AGENDA
REGULAR MEETING OF THE CARO CITY COUNCIL
February 19, 2024, 6:30 P.M.

CALL TO ORDER (Pledge of Allegiance)

AGENDA APPROVAL

PUBLIC COMMENTS/VISITORS

COMMUNICATION:

1. Charter Communications – Upcoming Changes (2)
2. Caro Roadhouse Museum and Historical Society Annual Report 2023

CONSENT AGENDA:

1. Regular Council Meeting Minutes – February 5, 2024
2. Special Council Meeting Minutes – January 31, 2024
3. Policy Committee Meeting Minutes – February 12, 2024
4. Invoices
5. Department Reports
    A. Police Report – Chief Brian Newcomb
    B. Fire Report – Chief Randall Heckroth
    C. Code Enforcement Report – Randall Heckroth

REGULAR AGENDA:

1. Sand Volleyball Pits Bids
2. City Hall Back Wall Repair Bids
3. David Dienes II Contract Renewal
4. Investment Change #1
5. Investment Change #2
6. Set Policy Committee Meeting
7. Set Special Council Meeting

ITEMS POSTPONED: None

COMMITTEE/LIAISON POSITION REPORTS:

1. Economic Development Corporation (Mayor Snider)
2. Chamber of Commerce (Manager)
3. Downtown Development Authority (Kish)
4. Fair Board (Iseler)
5. Parks & Recreation (White)
6. Planning Commission (Eschenbacher)
7. Tuscola County Board of Commissioners (Iseler)
8. Zoning Board of Appeals (Mayor Snider)
9. Indianfields Township (Manager)
10. Almer Township (Campbell)

MAYOR'S REPORT – Written report submitted.

MANAGER REPORT – Written report submitted.

CLERK'S REPORT – Written report submitted.

TREASURER'S REPORT – Written report submitted.

ADDITIONAL PUBLIC COMMENTS

ADJOURN

Charter
COMMUNICATIONS

February 2, 2024

T1 P1 165 ******AUTO**ALL FOR AADC 480
City Of Caro
317 S. State Street
Caro, MI 48723-1725

RECEIVED
FEB - 5 2024
BY:

Re: Charter Communications – Upcoming Changes

Dear Franchise Official:

Spectrum Mid-America, LLC ("Spectrum"), is making its customers aware of the upcoming changes to the Vassar, MI channel line up serving your community.

- On or around March 4, 2024, Spectrum will launch carriage of **Newsmax (HD)** on Select Packages, channel 177.
- On or around February 1, 2024, five *Music Choice* services were rebranded:
  - *Music Choice Dance/EDM* located on Spectrum Channels 905 & 1903 will become **Music Choice Dance**.
  - *Music Choice Indie* located on Spectrum Channels 906 & 1904 will become **Music Choice 60s**.
  - *Music Choice Metal* located on Spectrum Channels 916 & 1914 will become **Music Choice Yacht Rock**.
  - *Music Choice Teen Beats* located on Spectrum Channels 924 & 1923 will become **Music Choice Teen Hits**.
  - *Music Choice Musica Urbana* located on Spectrum Channels 938 & 1937 will become **Music Choice Relaxing Vibes**.
- On or around February 28, 2024, *Hallmark Drama* on Spectrum Channel(s) 179, will be rebranded to **Hallmark Family**.
- On or around March 6, 2024, *Hallmark Movies & Mysteries* on Spectrum Channel(s) 85 & 124, will be rebranded to **Hallmark Mystery**.
- On or around March 25, 2024, *AXS TV* on Spectrum Channel 820, will be rebranded to **Anthem**.
- TV Japan has notified us that it will discontinue programming on or around March 31, 2024. Accordingly, Spectrum will cease carriage on channels 399, 880, & 2587.

Should you have any questions about this change, please feel free to contact me at (616) 607-2380.

Sincerely,

Derrick Mathis

Derrick Mathis
Manager, Government Affairs – Michigan
Charter Communications

Charter
COMMUNICATIONS

January 26, 2024

City of Caro
317 S. State Street
Caro, MI 48723

Re: Charter Communications – Upcoming Changes

Dear Franchise Official:

Spectrum Mid-America, LLC ("Spectrum"), is noticing its customers that on January 1, 2024 *WJRT 3 Circle TV* located on Spectrum Channel 193 rebranded to **theGrio** on the Vassar, MIchannel lineup serving your community.

Should you have any questions about this change, please feel free to contact me at (616) 607-2380.

Sincerely,

Derrick Mathis

Derrick Mathis
Manager, Government Affairs – Michigan
Charter Communications

RECEIVED
FEB - 5 2024
BY:

4670 East Fulton, Suite 102
Ada, MI 49301

CARO ROADHOUSE MUSEUM
& HISTORICAL SOCIETY

Caro Roadhouse Museum and Historical Society
Annual Progress Report for City of Caro
January 1, 2023 to December 31, 2023

March 13, 2024

Dear City of Caro Council Members:

As per our Lease Agreement, we are submitting the following annual progress report.

1. Successful Fundraiser: The parking lot was set up to park cars during the Tuscola County Fair in July. We raised enough funds to support the general maintenance and insurance on the building for a year. 124 volunteer hours were provided.
2. We hosted another successful open house weekend featuring the Caro Strand Theater, the Caro Drive-In and the Temple Theatre and provided tours for 2 Caro class reunions in October.
3. Rented storage unit for additional museum items.
4. A piece of facia that blew off the Roadhouse roof was repaired. Additional gravel was added to fill in water holes in the driveway.
5. Regular Hours: We were open to the Public-June 7th & 8th, July 6th, August 3rd, September 7th and October 6th & 7th.

Respectfully Submitted,

Linda Mason, President
Caro Roadhouse Museum and Historical Society

CITY OF CARO REGULAR COUNCIL MINUTES

Mayor Karen Snider called the regular meeting of the City Council to order on February 5, 2024, 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

24-M-25
Motion by Kish, seconded by Campbell to approve the agenda as presented.
Motion Carried.

PUBLIC COMMENT/VISITORS:
Caro Resident commented on the issue with cats.
Kevin Dicks commented on the food truck ordinance.

PRESENTATION: None

COMMUNICATIONS:

1. Downtown Development Authority Meeting Minutes (2) – January 10, 2024
2. Parks & Recreation Committee Meeting Minutes – January 23, 2024
3. Planning Commission Meeting Minutes – January 23, 2024
4. Raymond Bates Resignation Letter – Caro Area Transit Authority

CONSENT AGENDA:

1. Regular Council Meeting Minutes – January 16, 2024
2. Invoices

24-M-26
Motion by Eschenbacher, seconded by White to approve the consent agenda as presented including invoices.
Motion Carried.

REGULAR AGENDA: (action required)

1. Public Hearing – Ordinance No. 486 – Food Trucks/Discussion
   Public Hearing was opened at 6:39 p.m.

   City Manager presented the proposed Ordinance No. 486 – Food Trucks
   Kevin Dicks commented on the ordinance.
   Lauren Amellal commented on the ordinance.
   Councilor Kish commented on the options of re-evaluating the ordinance. Discussion followed.

2. Motion to Close Public Hearing – Ordinance No. 486 – Food Trucks

24-M-27
Motion by White, seconded by Kish to close the public hearing at 6:59 p.m.
Motion carried.

3. Action – Ordinance No. 486 – Food Trucks

24-M-28
Motion by White, seconded by Iseler, to refer the proposed Food Truck Ordinance to the Policy Committee and to the DDA Director for further review.
Roll call vote: Campbell – yes, Eschenbacher – yes, Iseler – yes, Kish – yes, Oedy – yes, White – yes, Mayor Snider – yes.
Motion carried.

