

AGENDA
REGULAR MEETING OF THE CARO CITY COUNCIL
JANUARY 2, 2024, 6:30 P.M.

CALL TO ORDER (Pledge of Allegiance)

AGENDA APPROVAL

PUBLIC COMMENTS

PRESENTATION: None

COMMUNICATION:

1. Downtown Development Authority Meeting Minutes – December 13, 2023
2. Parks & Recreation Committee Meeting Minutes – December 19, 2023
3. Thank You Card – Caro Chamber of Commerce
4. State Historic Preservation Office Letter

CONSENT AGENDA:

1. Regular Council Meeting Minutes – December 18, 2023
2. Invoices

REGULAR AGENDA:

1. Resolution Establishing Election Commission & Approve Election Inspector Pay
2. Purchase Order Approval (2) – 2023 Chev. Tahoe Insurance Claim
3. Investment Change
4. City Manager Goals

ITEMS PENDING/POSTPONED: None

MAYOR’S REPORT – Written report submitted.

MANAGER’S REPORT – Written report submitted.

CLERK’S REPORT – Written report submitted.

ADDITIONAL PUBLIC COMMENTS

ADJOURN
.....

MINUTES
CITY OF CARO DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING
DECEMBER 13, 2023- NOON

CALL TO ORDER:

Chairman Whittaker called the meeting to Order at 12:04pm on December 13, 2023, in the City of Caro, Council Chambers.

Present: Chairman Randy Whittaker, acting Council Liaison, Mayor Karen Snider, Susan Holder, Sonya Otremba, Robert Wolak, DDA Director, Lauren Amellal.

Absent: Thomas Bardwell, Evan Osentoski, Charolette Kish, Ross Downing, Richard Ransford.

Others Present: Julie Matusic, City Clerk Rita Papp, City Treasurer Michele Perry, Jill White, Karim Amellal.

APPROVAL OF AGENDA:

Motion by Wolak to approve the agenda as presented, seconded by Otremba. Motion carried.

PUBLIC COMMENT: NONE

PRESENTATION:

1. Tuscola County Pumpkin Festival
Julie Matuszak, a representative of the festival, presented a verbal summary of the 2023 event, and announced the upcoming pancake breakfast fundraiser on January 13, 2024, at the American Legion.

APPROVAL OF MINUTES:

Motion by Wolak to approve the regular meeting minutes from November 8, 2023, as presented, seconded by Otremba. Motion carried.

FINANCIAL REPORT:

Motion by Wolak to receive and file the October 2023 financial report as presented, seconded by Holder. Motion carried.

MINUTES
CITY OF CARO DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING
DECEMBER 13, 2023- NOON

BUSINESS ITEMS:

1. DDA 2024 Meeting Schedule

Motion by Otremba to recommend to City Council for approval of dates as presented, seconded by Holder. Motion carried.

OTHER BUSINESS:

1. Wayfinding Signs: no update.

EXECUTIVE DIRECTOR REPORT:

1. Written report submitted. Amellal gave a verbal review of highlights.

COUNCIL LIASON REPORT:

1. Acting Council Liaison, Mayor Snider, gave a verbal report of City Council projects.

PUBLIC COMMENTS:

Susan Holder made a board comment regarding posting the agenda packet online, and about grants for businesses.

Karim Amellal commented about the possibility of a tourist information booth for public information.

ADJOURN:

Motion by Holder to adjourn the meeting at 12:52pm, seconded by Snider. Motion carried.

Respectfully Submitted

DDA Executive Director

Lauren M. Amellal

Parks and Recreation Committee December 19 Meeting Minutes

Present: Sean Smith, Jeff Hartel, Colleen Russell and Robert Scheil
Absent: Sue Ellen Greenlee, Tanya Batschke, Jill White and Rocco Borg

Also Present: Karen Snider and Scott Czasak

- I. **Call meeting to Order** - 5:35 pm
- II. **Pledge of Allegiance**
- III. **Approval of Agenda** - Motion by Colleen; 2nd by Jeff Motion passed 4-0
- IV. **Public Comment** - None
- V. **Approval of Minutes:**
 - a. Corrections to November minutes
 1. Minutes should have said City Manager Scott Czasak has 1 year remaining on his contract not that he received a 1 year extension on his contract.
 2. Correct spelling should be Karly Creguer not Carly Craguer.
 - b. Motion by Colleen to accept amended minutes; 2nd by Sean Motion passed 4-0
- VI. **City Council Liaison Report**
 - a. MSU Extension - Reanna Wilkerson
 1. Has a WNEM interview about Self Defense program (grades 7 - 12)
 2. Maple Syrup program begins in January (grades 4 and up)
 3. Participating in many professional development activities during the month of January.
 - B. City Manager Report - Scott Czasak
 1. Financial report included in committee packet of information
 2. Bid packet for Sand Volleyball will be put out for bid within the next day or two. Bids are due on January 30. A Pre-bid meeting will take place on January 2 at 10:00 am.
- VII. **Committee Reports** - None

VIII. **New Business**

a. Elections -

Chair - Motion by Jeff; 2nd by Robert to nominate Sean Smith for Chair. Sean was appointed 4-0.

Vice-Chair - Motion by Colleen; 2nd by Sean to nominate Robert Scheil for Vice Chair. Robert was appointed 4-0.

Secretary/Treasurer - Motion by Jeff with (no 2nd needed) to nominate Jeff Hartel for Secretary/Treasurer. Jeff was appointed 3-1.

b. January Meeting Rescheduling - due to a conflict with January's meeting date, it was motioned by Sean and 2nd by Colleen to change the Parks and Rec Committee Meeting to January 23 at 5:30 pm.

IX. **Old Business**

a. Sled Lending Library - a local resident has expressed interest in helping plan and construct this project. This individual will design it and work with Tanya on a final design. The design will be given to Scott Czasak before construction begins.

b. 2024 Calendar of Events - Discussion took place on assigning dates for Parks and Rec events. The plan/desire is to have a committee member be the lead person for each event. Committee members were encouraged to bring 2024 dates to the January meeting for discussion. A final document will then be put together with most, if not all; events listed with dates.

c. Biannual 5 Year Plan Review - Ideas for short term, intermediate and long term activities, events or capital improvements should correspond with the 5 Year Plan. Please think about ideas to improve the community and bring them to the January meeting for discussion.

X. **Additional Public Comment** - Karen clarified something that was mentioned earlier in the meeting. She discovered that it is OK for a committee member to "Motion to Approve" the previous meetings minutes even if that member was not present at the previous meeting.

XI. **Adjournment** - Motion by Colleen and 2nd by Robert to adjourn at 6:31 p.m.

Minutes submitted by Jeff Hartel on December 20, 2024

The Gingerbread Village

An old-fashioned holiday in Caro ...
Where true happiness is homemade!



City of Caro
City Council members,

12/21/2023

Thank you to all for all that you do for the City of Caro - you all selflessly volunteer your time to meetings & events. Topics that you feel best suited the needs & interests of our growing community. Thank you for your continued support for the Caro Chamber of Commerce and the events we host free to the community - with partners like each of you & your business are we able to continue offering free events - like Gingerbread Villages, Carols & Crafts, Ribbon Cuttings, Business After Hours, Edu Networking. Merry Christmas to you all,
Wm Steinson & Caro Chamber of Commerce



Thank You





STATE OF MICHIGAN
MICHIGAN STRATEGIC FUND
STATE HISTORIC PRESERVATION OFFICE

GRETCHEN WHITMER
GOVERNOR

QUENTIN L. MESSER, JR.
PRESIDENT

Monday, December 4, 2023

The Honorable Karen Snider, Mayor
City of Caro
317 South State Street
Caro, Michigan 48723

Dear Mayor Snider,

I am pleased to inform you that **William J. and Lovila (Wooley) Moore House, 123 North Almer Street, Caro, Tuscola County, Michigan**, will be considered for nomination to the National Register of Historic Places by the State Historic Preservation Review Board at the meeting to be held on **Friday, January 19, 2024, at 10:00 a.m.** The meeting is scheduled to be held in the Lake Michigan Room of the Michigan Economic Development Corporation home office, 300 North Washington Square, Lansing, Michigan. The meeting will also be available by Zoom. More information and meeting links will be available at www.michigan.gov/shpo.

The National Register of Historic Places is the official list of the nation's historic places worthy of preservation. Authorized by the National Historic Preservation Act of 1966, the National Register of Historic Places is part of a national program to coordinate and support public and private efforts to identify, evaluate, and protect America's historic and archeological resources.

Listing in the National Register provides federal recognition of a property's historic significance, enables historic preservation tax incentives for certain properties, and enables review of federal or federally assisted projects. Listing in the National Register does not interfere with the right of a private property owner to use, alter, manage, or dispose of their property. Please see the enclosed notices for additional information about the results of listing in the National Register and the rights of property owners to comment on or object to listing their property in the National Register of Historic Places.

