by White to approve and accept the bid from Marlette Roofing to repair and replace the roof at City Hall per the bid documents in an amount of \$28,960.00, authorize the City Manager to sign all necessary documents to execute the bid, and instruct the City Treasurer to adjust the Fiscal Year 2023/2024 budget as required to facilitate this project at the bid cost.

Motion carried.

7. Well # 9 Bids

23-M-221

Motion by Iseler, seconded by Eschenbacher to approve and accept the bid from Cribley Drilling Co. Inc., to drill the test well at the Well # 9 site for a total bid amount of \$256,363.61, authorize the City Manager to sign all necessary documents to execute the bid and instruct the City Treasurer to adjust the Fiscal Year 2023/2024 budget as required to facilitate Phase 1 of the project at the bid cost.

Motion carried.

8. Planning Commission Appointments

23-M-222

Motion by Kish, seconded by Eschenbacher to approve the appointment of Chad Fields to the Planning Commission for a partial 1-year term to expire November 2024.

Motion carried.

9. Downtown Development Authority Appointment

23-M-223

Motion by Kish, seconded by Campbell to approve the appointment of Susan Holder to the Downtown Development Authority for a 4-year term to expire November 2027.

Motion carried.

10. Write Off of Accounts Receivable

23-M-224

Motion by Kish, seconded by Campbell to approve the City Treasurer to write off the outstanding accounts receivable balances in the total of \$750.00 due to the debtors being deceased.

Motion carried.

11. Huntington Bank transfer to Independent Bank CDARS

23-M-225

Motion by Eschenbacher, seconded by Oedy to approve the City Treasurer to transfer \$1.03 million from Huntington Bank to Independent Bank CDARS account at an estimated rate of 4.6% for 26 weeks.

Motion carried.

ITEMS PENDING/TABLED: None

COMMITTEE/LIAISON POSITION REPORTS: None

MAYOR'S REPORT – Written report submitted.

MANAGER'S COMMENTS – Written report submitted.

The next Planning Commission Meeting will be November 28, 2023, to discuss a re-zoning request.

CLERK'S REPORT – Written report submitted.

ADDITIONAL PUBLIC COMMENT:

Councilor Pam Iseler – Inquired on the change of account numbers on reports.

Councilor Bob Eschenbacher – Commented on the completion of the demolition of the old police department.

Councilor Charlotte Kish – Distributed City Manager Evaluation forms to the Council Members. Turn into the City Clerk by November 17, 2023. Also reiterated the Code of Ethics Ordinance, Section 2.2 & 2.9. Asked the Council to review these sections.

City Manager Scott Czasak – Announced the Open House for Hills and Dales Clinic on November 10, 2023, at 11:30 am.

23-M-226

Motion by Eschenbacher, seconded by Kish to adjourn the meeting at 8:15 p.m.

Motion carried.

Rita Papp
City Clerk