4. Appointment of Sergeant of Arms

24-M-29
Motion by Kish, seconded by Iseler to appoint Caro Chief of Police, Brian Newcomb as Sergeant of Arms.
Motion carried.

5. Caro Center Water Agreement

24-M-30
Motion by Iseler, seconded by Eschenbacher to approve and authorize the Mayor and City Clerk to sign the Caro Center Water Agreement as presented.
Roll call vote: Eschenbacher – yes, Iseler – yes, Kish – yes, Oedy – yes, White – yes, Campbell – yes, Mayor Snider – yes.
Motion carried.

6. Caro Center Sewer Agreement

24-M-31
Motion by Eschenbacher, seconded by Kish to approve and authorize the Mayor and City Clerk to sign the Caro Center Sewer Agreement as presented.
Roll call vote: Iseler – yes, Kish – yes, Oedy – yes, White – yes, Campbell – yes, Eschenbacher – yes, Mayor Snider – yes.
Motion carried.

7. Banner Request – Heritage Vintage Market – May 4 – 20, 2024

24-M-32
Motion by White, seconded by Campbell to approve the amended Banner Request to reflect adjusted dates from Heritage Vintage Market, May 6 – 20, 2024 pending payment.
Motion carried.

8. Light Pole Usage Request – Operation Graduation – May 10 – 24, 2024

24-M-33
Motion by Kish, seconded by Eschenbacher to approve the Light Pole Usage Request from Operation Graduation to place banners on the light poles from May 10 – 24, 2024.
Motion carried.

9. Great Lakes Public Safety – Invoice Approval

24-M-34
Motion by Eschenbacher, seconded by Kish to approve the additional expense to install all necessary items in the 2023 Ford Explorer in the amount of $1,110.00 for a total of $8,410.00.
Motion carried.

10. Planning Commission Recommendation – Waiver Process

24-M-35
Motion by White, seconded by Iseler to deny the recommendation from the Planning Commission for the distance requirements to the Medical and Recreational Marihuana licenses.
Roll call vote: Kish – yes, Oedy – yes, White – yes, Campbell – yes, Eschenbacher – yes, Iseler – yes, Mayor Snider – yes.
Motion carried.

11. Investment Change #1

24-M-36
Motion by Mayor Snider, seconded by Eschenbacher to authorize the City Treasurer to change the investment at Independent Bank to a one-year term.
Motion carried.

12. Investment Change #2

24-M-37
Motion by Eschenbacher, seconded by White to instruct the City Treasurer to continue CD at Huntington Bank or if CDAR is available, instruct City Treasurer to withdraw $250,000.00 from Frankenmuth Credit Union for a CDAR at Huntington Bank for a one-year term.
Motion carried.

13. Remove Michele Perry as signer on all Financial Institutions effective February 19, 2024

24-M-38
Motion by Kish, seconded by Campbell to remove the City Treasurer Michele Perry as signer on all financial institutions to include Certificate of Deposits, CDARs, Savings and Checking accounts and to replace with Bob Eschenbacher, Mayor Pro Tem effective February 19, 2024, on an interim basis and only in the absence of the Mayor.
Motion carried.

14. Discuss City Manager Goals for 2024
    Discussion followed by council.

ITEMS PENDING/TABLED: None

COMMITTEE/LIAISON POSITION REPORTS: None

MAYOR'S REPORT – Written report submitted.
Mayor Snider requested a list of grants that the City Manager is working on for the next meeting.

MANAGER'S COMMENTS – Written report submitted.

CLERK'S REPORT – Written report submitted.

ADDITIONAL PUBLIC COMMENT: None

24-M-39
Motion by Eschenbacher, seconded by White to adjourn the meeting at 7:51 p.m.
Motion carried.

Rita Papp

Rita Papp
City Clerk

SPECIAL MEETING OF THE CARO CITY COUNCIL
January 31, 2024, 5:30 P.M.
Council Chambers, 317 S State St, Caro MI 48723

Mayor Karen Snider called the Special Meeting of the City Council to order on January 31, 2024 at 5:30 p.m. in the Council Chambers.

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

Absent: Doreen Oedy, Charlotte Kish

Others: Rita Papp – City Clerk, and other guests

PUBLIC COMMENT/VISITORS: None

SPECIAL AGENDA: (action required)

1. **Accept Resignation – Michele Perry, City Treasurer**

24-M-22
Motion by White, seconded by Campbell to accept the resignation of Michele Perry.
Motion carried.

2. **Discuss City Treasurer Vacancy**
   The City Treasurer posting was distributed to the Council for review.

24-M-23
Motion by White, seconded by Iseler to authorize the Clerk to post the City Treasurer position with the deadline of February 16, 2024.
Motion carried.

ADDITIONAL PUBLIC COMMENT: None

24-M-24
Motion by Iseler, seconded by White to adjourn the meeting at 5:32 p.m.
Motion carried.

Rita Papp

Rita Papp
City Clerk

CITY OF CARO POLICY COMMITTEE MINUTES

Policy Chair Jill White called the Policy Committee meeting to order on February 12, 2024 at 2:30 p.m. in the Council Chambers.

Present: Chair Jill White, Emily Campbell, & Pamela Iseler

Absent: None

Others: Scott Czasak – City Manager, Rita Papp – City Clerk, Lauren Amellal – DDA Director & Other guests

PUBLIC COMMENT/VISITORS: None

BUSINESS ITEMS:

1. **Discuss Food Truck Ordinance**

Chairperson Jill White started the discussion on the Food Truck Ordinance. The Policy Committee and the DDA Director made the following recommendations:

Section # 2 & # 3 – Clarify the definition of Transitory Food Service Unit & Transitory Food Service Station. Add language regarding Health Department permit requirements.
Section # 4 – Remove statement number 1.
Section # 5, 3 – Add language for EFT payments.
Section # 5, 6 – Add "inspected by Health Department".
Section # 5, 7C. – Change language from 2 weeks to 14 days.
Section # 6 – Add language to be more specific on hours based on location.
Section #6, 1 – Map needs to be developed.
Section # 6, 4 – Add "written consent of the city".
Section # 6, 10 – Add "only reasonable vapors… "
Section # 7 – Add "agencies".
Section # 11, 4 – Consult attorney on the language in this section.
Section # 11, 6 – Replace "any city official" with "authorized city official".

City Manager to submit recommended changes to the City Attorney for review and to develop a map. Next Policy Committee will be scheduled at the February 19, 2024 Council Meeting.

Adjournment

Motion by Campbell, seconded by Iseler to adjourn the meeting at 4:06 p.m.
Motion carried.