You are invited to attend the review board meeting at which the nomination will be considered. You may also provide written comments concerning the nomination of this property prior to the meeting. All written correspondence should be sent in time to be received prior to the date of the review board meeting. Please note that owners may object to listing by submitting a letter that has either been notarized by a notary public or that meets the requirements of 28 U.S.C. 1746. The letter must certify that a party is the sole or partial owner of the property, as appropriate, and state that they object to the listing.

Any comments or questions you may have concerning the nomination of this property, the National Register program, or the State Historic Preservation Review Board may be directed to Todd A. Walsh, National Register Coordinator, by e-mail at WalshT@michigan.gov or by mail at the address below.

Sincerely yours,

Ryan M. Schumaker
State Historic Preservation Officer



REGULAR MEETING OF THE CARO CITY COUNCIL
December 18, 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 December 18, 2023, at 6:30 p.m. in the Council Chambers.

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

Absent: Bob Eschenbacher

Others: Scott Czasak – City Manager, Rita Papp – City Clerk, Randy Heckroth – Fire Chief/Code Enforcement Officer, Tom Reese – DPW Superintendent, David Dienes II – WWTP Superintendent and other guests

AGENDA APPROVAL

23-M-250

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

Motion Carried.

PUBLIC COMMENT/VISITORS:

Oren Johnson – Commented on a Fire Incident Report received.

Susan Holder, Chamber of Commerce – Thanked the Council, DPW, Police & Fire for their assistance in Chamber events.

PRESENTATION: None

COMMUNICATIONS:

1. Charter Communications – Upcoming Changes

CONSENT AGENDA:

1. Finance Committee of the Whole Meeting Minutes - December 4, 2023
2. Regular Council Meeting Minutes – December 4, 2023
3. Committee of the Whole Meeting Minutes – December 7, 2023
4. Special Council Meeting Minutes – December 12, 2023
5. Invoices
6. Department Reports
 - A. Police Report – Chief Brian Newcomb
 - B. Fire Report – Chief Randall Heckroth
 - C. Code Enforcement Report – Randall Heckroth
 - D. DPW Superintendent – Tom Reese
 - E. WWTP Superintendent – David Dienes II
 - F. Municipal Parking Violations Bureau Report – Rita Papp

23-M-251

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

Motion Carried.

REGULAR AGENDA: (action required)

1. Banner Request – Tuscola County Right to Life – January 15 – 22, 2024

23-M-252

Motion by Kish, seconded by Iseler to approve the Banner Request from Tuscola County Right to Life, January 15 – 22, 2024, contingent on payment.

Motion carried.

2. 2024 City of Caro Council & Committee Meeting Schedule

23-M-253

Motion by Iseler, seconded by Kish to approve the 2024 City of Caro Council & Committee Meeting Schedule as presented.

Motion carried.

3. 2023 Ford Police Interceptor - Replacement Fire Chief Vehicle

23-M-254

Motion by Iseler, seconded by Kish to approve and authorize the City Manager to enter into a lease agreement with Lunghammer Ford for a 2023 Ford Police Interceptor Utility AWD vehicle for a listed purchase price of \$42,500.00 and execute all documents necessary to complete the lease.

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

Motion carried.

4. WWTP – Clean Water State Revolving Fund Acceptance

23-M-255

Motion by Iseler, seconded by White to approve and accept up to a \$14,000,000.00 loan from Michigan Clean Water State Revolving Fund and instruct the City Manager to sign milestone agreement.

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

Motion carried.

5. Lease of Mertz Road Building

23-M-256

Motion by Mayor Snider, seconded by Kish to approve and authorize the lease of the Mertz Road building with contract amendments as presented to Caro Snow Works, LLC for a period of 6 months, with the option to renew for another 6 months, per the terms of the lease.

Motion carried.

6. Replacement LED Retrofit Kits

23-M-257

Motion by White, seconded by Campbell to approve and authorize the purchase of 12 LED retrofit kits from Medler Electric Co. #3 for the quoted price of \$5,342.46.

Motion carried.

7. Sanitation Cash Shortfall

23-M-258

Motion by Kish, seconded by Campbell to approve the City Treasurer to make a one-time transfer from the general fund to the sanitation fund in the amount of \$50,000.00 with no intention to pay back to the general fund.

Motion carried.

8. Investment Changes

23-M-259

Motion by Kish, seconded by Campbell to approve City Treasurer to close CDARS ending in 3922 at Independent Bank and invest the funds in a Certificate of Deposit for 180 days at a rate of 4.8%.

Motion carried.

ITEMS PENDING/POSTPONED: None

COMMITTEE/LIAISON POSITION REPORTS:

1. Economic Development Corporation (Mayor Snider) – EDC entered into an agreement with MSU Extension, Steve Erickson will be retired December 29, 2023, EDC selected new officers & adopted their 2024 Budget.
2. Chamber of Commerce (Manager) – Adopted their agenda, lost a member on the board, gave an update on Gingerbread Festival, working on Cars & Crafts, working on Business After Hours & Coffee with the Chamber.
3. Downtown Development Authority (Kish) – Mayor Snider gave update.
4. Fair Board (Iseler) – No report.
5. Parks & Recreation (White) – Meeting tomorrow, December 19, 2023.
6. Planning Commission (Eschenbacher) – Absent
7. Tuscola County Board of Commissioners (Iseler) – No report.
8. Zoning Board of Appeals (Mayor Snider) – No meeting.
9. Indianfields Township (Manager) – Purchased copier, leaf vacuum purchased, 2024 meeting schedule approved.
10. Almer Township (Campbell) – No report.

MAYOR'S REPORT – Written report submitted.

Reminded council to submit City Manager goals to her by the next meeting.

MANAGER'S COMMENTS – Written report submitted.

CLERK'S REPORT – Written report submitted.

TREASURER'S REPORT – Written report submitted.

CLOSED SESSION:

To consider material exempt from discussion or disclosure by statute under MCL 15.268(h), specifically identified as an attorney-client privileged written legal opinion.

23-M-260

Motion by Kish, seconded by White to adjourn to closed session to consider material exempt from discussion or disclosure by statute under MCL 15.268(h), specifically identified as an attorney-client privileged written legal opinion.

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

Motion carried.

Recessed to Closed Session at 7:52 p.m.

Reconvened from Closed Session at 8:16 p.m.

23-M-261

Motion by Kish, seconded by Campbell to approve the Resolution to Approve Ballot Language as presented.

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

Motion carried.

ADDITIONAL PUBLIC COMMENT: None

23-M-262

Motion by Campbell, seconded by White to adjourn the meeting at 8:17 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
U.S. POSTMASTER					
12/23	12/26/2023	77551	101-262-760-000	POSTAGE	396.00
Total U.S. POSTMASTER:					396.00
Total 77551:					396.00
AFLAC					
01/24	01/02/2024	77552	101-000-231-003	AFLAC INSURANCE WITHHOLDING	896.50
Total AFLAC:					896.50
Total 77552:					896.50
AIR ADVANTAGE					
01/24	01/02/2024	77553	101-172-750-001	SOFTWARE MAINTENANCE AGREE'T	50.00
01/24	01/02/2024	77553	101-253-750-001	SOFTWARE MAINTENANCE AGREE'T	50.00
01/24	01/02/2024	77553	101-260-750-001	SOFTWARE MAINTENANCE AGREE'T	50.00
01/24	01/02/2024	77553	101-441-750-001	SOFTWARE MAINTENANCE AGREE'T	65.00
01/24	01/02/2024	77553	591-540-750-001	SOFTWARE MAINTENANCE AGREEM	14.00
01/24	01/02/2024	77553	596-521-750-001	SOFTWARE MAINTENANCE AGREEM	14.00
01/24	01/02/2024	77553	661-575-750-001	SOFTWARE MAINTENANCE AGREE'T	7.00
01/24	01/02/2024	77553	590-540-750-001	SOFTWARE MAINTENANCE AGREEM	90.00
01/24	01/02/2024	77553	661-575-750-001	SOFTWARE MAINTENANCE AGREE'T	10.00
01/24	01/02/2024	77553	101-301-750-001	SOFTWARE MAINTENANCE AGEE'T	100.00
01/24	01/02/2024	77553	248-728-801-000	DDA CONTRACTED SERVICES	58.00
Total AIR ADVANTAGE:					508.00
Total 77553:					508.00
ALISSA BOULTON					
01/24	01/02/2024	77554	248-733-956-003	PROJECT FRESH EXPENSES	5.00
Total ALISSA BOULTON:					5.00
Total 77554:					5.00
ALLY PAYMENT PROCESSING CENTER					
01/24	01/02/2024	77555	216-336-991-000	LEASE PAYMENT - PRINCIPAL	32,467.40
Total ALLY PAYMENT PROCESSING CENTER:					32,467.40
Total 77555:					32,467.40
AMAZON CAPITAL SERVICES					
01/24	01/02/2024	77556	101-301-776-000	MAINTENANCE SUPPLIES	6.74
01/24	01/02/2024	77556	101-301-740-000	OFFICE SUPPLIES	243.56