Rita Papp

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	
CARO AREA DISTRICT LIBRARY						
02/24	02/06/2024	77707	101-000-223-000	DUE TO CARO DISTRICT LIBRARY	13,469.51	
Total CARO AREA DISTRICT LIBRARY:					13,469.51	
Total 77707:					13,469.51	
CARO COMMUNITY SCHOOLS						
02/24	02/06/2024	77708	101-000-225-000	DUE TO CARO SCHOOLS	50,686.53	
02/24	02/06/2024	77708	101-000-225-000	DUE TO CARO SCHOOLS	102,256.39	
Total CARO COMMUNITY SCHOOLS:					152,942.92	
Total 77708:					152,942.92	
CARO TRANSIT AUTHORITY						
02/24	02/06/2024	77709	101-000-222-001	DUE TO CARO TRANSIT AUTHORITY	18,102.16	
Total CARO TRANSIT AUTHORITY:					18,102.16	
Total 77709:					18,102.16	
TUSCOLA COUNTY TREASURER						
02/24	02/06/2024	77710	101-000-228-001	DUE TO CTY - STATE EDUCATION	1,384.73	
02/24	02/06/2024	77710	101-000-222-000	DUE TO CTY - COUNTY OPERATING	903.31	
02/24	02/06/2024	77710	101-000-222-005	DUE TO COUNTY - INTEREST	45.12	
02/24	02/06/2024	77710	101-000-222-005	DUE TO COUNTY - INTEREST	69.17	
02/24	02/06/2024	77710	101-000-222-004	COUNTY SPECIALS	39,802.10	
Total TUSCOLA COUNTY TREASURER:					42,204.43	
Total 77710:					42,204.43	
TUSCOLA INTERMEDIATE SCHOOL						
02/24	02/06/2024	77711	101-000-234-000	DUE TO INTERMEDIATE SCHOOLS	38,384.83	
02/24	02/06/2024	77711	101-000-234-000	DUE TO INTERMEDIATE SCHOOLS	38,384.83-	V
Total TUSCOLA INTERMEDIATE SCHOOL:					.00	
Total 77711:					.00	
TUSCOLA INTERMEDIATE SCHOOL						
02/24	02/06/2024	77712	101-000-234-000	DUE TO INTERMEDIATE SCHOOLS	38,384.83	
Total TUSCOLA INTERMEDIATE SCHOOL:					38,384.83	
Total 77712:					38,384.83	

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
GREAT LAKES PUBLIC SAFETY EQUIPMENT					
02/24	02/06/2024	77713	216-336-970-000	CAPITAL OUTLAY	8,410.00
Total GREAT LAKES PUBLIC SAFETY EQUIPMENT:					8,410.00
Total 77713:					8,410.00
#3224 BUILDING ASSOCIATION					
02/24	02/19/2024	77714	248-728-922-000	WATER/SEWER/GARBAGE	83.26
Total #3224 BUILDING ASSOCIATION:					83.26
Total 77714:					83.26
ALMER CHARTER TOWNSHIP TREASURER					
02/24	02/19/2024	77715	101-000-432-008	ALMER TWP 425 AGREE'T TAXES	5,046.36
Total ALMER CHARTER TOWNSHIP TREASURER:					5,046.36
Total 77715:					5,046.36
ALS GROUP USA, CORP					
02/24	02/19/2024	77716	590-540-777-000	STATE TESTING & PERMITS	2,200.00
02/24	02/19/2024	77716	590-540-777-000	STATE TESTING & PERMITS	360.00
Total ALS GROUP USA, CORP:					2,560.00
Total 77716:					2,560.00
AMAZON CAPITAL SERVICES					
02/24	02/19/2024	77717	101-301-740-000	OFFICE SUPPLIES	64.99
02/24	02/19/2024	77717	101-301-740-000	OFFICE SUPPLIES	14.89
02/24	02/19/2024	77717	101-301-725-000	UNIFORMS/UNIFORM EQUIPMENT	46.43
02/24	02/19/2024	77717	101-301-725-000	UNIFORMS/UNIFORM EQUIPMENT	59.95
02/24	02/19/2024	77717	101-253-740-000	OFFICE SUPPLIES	39.65
02/24	02/19/2024	77717	590-540-740-001	OFFICE SUPPLIES	39.66
02/24	02/19/2024	77717	591-540-740-000	OFFICE SUPPLIES	39.66
02/24	02/19/2024	77717	101-265-776-000	O&M SUPPLIES	96.47
02/24	02/19/2024	77717	101-253-740-000	OFFICE SUPPLIES	27.55
02/24	02/19/2024	77717	101-253-740-000	OFFICE SUPPLIES	34.73
02/24	02/19/2024	77717	590-540-740-001	OFFICE SUPPLIES	34.73
02/24	02/19/2024	77717	591-540-740-000	OFFICE SUPPLIES	34.74
Total AMAZON CAPITAL SERVICES:					533.45
Total 77717:					533.45
AUTO-WARES GROUP					
02/24	02/19/2024	77718	661-575-930-000	CONTRACTED REPAIRS	498.73
02/24	02/19/2024	77718	216-336-930-000	REPAIRS - EQUIPMENT	359.98

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
Total AUTO-WARES GROUP:					858.71
Total 77718:					858.71
BRENTWOOD GRAPHICS					
02/24	02/19/2024	77719	101-441-725-000	UNIFORMS	23.00
02/24	02/19/2024	77719	590-540-740-001	OFFICE SUPPLIES	17.00
02/24	02/19/2024	77719	591-540-740-000	OFFICE SUPPLIES	17.00
02/24	02/19/2024	77719	101-265-776-000	O&M SUPPLIES	40.00
Total BRENTWOOD GRAPHICS:					97.00
Total 77719:					97.00
BRIGHTSPEED					
02/24	02/19/2024	77720	591-540-853-000	TELEPHONE	71.64
02/24	02/19/2024	77720	590-540-853-000	TELEPHONE	71.64
Total BRIGHTSPEED:					143.28
Total 77720:					143.28
CHARTER COMMUNICATIONS					
02/24	02/19/2024	77721	101-751-750-000	TECHNOLOGY	104.98
Total CHARTER COMMUNICATIONS:					104.98
Total 77721:					104.98
CHURCH, URBAN & ASSOCIATES LLC					
02/24	02/19/2024	77722	101-253-801-000	CONTRACTED SERVICES	50.00
02/24	02/19/2024	77722	101-253-801-000	CONTRACTED SERVICES	176.00
Total CHURCH, URBAN & ASSOCIATES LLC:					226.00
Total 77722:					226.00
CITY OF CARO					
02/24	02/19/2024	77723	101-265-922-000	WATER/SEWER/GARBAGE	226.78
02/24	02/19/2024	77723	101-441-922-000	WATER/SEWER/GARBAGE	2,631.48
02/24	02/19/2024	77723	101-703-922-000	WATER/SEWER/SAN	12.73
02/24	02/19/2024	77723	101-703-922-000	WATER/SEWER/SAN	12.73
02/24	02/19/2024	77723	101-703-922-000	WATER/SEWER/SAN	21.22
02/24	02/19/2024	77723	101-703-922-000	WATER/SEWER/SAN	21.22
02/24	02/19/2024	77723	101-751-922-000	WATER/SEWER	25.46
02/24	02/19/2024	77723	216-336-922-000	WATER/SEWER/GARBAGE	212.19
02/24	02/19/2024	77723	248-728-922-000	WATER/SEWER/GARBAGE	25.46
02/24	02/19/2024	77723	590-540-922-000	WATER/SEWER/GARBAGE	249.24
Total CITY OF CARO:					3,438.51