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
01/24	01/02/2024	77556	101-301-725-000	UNIFORMS/UNIFORM EQUIPMENT	7.89
01/24	01/02/2024	77556	101-253-740-000	OFFICE SUPPLIES	20.18
01/24	01/02/2024	77556	590-540-740-001	OFFICE SUPPLIES	20.17
01/24	01/02/2024	77556	591-540-740-000	OFFICE SUPPLIES	20.17
01/24	01/02/2024	77556	596-521-740-000	OFFICE SUPPLIES	20.17
Total AMAZON CAPITAL SERVICES:					338.88
Total 77556:					338.88
AT&T MOBILITY					
01/24	01/02/2024	77557	101-371-853-000	TELEPHONE	9.80
01/24	01/02/2024	77557	216-336-853-000	TELEPHONE	39.19
01/24	01/02/2024	77557	101-301-853-000	TELEPHONE & PAGERS	175.80
01/24	01/02/2024	77557	101-301-750-001	SOFTWARE MAINTENANCE AGEE'T	108.72
01/24	01/02/2024	77557	101-441-853-000	TELEPHONE	8.79
01/24	01/02/2024	77557	202-483-853-000	TELEPHONE	8.79
01/24	01/02/2024	77557	203-483-853-000	TELEPHONE	8.79
01/24	01/02/2024	77557	590-540-853-000	TELEPHONE	8.79
01/24	01/02/2024	77557	591-540-853-000	TELEPHONE	8.79
Total AT&T MOBILITY:					377.46
Total 77557:					377.46
AXON ENTERPRISE INC					
01/24	01/02/2024	77558	101-301-750-000	POLICE TECHNOLOGY	825.70
Total AXON ENTERPRISE INC:					825.70
Total 77558:					825.70
BULLET AUTO & TRUCK SERVICE CENTER, LLC					
01/24	01/02/2024	77559	216-336-930-000	REPAIRS - EQUIPMENT	75.00
Total BULLET AUTO & TRUCK SERVICE CENTER, LLC:					75.00
Total 77559:					75.00
CARO RENTAL					
01/24	01/02/2024	77560	661-575-776-000	MAINTENANCE SUPPLIES	56.60
Total CARO RENTAL:					56.60
Total 77560:					56.60
CAROL CARTER					
01/24	01/02/2024	77561	248-733-956-003	PROJECT FRESH EXPENSES	5.00
Total CAROL CARTER:					5.00

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
Total 77561:					5.00
CHURCH, URBAN & ASSOCIATES LLC					
01/24	01/02/2024	77562	101-253-801-000	CONTRACTED SERVICES	10.98
Total CHURCH, URBAN & ASSOCIATES LLC:					10.98
Total 77562:					10.98
CITY OF CARO					
01/24	01/02/2024	77563	101-265-922-000	WATER/SEWER/GARBAGE	23.85
Total CITY OF CARO:					23.85
Total 77563:					23.85
COMPANION LIFE INSURANCE CO.					
01/24	01/02/2024	77564	101-172-717-000	LIFE INSURANCE	61.66
01/24	01/02/2024	77564	101-262-717-000	LIFE INSURANCE	3.99
01/24	01/02/2024	77564	101-253-717-000	LIFE INSURANCE	17.56
01/24	01/02/2024	77564	101-260-717-000	LIFE INSURANCE	15.76
01/24	01/02/2024	77564	101-265-717-000	LIFE INSURANCE	11.97
01/24	01/02/2024	77564	101-301-717-000	LIFE INSURANCE	159.60
01/24	01/02/2024	77564	591-540-719-000	SHORT/LONG TERM DISABILITY	78.98
01/24	01/02/2024	77564	596-560-719-000	SHORT/LONG TERM DISABILITY	30.34
01/24	01/02/2024	77564	596-521-719-000	SHORT/LONG TERM DISABILITY	5.85
01/24	01/02/2024	77564	661-575-719-000	SHORT/LONG TERM DISABILITY	22.32
01/24	01/02/2024	77564	590-560-719-000	SHORT/LONG TERM DISABILITY	148.36
01/24	01/02/2024	77564	590-536-719-000	SHORT/LONG TERM DISABILITY	2.93
01/24	01/02/2024	77564	590-540-719-000	SHORT/LONG TERM DISABILITY	215.17
01/24	01/02/2024	77564	590-545-719-000	SHORT/LONG TERM DISABILITY	17.55
01/24	01/02/2024	77564	591-560-719-000	SHORT/LONG TERM DISABILITY	72.09
01/24	01/02/2024	77564	591-536-719-000	SHORT/LONG TERM DISABILITY	2.93
01/24	01/02/2024	77564	203-483-719-000	SHORT/LONG TERM DISABILITY	28.08
01/24	01/02/2024	77564	204-442-719-000	SHORT/LONG TERM DISABILITY	8.78
01/24	01/02/2024	77564	204-483-719-000	SHORT/LONG TERM DISABILITY	10.91
01/24	01/02/2024	77564	248-441-719-000	SHORT/LONG TERM DISABILITY	17.33
01/24	01/02/2024	77564	248-728-719-000	SHORT/LONG TERM DISABILITY	67.88
01/24	01/02/2024	77564	216-336-719-000	SHORT/LONG TERM DISABILITY	70.98
01/24	01/02/2024	77564	101-702-719-000	SHORT/LONG TERM DISABILITY	12.73
01/24	01/02/2024	77564	101-441-719-000	SHORT/LONG TERM DISABILITY	109.95
01/24	01/02/2024	77564	101-751-719-000	SHORT/LONG TERM DISABILITY	5.85
01/24	01/02/2024	77564	202-483-719-000	SHORT/LONG TERM DISABILITY	28.08
01/24	01/02/2024	77564	202-463-719-000	SHORT/LONG TERM DISABILITY	14.63
01/24	01/02/2024	77564	203-463-719-000	SHORT/LONG TERM DISABILITY	17.55
01/24	01/02/2024	77564	101-262-719-000	SHORT/LONG TERM DISABILITY	13.71
01/24	01/02/2024	77564	101-253-719-000	SHORT/LONG TERM DISABILITY	53.86
01/24	01/02/2024	77564	101-260-719-000	SHORT/LONG TERM DISABILITY	55.40
01/24	01/02/2024	77564	101-265-719-000	SHORT/LONG TERM DISABILITY	35.10
01/24	01/02/2024	77564	101-301-719-000	SHORT/LONG TERM DISABILITY	520.45
01/24	01/02/2024	77564	101-371-719-000	SHORT/LONG TERM DISABILITY	18.39
01/24	01/02/2024	77564	591-536-717-000	LIFE INSURANCE	1.00

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
01/24	01/02/2024	77564	591-540-717-000	LIFE INSURANCE	26.93
01/24	01/02/2024	77564	596-560-717-000	LIFE INSURANCE	9.38
01/24	01/02/2024	77564	596-521-717-000	LIFE INSURANCE	2.00
01/24	01/02/2024	77564	661-575-717-000	LIFE INSURANCE	6.28
01/24	01/02/2024	77564	101-172-719-000	SHORT/LONG TERM DISABILITY	47.64
01/24	01/02/2024	77564	216-336-717-000	LIFE INSURANCE	18.75
01/24	01/02/2024	77564	590-560-717-000	LIFE INSURANCE	40.30
01/24	01/02/2024	77564	590-536-717-000	LIFE INSURANCE	1.00
01/24	01/02/2024	77564	590-540-717-000	LIFE INSURANCE	82.79
01/24	01/02/2024	77564	590-545-717-000	LIFE INSURANCE	5.99
01/24	01/02/2024	77564	591-560-717-000	LIFE INSURANCE	21.35
01/24	01/02/2024	77564	203-463-717-000	LIFE INSURANCE	5.99
01/24	01/02/2024	77564	203-483-717-000	LIFE INSURANCE	7.08
01/24	01/02/2024	77564	204-442-717-000	LIFE INSURANCE	2.99
01/24	01/02/2024	77564	204-483-717-000	LIFE INSURANCE	2.69
01/24	01/02/2024	77564	248-441-717-000	LIFE INSURANCE	5.49
01/24	01/02/2024	77564	248-728-717-000	LIFE INSURANCE	20.75
01/24	01/02/2024	77564	101-371-717-000	LIFE INSURANCE	4.99
01/24	01/02/2024	77564	101-702-717-000	LIFE INSURANCE	2.99
01/24	01/02/2024	77564	101-441-717-000	LIFE INSURANCE	34.91
01/24	01/02/2024	77564	101-751-717-000	LIFE INSURANCE	2.00
01/24	01/02/2024	77564	202-483-717-000	LIFE INSURANCE	7.08
01/24	01/02/2024	77564	202-463-717-000	LIFE INSURANCE	4.99
Total COMPANION LIFE INSURANCE CO.:					2,322.08
Total 77564:					2,322.08
CORELOGIC INC					
01/24	01/02/2024	77565	101-000-675-000	MISC INCOME	725.09
Total CORELOGIC INC:					725.09
Total 77565:					725.09
DIAMOND EXCAVATING LLC					
01/24	01/02/2024	77566	101-265-970-002	CAPITAL OUTLAY MUNICIPAL BLDG	1,750.00
Total DIAMOND EXCAVATING LLC:					1,750.00
Total 77566:					1,750.00
DIGICOM GLOBAL INC.					
01/24	01/02/2024	77567	216-336-970-000	CAPITAL OUTLAY	22,923.44
Total DIGICOM GLOBAL INC.:					22,923.44
Total 77567:					22,923.44
DON GILBERG					
01/24	01/02/2024	77568	216-336-740-000	OPERATING SUPPLIES	25.43