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
Total 77723:					3,438.51
CONTINENTAL HYDRODYNE SYS. INC					
02/24	02/19/2024	77724	590-540-776-001	LAB SUPPLIES	648.51
Total CONTINENTAL HYDRODYNE SYS. INC:					648.51
Total 77724:					648.51
ELAN FINANCIAL SERVICES					
02/24	02/19/2024	77725	248-728-776-000	DDA OPERATING SUPPLIES	45.64
02/24	02/19/2024	77725	248-728-741-000	LUNCHEONS	81.50
02/24	02/19/2024	77725	248-728-776-000	DDA OPERATING SUPPLIES	39.00
Total ELAN FINANCIAL SERVICES:					166.14
Total 77725:					166.14
EMTERRA ENVIRONMENTAL USA CORP					
02/24	02/19/2024	77726	596-521-801-000	CONTRACTED SERVICES	700.80
02/24	02/19/2024	77726	596-521-801-000	CONTRACTED SERVICES	21,531.45
02/24	02/19/2024	77726	596-521-801-000	CONTRACTED SERVICES	17,813.32
Total EMTERRA ENVIRONMENTAL USA CORP:					40,045.57
Total 77726:					40,045.57
GAMBLES DO IT BEST HARDWARE					
02/24	02/19/2024	77727	101-441-776-001	O&M SUPPLIES	19.92
02/24	02/19/2024	77727	101-441-776-001	O&M SUPPLIES	59.99
02/24	02/19/2024	77727	591-540-776-000	O&M SUPPLIES	14.48
02/24	02/19/2024	77727	591-540-776-000	O&M SUPPLIES	20.68
02/24	02/19/2024	77727	101-265-776-000	O&M SUPPLIES	25.57
02/24	02/19/2024	77727	101-265-776-000	O&M SUPPLIES	44.99
02/24	02/19/2024	77727	101-265-776-000	O&M SUPPLIES	99.98
Total GAMBLES DO IT BEST HARDWARE:					285.61
Total 77727:					285.61
HIRSCHMAN OIL SUPPLY INC					
02/24	02/19/2024	77728	661-575-860-000	GAS/OIL	792.47
Total HIRSCHMAN OIL SUPPLY INC:					792.47
Total 77728:					792.47
HONEYWELL INC					
02/24	02/19/2024	77729	101-265-801-000	CONTRACTED SERVICES	6,049.77
Total HONEYWELL INC:					6,049.77

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
Total 77729:					6,049.77
HUBBELL, ROTH & CLARK, INC					
02/24	02/19/2024	77730	590-540-970-002	CAPITAL OUTLAY - SRF	32,949.83
Total HUBBELL, ROTH & CLARK, INC:					32,949.83
Total 77730:					32,949.83
IN-HOUSE SOLUTIONS LLC					
02/24	02/19/2024	77731	216-336-960-000	EDUCATION & TRAINING	600.00
Total IN-HOUSE SOLUTIONS LLC:					600.00
Total 77731:					600.00
KEN MARTIN ELECTRIC, INC					
02/24	02/19/2024	77732	202-451-801-000	CONTRACTED SERVICES - CONST.	1,132.50
02/24	02/19/2024	77732	202-451-801-000	CONTRACTED SERVICES - CONST.	873.25
02/24	02/19/2024	77732	101-265-801-000	CONTRACTED SERVICES	400.00
Total KEN MARTIN ELECTRIC, INC:					2,405.75
Total 77732:					2,405.75
KRISTAL'S HELPING HAND LLC					
02/24	02/19/2024	77733	101-441-801-002	CONTRACTED SERV - JANITORIAL	138.34
02/24	02/19/2024	77733	101-441-801-002	CONTRACTED SERV - JANITORIAL	54.14
02/24	02/19/2024	77733	101-301-801-002	CONTRACTED SERV - JANITORIAL	108.34
02/24	02/19/2024	77733	101-253-801-002	CONTRACTED SERV - JANITORIAL	100.28
02/24	02/19/2024	77733	101-172-801-002	CONTRACTED SERV - JANITORIAL	100.28
02/24	02/19/2024	77733	101-260-801-002	CONTRACTED SERV - JANITORIAL	100.28
02/24	02/19/2024	77733	590-540-801-002	CONTRACTED SERV - JANITORIAL	108.34
Total KRISTAL'S HELPING HAND LLC:					710.00
Total 77733:					710.00
MEDLER ELECTRIC COMPANY					
02/24	02/19/2024	77734	202-451-801-001	CONTRACTED SERV - ENGINEERING	8,929.41
02/24	02/19/2024	77734	202-451-801-001	CONTRACTED SERV - ENGINEERING	5,341.46
Total MEDLER ELECTRIC COMPANY:					14,270.87
Total 77734:					14,270.87
MESSA					
02/24	02/19/2024	77735	202-463-716-000	HOSPITALIZATION INSURANCE	358.36
02/24	02/19/2024	77735	202-483-716-000	HOSPITALIZATION INSURANCE	356.18
02/24	02/19/2024	77735	101-172-716-000	HOSPITALIZATION INSURANCE	441.55
02/24	02/19/2024	77735	101-262-716-000	HOSPITALIZATION INSURANCE	66.65
02/24	02/19/2024	77735	101-253-716-000	HOSPITALIZATION INSURANCE	1,421.66

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
02/24	02/19/2024	77735	101-260-716-000	HOSPITALIZATION INSURANCE	306.60
02/24	02/19/2024	77735	101-265-716-000	HOSPITALIZATION INSURANCE	860.07
02/24	02/19/2024	77735	101-301-716-000	HOSPITALIZATION INSURANCE	8,722.76
02/24	02/19/2024	77735	591-536-716-000	HOSPITALIZATION INSURANCE	71.67
02/24	02/19/2024	77735	591-540-716-000	HOSPITALIZATION INSURANCE	1,935.16
02/24	02/19/2024	77735	596-560-716-000	HOSPITALIZATION INSURANCE	688.67
02/24	02/19/2024	77735	596-521-716-000	HOSPITALIZATION INSURANCE	143.35
02/24	02/19/2024	77735	661-575-716-000	HOSPITALIZATION INSURANCE	406.22
02/24	02/19/2024	77735	101-000-231-006	HEALTH INSURANCE WITHHOLDING	7,821.22
02/24	02/19/2024	77735	216-336-716-000	HOSPITALIZATION INSURANCE	162.09
02/24	02/19/2024	77735	590-560-716-000	HOSPITALIZATION INSURANCE	3,300.48
02/24	02/19/2024	77735	590-536-716-000	HOSPITALIZATION INSURANCE	71.67
02/24	02/19/2024	77735	590-540-716-000	HOSPITALIZATION INSURANCE	5,560.91
02/24	02/19/2024	77735	590-545-716-000	HOSPITALIZATION INSURANCE	501.71
02/24	02/19/2024	77735	591-560-716-000	HOSPITALIZATION INSURANCE	1,505.27
02/24	02/19/2024	77735	203-463-716-000	HOSPITALIZATION INSURANCE	430.04
02/24	02/19/2024	77735	203-483-716-000	HOSPITALIZATION INSURANCE	356.18
02/24	02/19/2024	77735	204-442-716-000	HOSPITALIZATION INSURANCE	215.02
02/24	02/19/2024	77735	204-483-716-000	HOSPITALIZATION INSURANCE	199.52
02/24	02/19/2024	77735	248-441-716-000	HOSPITALIZATION INSURANCE	71.67
02/24	02/19/2024	77735	248-728-716-000	HOSPITALIZATION INSURANCE	13.33
02/24	02/19/2024	77735	101-371-716-000	HOSPITALIZATION INSURANCE	74.38
02/24	02/19/2024	77735	101-702-716-000	HOSPITALIZATION INSURANCE	99.98
02/24	02/19/2024	77735	101-441-716-000	HOSPITALIZATION INSURANCE	2,800.36
02/24	02/19/2024	77735	101-751-716-000	HOSPITALIZATION INSURANCE	143.35
	Total MESSA:				39,106.08
	Total 77735:				39,106.08
MML WORKERS' COMP FUND					
02/24	02/19/2024	77736	590-545-721-000	WORKER'S COMP INSURANCE	18.98
02/24	02/19/2024	77736	590-545-721-000	WORKER'S COMP INSURANCE	37.96
02/24	02/19/2024	77736	248-728-721-000	WORKER'S COMP INSURANCE	174.12
02/24	02/19/2024	77736	216-336-721-000	WORKER'S COMP INSURANCE	161.28
02/24	02/19/2024	77736	216-336-721-000	WORKER'S COMP INSURANCE	20.76
02/24	02/19/2024	77736	216-336-721-000	WORKER'S COMP INSURANCE	1.07
02/24	02/19/2024	77736	216-336-721-000	WORKER'S COMP INSURANCE	280.33
02/24	02/19/2024	77736	590-560-721-000	WORKER'S COMP INSURANCE	188.19
02/24	02/19/2024	77736	203-463-721-000	WORKER'S COMP INSURANCE	56.94
02/24	02/19/2024	77736	203-483-721-000	WORKER'S COMP INSURANCE	75.16
02/24	02/19/2024	77736	204-442-721-000	WORKER'S COMP INSURANCE	28.47
02/24	02/19/2024	77736	204-483-721-000	WORKER'S COMP INSURANCE	29.01
02/24	02/19/2024	77736	248-441-721-000	WORKER'S COMP INSURANCE	9.49
02/24	02/19/2024	77736	248-728-721-000	WORKER'S COMP INSURANCE	23.39
02/24	02/19/2024	77736	101-441-721-000	WORKER'S COMP INSURANCE	46.77
02/24	02/19/2024	77736	101-751-721-000	WORKER'S COMP INSURANCE	18.98
02/24	02/19/2024	77736	101-753-721-000	WORKER'S COMP INSURANCE	4.68
02/24	02/19/2024	77736	101-754-721-000	WORKER'S COMP INSURANCE	1.17
02/24	02/19/2024	77736	202-463-721-000	WORKER'S COMP INSURANCE	47.45
02/24	02/19/2024	77736	202-483-721-000	WORKER'S COMP INSURANCE	75.16
02/24	02/19/2024	77736	101-301-721-000	WORKER'S COMP INSURANCE	33.55