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
Total DON GILBERG:					25.43
Total 77568:					25.43
DUNN HARDWARE & SUPPLY, INC.					
01/24	01/02/2024	77569	101-441-725-000	UNIFORMS	72.44
01/24	01/02/2024	77569	591-540-725-000	UNIFORMS	72.44
Total DUNN HARDWARE & SUPPLY, INC.:					144.88
Total 77569:					144.88
FARM DEPOT					
01/24	01/02/2024	77570	661-575-776-000	MAINTENANCE SUPPLIES	204.12
Total FARM DEPOT:					204.12
Total 77570:					204.12
FERGUSON ENTERPRISES LLC #2000					
01/24	01/02/2024	77571	590-545-776-000	OM&R SUPPLIES	890.37
Total FERGUSON ENTERPRISES LLC #2000:					890.37
Total 77571:					890.37
FIRST BANKCARD					
01/24	01/02/2024	77572	101-172-801-000	CONTRACTED SERVICES	119.94
01/24	01/02/2024	77572	101-260-801-000	CONTRACTED SERVICES	119.94
01/24	01/02/2024	77572	216-336-740-000	OPERATING SUPPLIES	92.00
01/24	01/02/2024	77572	590-540-725-000	UNIFORMS	79.99
01/24	01/02/2024	77572	590-540-776-001	LAB SUPPLIES	117.00
01/24	01/02/2024	77572	590-540-776-000	OM&R SUPPLIES NORMAL	2,241.00
01/24	01/02/2024	77572	216-336-740-000	OPERATING SUPPLIES	16.77
01/24	01/02/2024	77572	101-301-740-000	OFFICE SUPPLIES	31.00
01/24	01/02/2024	77572	101-301-960-000	EDUCATION & TRAINING, DUES	280.00
01/24	01/02/2024	77572	216-336-740-000	OPERATING SUPPLIES	231.00
01/24	01/02/2024	77572	216-336-740-000	OPERATING SUPPLIES	51.93
01/24	01/02/2024	77572	216-336-740-000	OPERATING SUPPLIES	23.07
01/24	01/02/2024	77572	216-336-960-000	EDUCATION & TRAINING	502.93
01/24	01/02/2024	77572	101-441-725-000	UNIFORMS	89.57
01/24	01/02/2024	77572	591-540-725-000	UNIFORMS	89.57
01/24	01/02/2024	77572	591-540-760-000	POSTAGE	10.48
01/24	01/02/2024	77572	101-260-960-000	EDUCATION AND TRAINING	32.55
01/24	01/02/2024	77572	101-260-960-000	EDUCATION AND TRAINING	23.02
01/24	01/02/2024	77572	101-260-960-000	EDUCATION AND TRAINING	192.00
01/24	01/02/2024	77572	590-540-740-001	OFFICE SUPPLIES	56.11
01/24	01/02/2024	77572	101-441-960-000	EDUCATION AND TRAINING	15.00
01/24	01/02/2024	77572	101-441-725-000	UNIFORMS	36.49
01/24	01/02/2024	77572	591-540-725-000	UNIFORMS	36.49
01/24	01/02/2024	77572	101-441-725-000	UNIFORMS	47.69

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
01/24	01/02/2024	77572	591-540-725-000	UNIFORMS	47.68
Total FIRST BANKCARD:					4,583.22
Total 77572:					4,583.22
GREAT LAKES PUBLIC SAFETY EQUIPMENT					
01/24	01/02/2024	77573	216-336-970-000	CAPITAL OUTLAY	14,910.30
Total GREAT LAKES PUBLIC SAFETY EQUIPMENT:					14,910.30
Total 77573:					14,910.30
HIRSCHMAN OIL SUPPLY INC					
01/24	01/02/2024	77574	661-575-860-000	GAS/OIL	804.23
Total HIRSCHMAN OIL SUPPLY INC:					804.23
Total 77574:					804.23
HONEYWELL INC					
01/24	01/02/2024	77575	101-265-801-000	CONTRACTED SERVICES	6,049.77
Total HONEYWELL INC:					6,049.77
Total 77575:					6,049.77
HUBBELL, ROTH & CLARK, INC					
01/24	01/02/2024	77576	590-540-970-002	CAPITAL OUTLAY - SRF	12,000.53
Total HUBBELL, ROTH & CLARK, INC:					12,000.53
Total 77576:					12,000.53
INGRID BARRETT					
01/24	01/02/2024	77577	248-733-956-003	PROJECT FRESH EXPENSES	5.00
Total INGRID BARRETT:					5.00
Total 77577:					5.00
JOY RICHARD					
01/24	01/02/2024	77578	248-733-956-003	PROJECT FRESH EXPENSES	65.00
01/24	01/02/2024	77578	248-733-956-003	PROJECT FRESH EXPENSES	10.00
Total JOY RICHARD:					75.00
Total 77578:					75.00
KAPPEN TREE SERVICE					
01/24	01/02/2024	77579	203-463-801-000	CONTRACTED SERVICES	850.00
01/24	01/02/2024	77579	203-463-801-000	CONTRACTED SERVICES	165.00

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
01/24	01/02/2024	77579	203-463-801-000	CONTRACTED SERVICES	1,675.00
Total KAPPEN TREE SERVICE:					2,690.00
Total 77579:					2,690.00
KATHLEEN THOMPSON					
01/24	01/02/2024	77580	248-733-956-003	PROJECT FRESH EXPENSES	5.00
Total KATHLEEN THOMPSON:					5.00
Total 77580:					5.00
KERR PUMP & SUPPLY					
01/24	01/02/2024	77581	590-540-776-000	OM&R SUPPLIES NORMAL	3,956.00
Total KERR PUMP & SUPPLY:					3,956.00
Total 77581:					3,956.00
KIRK'S SUPPLY					
01/24	01/02/2024	77582	591-540-725-000	UNIFORMS	27.00
01/24	01/02/2024	77582	101-441-725-000	UNIFORMS	26.99
01/24	01/02/2024	77582	591-540-725-000	UNIFORMS	19.50
01/24	01/02/2024	77582	101-441-725-000	UNIFORMS	19.50
01/24	01/02/2024	77582	101-441-725-000	UNIFORMS	31.99
01/24	01/02/2024	77582	591-540-725-000	UNIFORMS	32.00
Total KIRK'S SUPPLY:					156.98
Total 77582:					156.98
KRISTAL'S HELPING HAND LLC					
01/24	01/02/2024	77583	101-441-801-002	CONTRACTED SERV - JANITORIAL	138.34
01/24	01/02/2024	77583	101-441-801-002	CONTRACTED SERV - JANITORIAL	54.14
01/24	01/02/2024	77583	101-301-801-002	CONTRACTED SERV - JANITORIAL	108.34
01/24	01/02/2024	77583	101-260-801-002	CONTRACTED SERV - JANITORIAL	100.28
01/24	01/02/2024	77583	101-172-801-002	CONTRACTED SERV - JANITORIAL	100.28
01/24	01/02/2024	77583	101-253-801-002	CONTRACTED SERV - JANITORIAL	100.28
01/24	01/02/2024	77583	590-540-801-002	CONTRACTED SERV - JANITORIAL	108.34
Total KRISTAL'S HELPING HAND LLC:					710.00
Total 77583:					710.00
MICHIGAN STATE POLICE					
01/24	01/02/2024	77584	101-301-750-000	POLICE TECHNOLOGY	33.00
Total MICHIGAN STATE POLICE:					33.00
Total 77584:					33.00