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
02/24	02/19/2024	77736	101-371-721-000	WORKER'S COMP INSURANCE	47.14
02/24	02/19/2024	77736	101-701-721-000	WORKER'S COMP INSURANCE	12.88
02/24	02/19/2024	77736	101-702-721-000	WORKER'S COMP INSURANCE	35.32
02/24	02/19/2024	77736	101-441-721-000	WORKER'S COMP INSURANCE	379.50
02/24	02/19/2024	77736	101-441-721-000	WORKER'S COMP INSURANCE	.27
02/24	02/19/2024	77736	101-253-721-000	WORKER'S COMP INSURANCE	3.76
02/24	02/19/2024	77736	101-260-721-000	WORKER'S COMP INSURANCE	143.44
02/24	02/19/2024	77736	101-265-721-000	WORKER'S COMP INSURANCE	113.87
02/24	02/19/2024	77736	101-301-721-000	WORKER'S COMP INSURANCE	1,567.16
02/24	02/19/2024	77736	101-301-721-000	WORKER'S COMP INSURANCE	8.95
02/24	02/19/2024	77736	101-301-721-000	WORKER'S COMP INSURANCE	63.34
02/24	02/19/2024	77736	101-101-721-000	WORKER'S COMP INSURANCE	43.45
02/24	02/19/2024	77736	101-172-721-000	WORKER'S COMP INSURANCE	129.13
02/24	02/19/2024	77736	101-172-721-000	WORKER'S COMP INSURANCE	.27
02/24	02/19/2024	77736	101-262-721-000	WORKER'S COMP INSURANCE	71.75
02/24	02/19/2024	77736	101-247-721-000	WORKER'S COMP INSURANCE	4.03
02/24	02/19/2024	77736	101-253-721-000	WORKER'S COMP INSURANCE	138.08
02/24	02/19/2024	77736	596-560-721-000	WORKER'S COMP INSURANCE	78.40
02/24	02/19/2024	77736	596-560-721-000	WORKER'S COMP INSURANCE	1.07
02/24	02/19/2024	77736	596-521-721-000	WORKER'S COMP INSURANCE	18.98
02/24	02/19/2024	77736	661-575-721-000	WORKER'S COMP INSURANCE	18.98
02/24	02/19/2024	77736	661-575-721-000	WORKER'S COMP INSURANCE	43.61
02/24	02/19/2024	77736	590-545-721-000	WORKER'S COMP INSURANCE	9.49
02/24	02/19/2024	77736	590-545-721-000	WORKER'S COMP INSURANCE	40.92
02/24	02/19/2024	77736	591-560-721-000	WORKER'S COMP INSURANCE	188.19
02/24	02/19/2024	77736	591-560-721-000	WORKER'S COMP INSURANCE	2.15
02/24	02/19/2024	77736	591-536-721-000	WORKER'S COMP INSURANCE	9.49
02/24	02/19/2024	77736	591-540-721-000	WORKER'S COMP INSURANCE	256.21
02/24	02/19/2024	77736	590-560-721-000	WORKER'S COMP INSURANCE	2.15
02/24	02/19/2024	77736	590-536-721-000	WORKER'S COMP INSURANCE	9.49
02/24	02/19/2024	77736	590-540-721-000	WORKER'S COMP INSURANCE	733.64
02/24	02/19/2024	77736	590-540-721-000	WORKER'S COMP INSURANCE	18.98
	Total MML WORKERS' COMP FUND:				5,527.00
	Total 77736:				5,527.00
MONCHILOV SEWER SERVICE LLC					
02/24	02/19/2024	77737	590-545-801-000	CONTRACTED SERVICES	6,700.00
02/24	02/19/2024	77737	203-463-801-000	CONTRACTED SERVICES	795.00
	Total MONCHILOV SEWER SERVICE LLC:				7,495.00
	Total 77737:				7,495.00
MOORE MOTOR SALES					
02/24	02/19/2024	77738	216-336-930-000	REPAIRS - EQUIPMENT	565.19
02/24	02/19/2024	77738	101-301-930-001	VEHICLE MAINTENACE EXPENSE	1,075.53
	Total MOORE MOTOR SALES:				1,640.72

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
Total 77738:					1,640.72
NEOGEN CORPORATION					
02/24	02/19/2024	77739	590-540-776-001	LAB SUPPLIES	59.74
Total NEOGEN CORPORATION:					59.74
Total 77739:					59.74
NYE UNIFORM COMPANY					
02/24	02/19/2024	77740	216-336-740-000	OPERATING SUPPLIES	73.33
Total NYE UNIFORM COMPANY:					73.33
Total 77740:					73.33
PITNEY BOWES INC					
02/24	02/19/2024	77741	101-253-750-001	SOFTWARE MAINTENANCE AGREE'T	507.96
Total PITNEY BOWES INC:					507.96
Total 77741:					507.96
PLATINUM MECHANICAL INC					
02/24	02/19/2024	77742	591-540-801-000	CONTRACTED SERVICES	4,990.00
02/24	02/19/2024	77742	591-540-801-000	CONTRACTED SERVICES	4,178.39
02/24	02/19/2024	77742	591-540-801-000	CONTRACTED SERVICES	4,178.38
Total PLATINUM MECHANICAL INC:					13,346.77
Total 77742:					13,346.77
PRINTING SYSTEMS					
02/24	02/19/2024	77743	596-521-740-000	OFFICE SUPPLIES	163.51
02/24	02/19/2024	77743	591-540-776-000	O&M SUPPLIES	163.51
02/24	02/19/2024	77743	590-540-740-001	OFFICE SUPPLIES	163.51
Total PRINTING SYSTEMS:					490.53
Total 77743:					490.53
R&R TECHNICAL SERVICES					
02/24	02/19/2024	77744	101-172-801-000	CONTRACTED SERVICES	95.00
02/24	02/19/2024	77744	101-253-801-000	CONTRACTED SERVICES	47.50
02/24	02/19/2024	77744	101-260-801-000	CONTRACTED SERVICES	47.50
02/24	02/19/2024	77744	101-301-801-000	CONTRACTED SERVICES	71.25
02/24	02/19/2024	77744	101-441-801-000	CONTRACTED SERVICES	71.25
02/24	02/19/2024	77744	216-336-801-000	CONTRACTED SERVICES	23.75
02/24	02/19/2024	77744	101-101-801-000	CONTRACTED SERVICES	30.00
02/24	02/19/2024	77744	101-301-801-000	CONTRACTED SERVICES	55.00
02/24	02/19/2024	77744	101-253-801-000	CONTRACTED SERVICES	2.50
02/24	02/19/2024	77744	101-260-801-000	CONTRACTED SERVICES	2.50

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
02/24	02/19/2024	77744	590-540-801-000	CONTRACTED SERVICES	5.00
02/24	02/19/2024	77744	101-101-801-000	CONTRACTED SERVICES	90.00
02/24	02/19/2024	77744	101-260-801-000	CONTRACTED SERVICES	37.50
02/24	02/19/2024	77744	101-301-801-000	CONTRACTED SERVICES	15.00
02/24	02/19/2024	77744	101-441-801-000	CONTRACTED SERVICES	30.00
02/24	02/19/2024	77744	216-336-801-000	CONTRACTED SERVICES	15.00
02/24	02/19/2024	77744	590-540-801-000	CONTRACTED SERVICES	15.00
02/24	02/19/2024	77744	591-540-801-000	CONTRACTED SERVICES	30.00
02/24	02/19/2024	77744	590-540-853-000	TELEPHONE	20.45
02/24	02/19/2024	77744	591-540-853-000	TELEPHONE	20.45
02/24	02/19/2024	77744	596-560-853-000	TELEPHONE	20.45
02/24	02/19/2024	77744	661-575-853-000	TELEPHONE	55.00
02/24	02/19/2024	77744	101-172-801-000	CONTRACTED SERVICES	45.00
02/24	02/19/2024	77744	101-253-801-000	CONTRACTED SERVICES	37.50
02/24	02/19/2024	77744	101-301-853-000	TELEPHONE & PAGERS	20.45
02/24	02/19/2024	77744	202-483-853-000	TELEPHONE	20.45
02/24	02/19/2024	77744	203-483-853-000	TELEPHONE	20.45
02/24	02/19/2024	77744	204-483-853-000	TELEPHONE	20.45
02/24	02/19/2024	77744	248-728-853-000	TELEPHONE	55.00
02/24	02/19/2024	77744	216-336-853-000	TELEPHONE	55.00
02/24	02/19/2024	77744	101-253-853-000	TELEPHONE	27.50
02/24	02/19/2024	77744	101-260-853-000	TELEPHONE	27.50
02/24	02/19/2024	77744	101-371-853-000	TELEPHONE	20.50
02/24	02/19/2024	77744	101-702-853-000	TELEPHONE	20.45
02/24	02/19/2024	77744	101-441-853-000	TELEPHONE	20.45
02/24	02/19/2024	77744	101-703-853-000	TELEPHONE	20.45
02/24	02/19/2024	77744	590-540-801-000	CONTRACTED SERVICES	47.50
02/24	02/19/2024	77744	591-540-801-000	CONTRACTED SERVICES	47.50
02/24	02/19/2024	77744	596-521-801-000	CONTRACTED SERVICES	23.75
02/24	02/19/2024	77744	101-265-801-000	CONTRACTED SERVICES	45.00
02/24	02/19/2024	77744	101-751-801-000	CONTRACTED SERVICES	15.00
02/24	02/19/2024	77744	101-172-853-000	TELEPHONE	55.00
	Total R&R TECHNICAL SERVICES:				1,445.00
	Total 77744:				1,445.00
RASMUSSEN TRUCKING SERVICE CENTER LLC					
02/24	02/19/2024	77745	216-336-930-000	REPAIRS - EQUIPMENT	3,213.08
	Total RASMUSSEN TRUCKING SERVICE CENTER LLC:				3,213.08
	Total 77745:				3,213.08
STATE OF MICHIGAN - EGLE					
02/24	02/19/2024	77746	590-540-777-000	STATE TESTING & PERMITS	260.00
	Total STATE OF MICHIGAN - EGLE:				260.00
	Total 77746:				260.00

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
THOMAS SCIENTIFIC					
02/24	02/19/2024	77747	590-540-776-001	LAB SUPPLIES	195.73
Total THOMAS SCIENTIFIC:					195.73
Total 77747:					195.73
TIMOTHY WARREN					
02/24	02/19/2024	77748	101-000-225-000	DUE TO CARO SCHOOLS	791.46
02/24	02/19/2024	77748	101-000-447-000	TAX COLLECTION ADMIN FEE	7.92
Total TIMOTHY WARREN:					799.38
Total 77748:					799.38
TUSCOLA COUNTY ADVERTISER					
02/24	02/19/2024	77749	101-260-900-000	PRINTING & PUBLICATION	189.00
02/24	02/19/2024	77749	101-260-900-000	PRINTING & PUBLICATION	169.00
02/24	02/19/2024	77749	101-260-900-000	PRINTING & PUBLICATION	189.00
02/24	02/19/2024	77749	101-260-900-000	PRINTING & PUBLICATION	189.00
02/24	02/19/2024	77749	101-703-900-000	PRINTING/PUBLICATION	2,091.91
Total TUSCOLA COUNTY ADVERTISER:					2,827.91
Total 77749:					2,827.91
TUSCOLA COUNTY BPW					
02/24	02/19/2024	77750	390-905-991-000	BOND PRINCIPAL PAYMENTS - NEW	395,000.00
02/24	02/19/2024	77750	390-905-993-000	BOND INTEREST PAYMENTS - NEW	16,714.05
Total TUSCOLA COUNTY BPW:					411,714.05
Total 77750:					411,714.05
TUSCOLA COUNTY TREASURER					
02/24	02/19/2024	77751	101-172-801-000	CONTRACTED SERVICES	367.20
Total TUSCOLA COUNTY TREASURER:					367.20
Total 77751:					367.20
UNIFIRST CORPORATION					
02/24	02/19/2024	77752	101-265-776-000	O&M SUPPLIES	18.45
02/24	02/19/2024	77752	216-336-740-000	OPERATING SUPPLIES	25.75
02/24	02/19/2024	77752	590-540-776-000	OM&R SUPPLIES NORMAL	21.64
02/24	02/19/2024	77752	101-265-776-000	O&M SUPPLIES	21.00
02/24	02/19/2024	77752	101-265-776-000	O&M SUPPLIES	23.00
Total UNIFIRST CORPORATION:					109.84
Total 77752:					109.84