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
MOORE MOTOR SALES					
01/24	01/02/2024	77585	216-336-930-000	REPAIRS - EQUIPMENT	347.86
Total MOORE MOTOR SALES:					347.86
Total 77585:					347.86
NANCY BARRIGER					
01/24	01/02/2024	77586	248-733-956-003	PROJECT FRESH EXPENSES	95.00
Total NANCY BARRIGER:					95.00
Total 77586:					95.00
ON DUTY GEAR, LLC					
01/24	01/02/2024	77587	101-301-725-000	UNIFORMS/UNIFORM EQUIPMENT	615.00
Total ON DUTY GEAR, LLC:					615.00
Total 77587:					615.00
OPTICARE VISOIN CENTER					
01/24	01/02/2024	77588	216-336-740-000	OPERATING SUPPLIES	101.60
Total OPTICARE VISOIN CENTER:					101.60
Total 77588:					101.60
SEAN MONTGOMERY					
01/24	01/02/2024	77589	248-733-956-003	PROJECT FRESH EXPENSES	210.00
01/24	01/02/2024	77589	248-733-956-003	PROJECT FRESH EXPENSES	380.00
Total SEAN MONTGOMERY:					590.00
Total 77589:					590.00
STATE OF MICHIGAN					
01/24	01/02/2024	77590	101-441-960-000	EDUCATION AND TRAINING	75.00
Total STATE OF MICHIGAN:					75.00
Total 77590:					75.00
STATE OF MICHIGAN - EGLE					
01/24	01/02/2024	77591	590-540-777-000	STATE TESTING & PERMITS	1,853.23
Total STATE OF MICHIGAN - EGLE:					1,853.23
Total 77591:					1,853.23
STATE OF MICHIGAN - LARA					
01/24	01/02/2024	77592	101-265-801-000	CONTRACTED SERVICES	160.00

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
Total STATE OF MICHIGAN - LARA:					160.00
Total 77592:					160.00
THOMAS SCIENTIFIC					
01/24	01/02/2024	77593	590-540-776-001	LAB SUPPLIES	110.76
Total THOMAS SCIENTIFIC:					110.76
Total 77593:					110.76
TOM GRASS					
01/24	01/02/2024	77594	248-733-956-003	PROJECT FRESH EXPENSES	75.00
01/24	01/02/2024	77594	248-733-956-003	PROJECT FRESH EXPENSES	130.00
Total TOM GRASS:					205.00
Total 77594:					205.00
TRACE ANALYTICAL LABORATORIES, INC					
01/24	01/02/2024	77595	591-540-777-001	WATER TESTING	42.00
01/24	01/02/2024	77595	591-540-777-001	WATER TESTING	42.00
Total TRACE ANALYTICAL LABORATORIES, INC:					84.00
Total 77595:					84.00
TUSCOLA COUNTY					
01/24	01/02/2024	77596	101-257-801-000	CONTRACTED SERVICES	2,433.17
Total TUSCOLA COUNTY:					2,433.17
Total 77596:					2,433.17
WATER SOLUTIONS UNLIMITED					
01/24	01/02/2024	77597	590-540-776-004	CHEMICAL SUPPLIES FOR PLANT	1,382.50
01/24	01/02/2024	77597	591-540-776-000	O&M SUPPLIES	4,134.50
Total WATER SOLUTIONS UNLIMITED:					5,517.00
Total 77597:					5,517.00
CONSUMERS ENERGY					
12/23	12/19/2023	800053	591-540-921-000	GAS (UTILITY)	680.12
12/23	12/19/2023	800053	591-540-921-000	GAS (UTILITY)	64.90
12/23	12/19/2023	800053	101-265-921-000	GAS	132.13
12/23	12/19/2023	800053	590-540-921-000	GAS (Consumers Energy)	3,917.01
12/23	12/19/2023	800053	101-265-921-000	GAS	1,237.55
12/23	12/19/2023	800053	591-540-921-000	GAS (UTILITY)	17.87
12/23	12/19/2023	800053	591-540-921-000	GAS (UTILITY)	22.43
12/23	12/19/2023	800053	101-265-921-000	GAS	158.85

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
12/23	12/19/2023	800053	248-728-921-000	GAS	16.00
Total CONSUMERS ENERGY:					6,246.86
Total 800053:					6,246.86
DTE ENERGY					
12/23	12/27/2023	800054	590-540-920-000	ELECTRIC	7,115.14
12/23	12/27/2023	800054	101-441-926-000	STREET LIGHTS - ELECTRIC	4,870.97
12/23	12/27/2023	800054	101-441-926-000	STREET LIGHTS - ELECTRIC	180.08
12/23	12/27/2023	800054	101-441-926-000	STREET LIGHTS - ELECTRIC	178.36
12/23	12/27/2023	800054	590-545-920-000	ELECTRIC - LIFT STATIONS	339.10
12/23	12/27/2023	800054	591-540-920-000	ELECTRIC - WELLHOUSES	813.48
12/23	12/27/2023	800054	590-545-920-000	ELECTRIC - LIFT STATIONS	89.85
12/23	12/27/2023	800054	590-545-920-000	ELECTRIC - LIFT STATIONS	70.62
12/23	12/27/2023	800054	590-545-920-000	ELECTRIC - LIFT STATIONS	125.36
12/23	12/27/2023	800054	590-545-920-000	ELECTRIC - LIFT STATIONS	52.92
12/23	12/27/2023	800054	101-265-920-000	ELECTRIC	1,091.74
12/23	12/27/2023	800054	101-703-920-000	ELECTRIC	14.87
12/23	12/27/2023	800054	101-441-926-000	STREET LIGHTS - ELECTRIC	17.08
12/23	12/27/2023	800054	101-265-920-000	ELECTRIC	780.20
12/23	12/27/2023	800054	590-545-920-000	ELECTRIC - LIFT STATIONS	256.34
12/23	12/27/2023	800054	101-751-920-000	ELECTRIC	14.87
12/23	12/27/2023	800054	101-751-920-000	ELECTRIC	23.68
12/23	12/27/2023	800054	591-540-920-000	ELECTRIC - WELLHOUSES	1,026.99
12/23	12/27/2023	800054	101-441-926-000	STREET LIGHTS - ELECTRIC	16.60
12/23	12/27/2023	800054	101-754-920-000	ELECTRIC	34.45
12/23	12/27/2023	800054	204-444-920-000	ELECTRIC - PARKING LOTS	44.70
12/23	12/27/2023	800054	590-545-920-000	ELECTRIC - LIFT STATIONS	127.43
12/23	12/27/2023	800054	590-545-920-000	ELECTRIC - LIFT STATIONS	71.32
12/23	12/27/2023	800054	591-540-920-000	ELECTRIC - WELLHOUSES	1,242.63
12/23	12/27/2023	800054	590-545-920-000	ELECTRIC - LIFT STATIONS	335.50
12/23	12/27/2023	800054	590-545-920-000	ELECTRIC - LIFT STATIONS	61.05
12/23	12/27/2023	800054	101-751-920-000	ELECTRIC	163.46
12/23	12/27/2023	800054	204-444-920-000	ELECTRIC - PARKING LOTS	83.69
12/23	12/27/2023	800054	101-751-920-000	ELECTRIC	46.77
12/23	12/27/2023	800054	101-441-926-000	STREET LIGHTS - ELECTRIC	159.01
12/23	12/27/2023	800054	591-540-920-000	ELECTRIC - WELLHOUSES	7,097.82
12/23	12/27/2023	800054	204-444-920-000	ELECTRIC - PARKING LOTS	104.81
12/23	12/27/2023	800054	248-728-920-000	ELECTRIC	487.35
12/23	12/27/2023	800054	101-265-920-000	ELECTRIC	58.94
12/23	12/27/2023	800054	101-753-920-000	ELECTRIC	209.52
12/23	12/27/2023	800054	101-703-920-000	ELECTRIC	27.73
12/23	12/27/2023	800054	248-728-920-000	ELECTRIC	95.77
Total DTE ENERGY:					27,530.20
Total 800054:					27,530.20
PITNEY BOWES BANK INC PURCHASE POWER					
01/24	01/02/2024	800055	101-253-760-000	POSTAGE	13.50
01/24	01/02/2024	800055	101-172-760-000	POSTAGE	13.50

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
01/24	01/02/2024	800055	101-260-760-000	POSTAGE	13.50
01/24	01/02/2024	800055	101-262-760-000	POSTAGE	1,500.00
01/24	01/02/2024	800055	101-301-760-000	POSTAGE	13.50
01/24	01/02/2024	800055	101-371-760-000	POSTAGE	13.50
01/24	01/02/2024	800055	216-336-760-000	POSTAGE	13.50
01/24	01/02/2024	800055	590-540-760-000	POSTAGE	130.25
01/24	01/02/2024	800055	591-540-760-000	POSTAGE	130.25
01/24	01/02/2024	800055	596-560-760-000	POSTAGE	79.00
01/24	01/02/2024	800055	661-575-760-000	POSTAGE	13.50
01/24	01/02/2024	800055	101-441-760-000	POSTAGE	13.50
01/24	01/02/2024	800055	101-751-760-000	POSTAGE	13.50
01/24	01/02/2024	800055	101-702-760-000	POSTAGE	13.50
01/24	01/02/2024	800055	202-483-760-000	POSTAGE	13.50
01/24	01/02/2024	800055	203-483-760-000	POSTAGE	13.50
01/24	01/02/2024	800055	204-483-760-000	POSTAGE	13.50
Total PITNEY BOWES BANK INC PURCHASE POWER:					2,015.00
Total 800055:					2,015.00
Grand Totals:					158,930.49

Report Criteria:

Report type: GL detail
 Check.Type = {<>} "Adjustment"

CITY OF CARO

CITY MANAGER
SCOTT CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
MICHELE PERRY
CITY ATTORNEY
LAURA GENOVICH

317 South State Street
Caro MI 48723
Phone 989-673-2226
Fax 989-673-7310
Website www.carocity.net

MAYOR
KAREN SNIDER
CITY COUNCIL
BOB ESCHENBACHER
EMILY CAMPBELL
PAMELA ISELER
CHARLOTTE KISH
DOREEN OEDY
JILL WHITE

TO: City Manager/City Council
FROM: Rita Papp, City Clerk
SUBJECT: Resolution Establishing Election Commission & Approve Election Inspector Pay
DATE: January 2, 2024

Pursuant to Chapter IV, Elections, Section 4.13 of the City of Caro Charter, the clerk of the City of Caro is the chairperson to the Election Commission. The city council appoints one city official and one qualified registered elector to serve on the Election Commission. It has been the past practice of the City of Caro not to pay a per diem to the Election Commission members; however, they must approve the payment to the election inspectors. For the Presidential Primary February 27, 2024, I would ask council to approve the Resolution Establishing Election Commission and appoint Councilor Charlotte Kish to be the city official representative and Jana Brown to be the registered elector representative to serve on the Election Commission and to approve the Election Inspector pay as follows: Election Inspector pay is \$15.00/hr. and Precinct Chairperson pay is \$17.00/hr., and \$50.00 for attending necessary training and no compensation for the Election Commission.

Recommendation:

Option # 1

Motion to approve the Resolution Establishing Election Commission for the City of Caro, Resolution No. 2024-1 and authorize the appointment of Councilor Charlotte Kish as the city official, and Jana Brown as the qualified elector with no per diem pay to the Election Commission, and to pay \$15.00 per hour for Election Inspector, \$17.00 per hour for Precinct Chairperson, \$50.00 for attending necessary training.

Option # 2

Postpone

Option # 3

Take no action.

**RESOLUTION ESTABLISHING ELECTION COMMISSION
FOR THE CITY OF CARO
Resolution No. 2024-1**

WHEREAS, the Charter of the City of Caro, Michigan was received/filed with the Michigan Department of State, Office of the Great Seal on November 5, 2009 at 11:55 a.m.; and

WHEREAS, Section 4.13 ELECTION COMMISSION CREATED; COMPOSITION; DUTIES; COMPENSATION states that “*An Election Commission is hereby created, consisting of the clerk of the City of Caro, and one city official, and one qualified registered elector, both to be appointed by the city council not less than forty-five (45) days before each election*”; and

WHEREAS, the Clerk shall be the chairperson of the election commission and two (2) members of such board shall constitute a quorum; and

WHEREAS, the election commission shall have such duties as outlined in the Charter of the City of Caro and the Michigan election laws;

NOW THEREFORE, BE IT RESOLVED:

That the City of Caro Council reaffirms that an Election Commission is hereby created, consisting of the clerk of the City of Caro and one city official, and one qualified registered elector, both to be appointed by the city council not less than forty-five (45) days before each election.

Motion by _____, seconded by _____ to adopt the
Resolution Establishing Election Commission for the City of Caro.

Yes: _____

No: _____

Absent: _____

RESOLUTION DECLARED ADOPTED ON THIS 2nd DAY OF JANUARY 2024.

Rita Papp, City Clerk

Karen Snider, Mayor

CITY OF CARO

CITY MANAGER
SCOTT CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
MICHELE PERRY
CITY ATTORNEY
LAURA GENOVICH

317 South State Street
Caro MI 48723
Phone 989-673-2226
Fax 989-673-7310
Website www.carocity.net

MAYOR
KAREN SNIDER
CITY COUNCIL
BOB ESCHENBACHER
EMILY CAMPBELL
VACANT
PAMELA ISELER
CHARLOTTE KISH
JILL WHITE

TO: City Manager/ City Council
FROM: Rita Papp – City Clerk
SUBJECT: Purchase Order Approval (2)– Insurance Claim – 2023 Chevrolet Tahoe
DATE: January 2, 2024

Background:

Due to a fire on November 30, 2023, the City of Caro incurred a total loss on a 2023 Chevrolet Tahoe. The city vehicle was offsite in the process of being equipped with the essential items to be used for the Medical First Responders. The claim was filed with MMRMA on 12/04/23. We received a claim check on December 26, 2023. Two purchase orders have been drafted to complete the reimbursements. Any expenditure beyond the purchasing limits for the City Manager must have council approval as outlined in the City of Caro Purchasing Policy.

Claim Check - MMRMA

\$14,910.30 – Equipment installed – Great Lakes Public Safety
\$41,369.00 – Value of Vehicle – Ally Financial
(\$250.00) – Vehicle Deductible
\$56,029.30 Total Claim Check

Loss information on vehicle:

\$56,029.30 – Total Check received
(\$32,467.70) – Ally Financial Payoff
(\$14,910.30) – Great Lakes Public Safety
(\$11,877.68) – 1st Lease Payment Made
(\$3,226.38) – Total Net Loss

Reimbursements Due:

Purchase Order # 37033 – Ally Financial - \$32,467.40
Purchase Order # 37034 – Great Lakes Public Safety - \$14,910.30

Option 1

Motion to authorize the payment to Ally Financial in the amount of \$32,467.40 and authorize payment to Great Lakes Public Safety in the amount of \$14,910.30.

Option 2

To deny recommendation.

Option 3

To postpone this matter for further discussion.

PURCHASE ORDER

CITY OF CARO

317 SOUTH STATE STREET • CARO, MICHIGAN 48723 • (989) 673-7671

TO Del Lago Landen Public Finance
- Ally Financial

SHIP TO _____

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.	
12/26/23					37033	
QUANTITY	DESCRIPTION				PRICE	AMOUNT
	Pay off on 2023 Chev. Tahoe VIN: 1GN5KLED5PR366856 MMRMA Claim # 2304083 Vehicle Acct # 228291512034 Maid to: Ally Payment Processing Center P.O. Box 9001948, Louisville, KY 40290-1948 216-336-991-000					\$32,467.40

NOT FOR RESALE FOR RESALE

TAX NUMBER _____

AUTHORIZED SIGNATURE

ORIGINAL

OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, SHIPPING PAPERS, AND PACKAGES



CUSTOMER

P.O. Box 380901
Bloomington, MN 55438-0901

December 26, 2023

CITY OF CARO
317 S State St
Caro, MI 48723-1725

Agreement Number: 228291512034
Vehicle: 2023 CHEVROLET TAHOE
VIN: 1GNSKLED5PR366856

Dear CITY OF CARO:

You have asked to terminate the ComTRAC Lease Agreement solely with respect to the above referenced leased vehicle ("Vehicle") and to purchase the Vehicle. We are willing to terminate the lease solely with respect to the Vehicle (and no other vehicles) and transfer the Vehicle to you on the condition that we receive (1) the Net Buyout Amount in good available funds on or before August 13, 2024, and (2) all documents that we require related to the Vehicle, in form and substance satisfactory to us (collectively, the "Buyout Conditions"). The Net Buyout Amount is 32,467.40 and was calculated as follows.

Account Balance		\$	35,634.04
Sales Tax	+	\$	0.00
Past Due Payments	+	\$	0.00
Total Other Charges	+	\$	0.00
Anticipated Payments	-	\$	0.00
Lease Fee Discount	-	\$	3,166.64
Total Amount Due		\$	32,467.40

This Net Buyout Amount is good until August 13, 2024. You understand that we will not terminate the lease with respect to the Vehicle or transfer the Vehicle to you unless all of the Buyout Conditions have been satisfied. If you have any questions, please call us at the phone number below.

Thank you for your valued business. We look forward to serving you with our financing or leasing services in the future. If we may be of additional assistance to you, please contact us.

Sincerely,
Ally Servicing LLC

Contact Information: You can reach us by visiting ally.com/auto or call **888-925-ALLY (2559)**.

Note: Other Charges can include personal property tax assessed or unassessed to the account, late charges, and/or other unpaid charges assessed to the account.