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
USA BLUEBOOK					
02/24	02/19/2024	77753	101-441-725-000	UNIFORMS	590.60
Total USA BLUEBOOK:					590.60
Total 77753:					590.60
VILLAGE OF CASS CITY					
02/24	02/19/2024	77754	591-540-777-001	WATER TESTING	480.00
Total VILLAGE OF CASS CITY:					480.00
Total 77754:					480.00
WEX BANK					
02/24	02/15/2024	800062	661-575-860-000	GAS/OIL	788.63
02/24	02/15/2024	800062	216-336-860-000	GAS & OIL	157.23
02/24	02/15/2024	800062	101-371-860-000	GAS	39.31
02/24	02/15/2024	800062	101-301-860-000	GAS/OIL/TIRES	942.70
02/24	02/15/2024	800062	590-540-860-000	GAS/OIL/DIESEL	134.65
Total WEX BANK:					2,062.52
Total 800062:					2,062.52
Grand Totals:					877,842.36

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

To: Caro City Council, Caro City Manager

From: Brian Newcomb, Chief of Police

Regarding: Month end report, January 2024

Date: February 9, 2024

POLICE REPORTS

Police Complaints received for January 2024 = 332 complaints

Comparison-

December 2023- 323 complaints
November 2023- 396 complaints
October 2023- 406 complaints
September 2023- 416 complaints.
August 2023 – 409 complaints

January 2023- complaints

MILEAGE

January 2024- 3394 miles

GASOLINE
January 2024- 282.83

911 OPEN LINE/HANGUP	2
ABANDONED VEHICLE	2
ALARM	12
ANIMAL AT LARGE	2
ASSAULT	14
ASSIST DHHS	3
ASSIST FIRE	6
ASSIST MDOC	
ASSIST MSP	
ASSIST OTHER PD	2
ASSIST THUMB NARCOTICS	
ASSIST TUSH IN CARO	
ATTEMPT TO LOCATE PERSON	
B&E	
BACKGROUND INVESTIGATION LE	
CHILD NEGLECT/ABUSE	2
CITIZEN ASSIST	
CIVIL	4
CONDITIONAL BOND VIOLATION	1
CRIMINAL SEXUAL CONDUCT	3
DISORDERLY	3
DISTURBING THE PEACE	2
DOG BITE	
DOG LOCKED IN VEHICLE	
DWLS	2
EMBEZZLEMENT	
FALSE PERSONATION	
FELONIOUS ASSAULT	
FIGHT IN PROGRESS	1
FIREWORKS VIOLATION	
FLEE POLICE	
FOUND PROPERTY	
FRAUD	7
GENERAL	5
GUNSHOT WOUND	
HARASSMENT	6
HIT AND RUN PDA	
HOMELESS	3
HOMICIDE ATTEMPT	
INJURY CRASH	4
INTOXICATED PERSON	1
INVESTIGATION FOLLOWUP	1
KEYS LOCKED IN VEHICLE	
KIDNAPPING	
LARCENY	
LARCENY BY CONVERSION	
LARCENY FROM VEHICLE	
LARCENY IN A BUILDING	
LIQUOR INSPECTION	15
o	
LOITERING	
LOST PROPERTY	
MDOP	1

2080 Wells rd.	tush	Assault
4148 Lakeview Dr.	msp	Kidnap
1100 valley dr	vassar	B&E
3771 Dutcher rd.	tush	D.V.
2393 Luder rd.	tush	D.V.
4148 Lakeview Dr.	tush	suicidal

MED FIRST RESPONSE CALL	16
MENTAL HEALTH CALL	7
MIP-ALCOHOL	
MIP-VAPE	2
MISSING JUVENILE	
MISSING PERSON	
MISUSE OF 911 LINE	
MOTORIST ASSIST	
MUTUAL AID	6
NARCOTICS	2
NATURAL DEATH	
NO INSURANCE-VEHICLE	2
NO REGISTRATION MISDEMEANOR	2
NOISE COMPLAINT	
OPEN DOOR	
OVERDOSE-DRUGS	
OWI	2
PARKING VIOLATIONS	31
PAROLE VIOLATION	2
PDA	17
PPO VIOLATION	4
PROBATION VIOLATION	
PROWLER	
PUBLIC RELATIONS	2
RECKLESS DRIVING	3
REGISTRATION VIOLATION	1
RESIST OFFICER	
RETAIL FRAUD	6
ROAD RAGE	
RUNAWAY	
SINKHOLE IN ROADWAY	
STALKING	
SUICIDE	
SUICIDAL PERSON-THREATS OF	2
SUSPICIOUS PERSON	8
SUSPICIOUS SITUATION	7
THREATS	2
THREATS TO ATTY GENERAL	
THREATS TO COURTHOUSE	
THREATS TO SCHOOL	
TRAFFIC CONTROL	8
TRAFFIC STOPS/CITATIONS	73
TRESPASS	1
UDAA	1
VERBAL DOMESTIC	7
VIN INSPECTION	
WARRANT ARREST - FELONY	
WARRANT ARREST - MISDEMEANOR	2
WEAPONS OFFENSE	2
WELFARE CHECK	10
WITNESS INTIMIDATION	

TOTAL COMPLAINTS FOR Dec 2023	332

		Fire runs January 1, 2024 thru January 31, 2024	City of Caro Fire Department	Report to Council		page 1
Run #	Date	Responsible entity	Adress of call	Description	Water usage	Township
1	1/1/2024		2610 W. Sanilac Rd.	Medical assist	0	Indianfileds
2	1/1/2024		1133 Ryan Rd.	Medical assist	0	Indianfileds
3	1/2/2024	Brent LaJoie	790 Norma Dr.	CO issue	0	Indianfileds
4	1/3/2024		246 Almer Dr.	Medical assist	0	Almer
5	1/3/2024	Mihael Holt	M-24 & M-46	single vehicle crash	0	Indianfileds
6	1/3/2024		330 Hamilton St.	Medical assist	0	City of Caro
7	1/4/2024		177 N. State St.	Medical assist	0	City of Caro
8	1/4/2024		2311 N. Hurds Corner RD.	Medical assist	0	Ellington
9	1/5/2024		1948 Sheridan Rd.	Medical assist	0	Juniata
10	1/5/2024		1060 Riley Rd.	Medical assist	0	Indianfileds
11	1/6/2024	Stacy Blossom	State & Frank St.	2 vehicle crash	0	City of Caro
12	1/7/2024		139 E. Congress St.	Medical assist	0	City of Caro
13	1/7/2024	Edward Bates	Riley & E. Dayton Rd.	vehicle fire	750	Wells
14	1/7/2024		1601 W. Gilford RD. apt. 105 C	Medical assist	0	City of Caro
15	1/7/2024		1823 Sunset Dr.	Medical assist	0	Almer
16	1/7/2024		119 Butler St.	Medical assist	0	City of Caro
17	1/7/2024	Brian Warner	215 Ellington St.	Vehicle crash	0	City of Caro
18	1/7/2024		119 Butler St.	Medical assist	0	City of Caro
19	1/7/2024		2091 Forest Dr.	Medical assist	0	Indianfileds
20	1/8/2024		2091 Forest Dr.	Medical assist	0	Indianfileds
21	1/8/2024		1111 S. Colling Rd.	Medical assist	0	City of Caro
22	1/9/2024		1060 Riley Rd.	Medical assist	0	Indianfileds
23	1/9/2024		1548 E. Caro Rd.	Medical assist	0	Almer
24	1/9/2024		429 Montague Ave.	Medical assist	0	City of Caro
25	1/10/2024		2188 Vickory Rd.	Medical assist	0	Juniata
26	1/10/2024	unknown	W. Caro & Dixon RD.	vehicle crash	0	Indianfileds
27	1/11/2024		330 Hamilton St.	Medical assist	0	City of Caro
28	1/11/2024		152 E. Deckerville #215	Medical assist	0	City of Caro
29	1/12/2024		1806 Rails End Blvd.	Medical assist	0	Almer
30	1/12/2024	DTE	1054 E. Northwood Dr.	power lines down	0	City of Caro
31	1/12/2024	DTE	Deckerville& Hurds Corner	power lines down	0	Ellington
32	1/12/2024	DTE	3915 Colwood Rd.	power lines down	0	Ellington
						page 2
Run #	Date	Responsible entity	Adress of call	Description	Water usage	Fiscal Billing #
33	1/13/2024	cancled enroute	1060 Riley Rd.	Medical assist	0	Indianfileds
34	1/13/2024	DTE	2285 Vickory Rd.	power lines down	0	Juniata
35	1/13/2024		1355 Gun Club Rd.	medical lift assist	0	Indianfileds
36	1/13/2024		3954 Pine Rd.	medical lift assist	0	Wells
37	1/13/2024	Cable Co.	M24 & Bliss Rd.	cable lines	0	Indianfileds
38	1/13/2024	MidWest Properties	117 Howard St.	propane tank fire	0	City of Caro
39	1/14/2024	cancled enroute	M46 & Leix Rd.	Vehicle crash	0	Indianfileds
40	1/14/2024		1601 W. Gilford Rd. D205	Medical assist	0	City of Caro
41	1/14/2024		745 Westchester Dr.	Medical assist	0	City of Caro
42	1/14/2024	Mayville FD	5205 Schott Rd.	House fire	0	Fremont