PURCHASE ORDER

CITY OF CARO

317 SOUTH STATE STREET • CARO, MICHIGAN 48723 • (989) 673-7671

TO

SHIP TO

Great Lakes Public Safety

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.
12/26/23					37034

QUANTITY	DESCRIPTION	PRICE	AMOUNT
	Equipment installed on 2023 Chev. Tahoe VIN: 1GN5KLE5PR366856		\$14,910.30
	New Address: Main to: P.O. Box 8, Caro, MI 48723		
	Will pick up check 1/3/24		
	216-336-970-000		

[Handwritten Signature]

NOT FOR RESALE FOR RESALE

TAX NUMBER

AUTHORIZED SIGNATURE

ORIGINAL

OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, SHIPPING PAPERS, AND PACKAGES

989 551 3320

DATE 10 - 13 - 2023

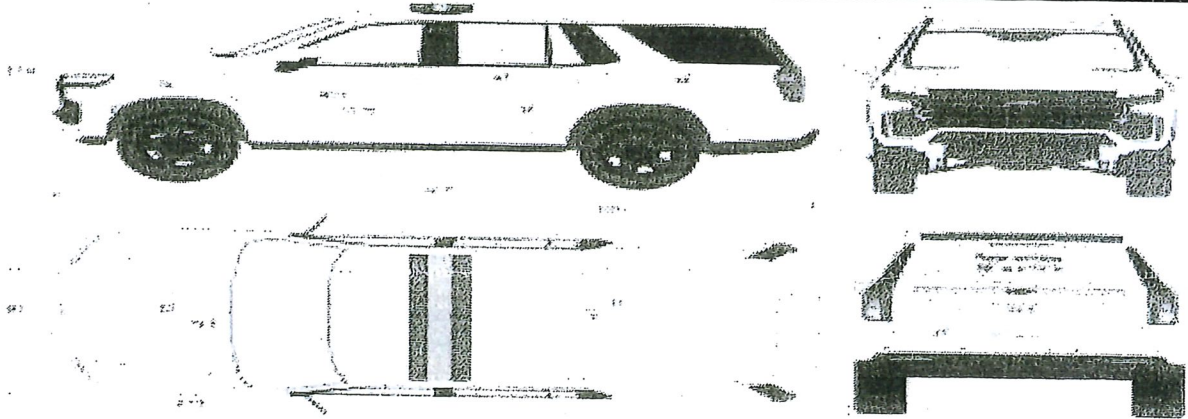
316 Dutcher Rd Caro, MI.

P.O. Box 8 Caro

AGENCY INFORMATION	
AGENCY	CITY OF CARO FIRE DEPT
ADDRESS	317 SOUTH STATE ST
CITY	CARO
STATE	MICHIGAN 48723
CONTACT	
PHONE	

REQUESTED BY
FIRE CHIEF
CUSTOMER ID
CFD 1
UNIT ID
CHIEF 1

UNIT INFORMATION	
RADIO	MOTOROLA
RADAR	NONE
CAMERA	NONE
MDT	TOUGHBOOK
LIGHT PKG	FULL LIGHTBAR 360



MAKE CHEVROLET
VIN 1GNSKLED5PR366856

MODEL TAHOE

YEAR 2023

COLOR BLACK
COLOR RED WRAP

INSTALLED REPORT

1	FRONT PUSH BAR INSTALL	PKG
2	PUSH BAR LIGHTING AND SPEAKER	PKG
3	LEFT BAR FUSION S, RIGHT BAR FUSION S	PKG
4	CENTER BAR QUAD 600, 100W SPEAKER	PKG
5	Federal Signal Q Siren City Owned	
6		
7	ROOF TOP 49" LED GPL LIGHTBAR	PKG
8	MOTOROLA ANTENNA 800MHZ DOME	PKG
9	MOTOROLA ANTENNA VHF MHZ DOME	PKG
10		
11	CENTER CONSOLE, BASE PLATE	PKG
12	MOUNTING PLATE, CONSOLE BOX	PKG
13	FACE PLATES, 4200 CONTOLLER	PKG
14	STREAM LIGHT FLASHLIGHT CHARGER	
15		
16	REAR PARTITION, REAR SIDE LIGHTING	PKG
17	4 FEINEX FLASH CONTROL MODULES,	PKG
18	STROM PRO 100 SIREN DRIVER,	PKG
19	REAR GATE LIGHTING 4 FUSION S,	PKG
20	SOUND OFF SIGNAL MOUNTS,	PKG
	LABOR	\$1,200.00

PARTS

1	GO RHINO PUSHBAR	\$ 550.00
2	FUSION S RED X2	\$ 200.60
3	QUAD 600 LED	\$ 599.00
4	TRITON SPEAKER	\$ 130.00
5	600 LIGHT MOUNT	\$ 50.00
6	49" GPL LIGHTBAR	\$1,564.26
7	MOT ANTENNAS	\$ 200.00
8	CONSOLE BASE	\$ 140.00
9	CENTER CONSOLE	\$ 650.00
10	CONSOLE MOUNT	\$ 75.00
11	4200 CONTROLLER	\$ 489.00
12	STREAM LIGHT	\$ 150.00
13	TROY PARTITION	\$ 980.00
14	T3 LED SIDE LIGHTS	\$ 49.00
15	100W SIREN DRIVER	\$ 199.00
16	FLASH MOUDLE 4	\$ 82.00
17	FUSION S RED X4	\$ 401.20
18	LED MOUNT	\$ 68.00
19	QUAD LIGHT CONTROL X2	\$ 300.00
20	WIRE, RELAY, CONT. SUPPLY	\$ 500.00
	PARTS TOTAL	\$7,377.06

SUBLET & ADDITIONALS

1	STEP BOARD LIGHTHING	
	CARO SNOW WORKS	\$ 633.24
	5040 CENTER ST FAIRGROVE 989 551 7569	
2	DECAL WRAP GRAPHICS	
	LARSEN GRAPHICS INC	\$ 2,600.00
	603 E FRANK ST CARO 989 823 3000	
3	FEDERAL SIGNAL Q SIREN	
	CITY OWNED	\$ 2,900.00
	TOTAL	\$6,133.24

PARTS \$ 7,377.06
LABOR \$ 1,200.00
S & A \$ 6,133.24
FREIGHT \$ 200.00

END TOTAL \$14,910.30

PRINT DATE TIME 12/4/2023 1:21PM

*MA
advance
vin #
304083*

*Jerry
Middaugh
Great Lakes
Safety*

*PO Box 8
Caro, MI
48723*

CITY OF CARO

MANAGER
 SCOTT R. CZASAK
 CLERK
 RITA PAPP
 TREASURER
 MICHELE PERRY
 ATTORNEY
 LAURA GENOVICH

317 South State Street
 Caro MI 48723
 Phone 989-673-2226
 Fax 989-673-7310
 Website www.carocity.net

MAYOR
 KAREN SNIDER
 CITY COUNCIL
 BOB ESCHENBACHER
 CHARLOTTE KISH
 DOREEN OEDY
 EMILY CAMPBELL
 JILL WHITE
 PAM ISELER

TO: City Council
 City Manager – Scott Czasak
 FROM: Michele Perry, Treasurer
 SUBJECT: Investment Change
 DATE: December 26, 2023

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

Financial Institute	Current Term	Interest Rate	Current Balance	Maturity Date	Plan of Action at Renewal Date
Independent Bank	13 Weeks	4.65%	237,595.19	1/4/2024	Close CDARS and open 180 day CD at Independent Bank at an approximate rate of 4.8%

After receiving the rates for this week at Independent Bank and North Star Bank my recommendation is to close the above CDAR and invest the funds in a Certificate of Deposit for 180 days at a rate of 4.80%.

Action:

Option 1:

Approve City Treasurer to close CDARS ending in 4867 at Independent Bank and invest the funds in a Certificate of Deposit for 180 days at a rate of 4.8%.

Option 2: Choose a different investment tool.

Option 3: Deny action of the above CDARS.

Week of December 26, 2023

<u>Certificates of Deposit</u>	<u>Rate</u>
7 – 31 Days	4.65%
32 – 89 Days	4.75%
90 – 119 Days	4.80%
120 – 149 Days	4.80%
150 – 179 Days	4.80%
180 – 269 Days	4.80%
270 – 359 Days	4.80%
360 Days	4.75%
18 Months	4.58%
24 Months	4.40%

Penalty for early withdrawal

<u>CDARS</u>	<u>Rate</u>
4 Weeks (28 Days)	4.40%
13 Weeks (91 Days)	4.40%
26 Weeks (182 Days)	4.40%
52 Weeks (364 Days)	4.10%
2 Years (728 Days)	3.50%
3 Years (1092 Days)	3.30%
5 Years (1820 Days)	2.95%

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

Penalty for early withdrawal

<u>Business Flex Checking</u>	<u>Rate</u>
\$0-\$99,999.99	0.40%
\$100,000-\$249,999.99	1.15%
\$250,000-\$499,999.99	1.85%
\$500,000-\$999,999.99	2.45%
\$1,000,000-\$2,499,999.99	3.05%
\$2,500,000+	3.70%

<u>Insured Cash Sweep (ICS)</u>	<u>Rate</u>
ICS (0-\$499,999.99)	0.95%
ICS (\$500,000-\$999,999.99)	1.75%
ICS (\$1,000,000-\$2,499,999.99)	2.70%
ICS (\$2,500,000+)	3.75%

<u>Money Market Savings</u>	<u>Rate</u>
\$0-\$99,999.99	0.45%
\$100,000-\$249,999.99	1.30%
\$250,000-\$499,999.99	1.90%
\$500,000-\$999,999.99	2.40%
\$1,000,000-\$2,499,999.99	2.85%
\$2,500,000+	3.55%

<u>FDIC Coverage for Government Entities:</u>
\$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

West Michigan
Jeff Case, ACPFIM
616.902.7493
jcase@ibcp.com

East Michigan
Ben Stone, CTP, ACPFIM
248.743.7329
bstone@ibcp.com

TreasuryONE Support | 800.530.3719 | tm_client_support@ibcp.com

Weekly Rates

Julie L. Smith <nbmarketing@northstarbank.ccsend.com>

on behalf of

Julie L. Smith <julie.smith+northstarathome.com@ccsend.com>

Tue 12/26/2023 10:02 AM

To:Michele Perry <mperry@carocity.net>

December 26, 2023



WHO YOU BANK WITH MATTERS

With greater attention on the banking industry in recent weeks, 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 3.80%
60 Days 3.95%
90 Days 4.10%
120 Days 4.25%
150 Days 4.40%
180 Days 4.55%
210 Days 4.45%
270 Days 4.35%
365 Days 4.25%
18 Month 4.10%
2 Year 3.95%
3 year 3.80%

CDARS TERMS & RATES

4 Weeks 3.65%
13 Weeks 3.95%
26 Weeks 4.40%
52 Weeks 4.10%

ICS RATE

2.65%

WIRE INSTRUCTIONS

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

[Learn More](#)

CITY OF CARO

CITY MANAGER
SCOTT CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
MICHELE PERRY
CITY ATTORNEY
LAURA GENOVICH

317 South State Street
Caro MI 48723
Phone 989-673-2226
Fax 989-673-7310
Website www.carocity.net

MAYOR
KAREN SNIDER
CITY COUNCIL
BOB ESCHENBACHER
EMILY CAMPBELL
PAMELA ISELER
CHARLOTTE KISH
DOREEN OEDY
JILL WHITE

TO: City Council
FROM: Karen Snider – Mayor
SUBJECT: Mayor’s Report
DATE: January 2, 2024

The City Clerk and I prepared the Council agenda on December 28 for the January 2, 2024, council meeting.

I attended the Ribbon cutting ceremony on December 28 for Liberty Tax and Loans. The new location for the business is 1243 W. Caro Road, Caro, MI. Owners Dennis, and Sean Squires are offering financial services including tax prep, payday loans and check cashing services. They have been in business for 11 years.

I attended Rotary on December 18 and the program was an Interact student Olivia Will who shared her musical talents on the violin, while accompanied by her cousin Nick. What an amazing performance by the two of them. Rotary was cancelled for the following two weeks due to the holidays.

The Planning Commission meeting was cancelled on December 26. ReAnna, our MSU Program Coordinator, gave an update on a Self Defense class she is trying to put together.

Great Start Family Enrichment Center hosted a Holiday Open House on December 18, 2023, and I was honored to be able to attend. They are located at 543 Columbia Street, Caro, MI. They provided music, refreshments, gifts and Santa. They offered tours for all attendees, and it was inspiring to see all the children having so much fun.

Mayor Karen Snider

CITY OF CARO

CITY MANAGER
SCOTT R. CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
MICHELE PERRY
CITY ATTORNEY
LAURA GENOVICH

317 South State Street
Caro MI 48723
Phone 989-673-2226
Fax 989-673-7310
Website www.carocity.net

MAYOR
KAREN SNIDER
CITY COUNCIL
EMILY CAMPBELL
BOB ESCHENBACHER
PAMELA ISELER
CHARLOTTE KISH
DOREEN OEDY
JILL WHITE

MEMORANDUM

TO: Caro City Council
FROM: City Manager Scott R. Czasak
DATE: Wednesday, December 27, 2023
RE: City Manager's Report

Members of the Caro City Council,

As soon as Christmas was upon us here in Caro it has passed for another year, putting us all on the final path towards the end of 2023 and the beginning of 2024.

In the last two weeks I will admit to having a light schedule due to the holidays and my vacation (which I am technically in the middle of as I write this) however I was happy to attend the Caro Rotary for their holiday gathering, and demonstrate a bit of my vast trivia knowledge as the table I was at, which included Mayor Snider, Clerk Papp, and DDA Member Otembra, won the Christmas trivia contest. I was also pleased to participate in the holiday party for our City staff, it was tremendous to have some time together to share holiday revelry, I did make sure to take a moment to thank all for their dedicated service to this community over the last year.

Looking forward, the bid documents for the sand volleyball pits and the bracing for the back wall at City Hall are out and are scheduled for opening at the end of January. I am anticipating putting both of these projects on the first agenda in February. In addition, the state, City Attorney and I have agreed on final language for the water and sewer agreements for the Caro Center, the only delay is the development of a map to attach to the agreements to demonstrate exactly where everything is. I anticipate having these two agreements on the agenda for the next Council meeting.

Lastly, I am proud to announce I have been accepted into the 2024 cohort of Saginaw Valley State University's Certified Public Manager program. This program involves one Friday a month attending training sessions either virtually or in person to grow my skillset as a City Manager. I am incredibly excited about this opportunity and to continue to grow my skills and training as a City Manager. Also, I will be completing my Zoning Administrator and Master Citizen Planner certifications through MSU Extension in the next month or so, continuing to develop my skillset as the Zoning Administrator.

I look forward to kicking 2024 off with a bang and to continue to work as hard as I can in the new year to get great things accomplished for the City of Caro. Happy New Year everyone!

CITY OF CARO

CITY MANAGER
SCOTT CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
MICHELE PERRY
CITY ATTORNEY
LAURA GENOVICH

317 South State Street
Caro MI 48723
Phone 989-673-2226
Fax 989-673-7310
Website www.carocity.net

MAYOR
KAREN SNIDER
CITY COUNCIL
BOB ESCHENBACHER
EMILY CAMPBELL
PAMELA ISELER
CHARLOTTE KISH
DOREEN OEDY
JILL WHITE

TO: City Council/City Manager
FROM: Rita Papp – City Clerk
SUBJECT: Clerk’s Report
DATE: January 2, 2024

- Continue to follow up on the upcoming changes to the election process due to the passing the Proposal 22-2, Promote the Vote.
- Continuing to attend Rotary Meetings to network with community members.
- Continuing to attend monthly LEAD Tuscola meetings as secretary of the Steering Committee.
- An agreement has been signed for the City of Caro to host the 9 days of early voting for the Central East Region, Tuscola County for Almer Charter Township, Indianfields Township, Wells Township and City of Caro. As the host clerk, I will be the coordinator responsible for organizing and monitoring the administrative requirements, including staffing of early voting for the participating municipalities here at the City of Caro polling location. In 2024, we will have a total of 31 election days. 27 early voting days and 4 actual election days. Clerks’ office will have a busy election year in 2024 to include extra hours of work including weekends.
- Starting the process of mailing AV Application & Ballot Selection Forms for the February 27, 2024 Presidential Primary Election.
- Working with the City Attorney & City Mayor on the MRTMA Proposal Petition Initiation of Ordinance – Green Citizens of Caro. Signatures have been verified. Proposal will be on the February 27, 2024 for the City of Caro voters.
- Working with MMRMA by filing a claim for the total loss of the 2023 Chevrolet Tahoe in a fire. The City of Caro will be receiving the full value of the vehicle along with installed equipment cost minus our deductible. The payoff will be sent to Ally Financial. Equipment cost will be reimbursed to Great Lakes Public Safety. Claim check has been received. Processing payoffs & reimbursements.
- Received notification of our annual share of distributions from MMRMA in the amount of \$74,917.00 + \$7,478.00 = \$82,395.00. Sent via electronic funds.
- The Planning Commission meeting was cancelled December 26, 2023.
- Received resignation letter via email from Rocco Borg, Parks & Recreation Committee. The vacancy will be posted until filled.
- Holiday closure for New Years: Friday, December 30, 2023 and Monday, January 1, 2024.