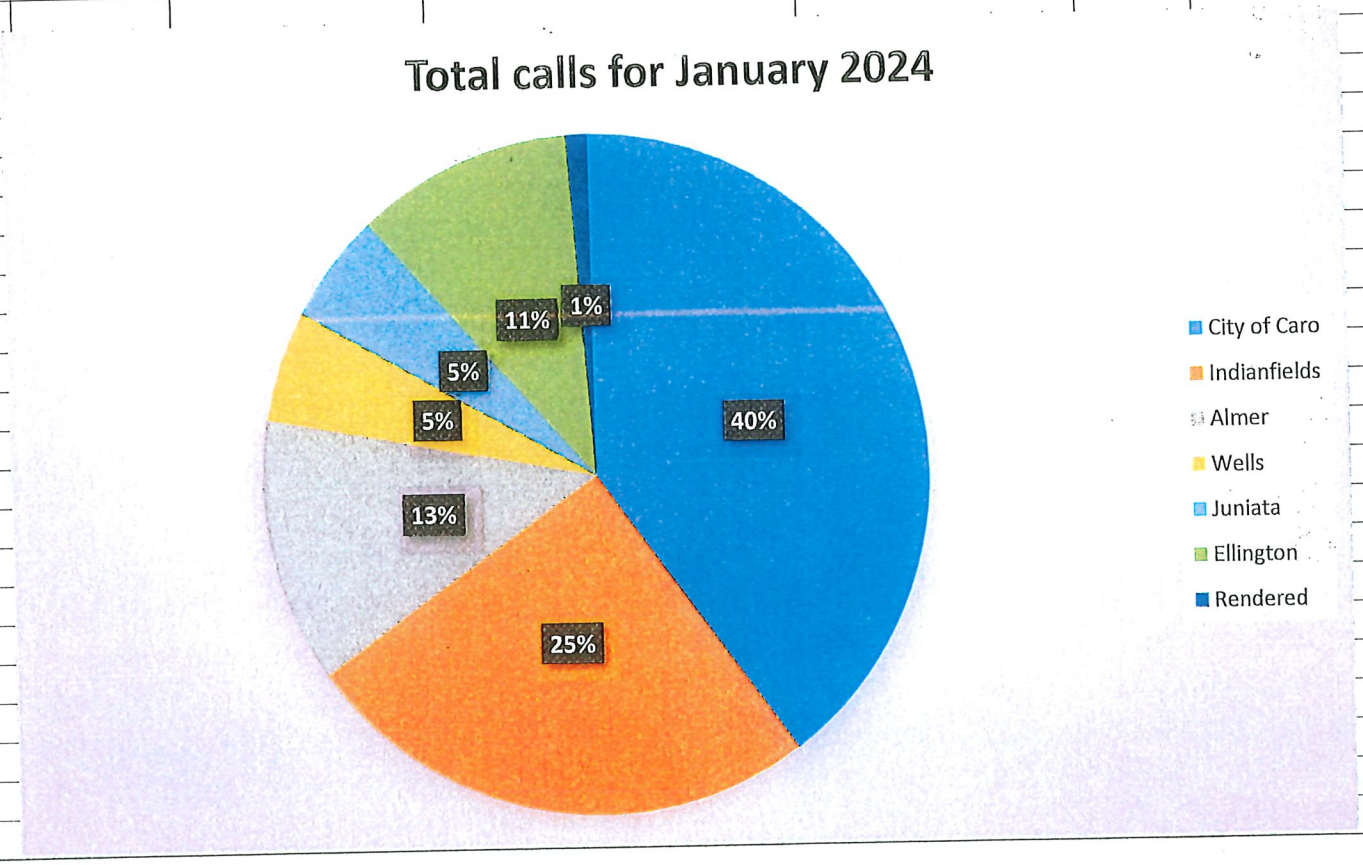
43	1/15/2024	Montague Place	200 S. State ST. #301	smoke detector	0	City of Caro
44	1/15/2024	John Lesosky	112 First St.	electrical plug fire	0	City of Caro
45	1/15/2024	canceled	Colwood & Darbee Rd.	vehicle in ditch	0	Almer
46	1/16/2024		2998 Hurds Corner Rd.	Medical assist	0	Ellington
47	1/16/2024		3205 Cat Lake Rd.	Medical assist	0	Wells
48	1/16/2024	Karen Koop	State & Frank St.	2 vehicle crash	0	City of Caro
49	1/17/2024		2360 Van Geisen Rd.	Medical assist	0	Indianfields
50	1/17/2024		406 W. Frank St.	Medical assist	0	City of Caro
51	1/17/2024		1121 E. Caro Rd.	Medical assist	0	City of Caro
52	1/17/2024	shared X 3	Quinn & State St.	vehicle crash	0	City of Caro
53	1/17/2024		3148 Cat Lake Rd.	Medical assist	0	Indianfields
54	1/17/2024		2134 Dixon Rd.	Medical assist	0	Indianfileds
55	1/17/2024		135 Wireline Rd.	Medical assist	0	Indianfileds
56	1/18/2024	Henry Wagner	1171 N. Colling Rd.	fire investigation	0	Almer
57	1/18/2024		1080 N. Colling Rd.	Medical assist	0	City of Caro
58	1/19/2024		2975 S. Murray RD.	Medical	0	Wells
59	1/19/2024		2091 Forest Dr.	Medical	0	Indianfileds
60	1/19/2024	William Wright	118 E. Washington St.	gas leak investigation	0	City of Caro
61	1/20/2024		1731 Sunset Dr.	Medical	0	Almer
62	1/20/2024	Gardy Trust	3275 Washburn Rd.	house fire	500	Indianfileds
63	1/20/2024		1601 W. Gilford Rd.	Medical	0	City of Caro
64	1/20/2024	Gardy Trust	3275 Washburn Rd.	House fire	18000	Indianfields
66	1/21/2024		152 W. Sherman St.	Medical	0	City of Caro
67	1/21/2024		505 W. Burnside St. #3	Medical	0	City of Caro
68	1/22/2024		1682 Caro Lake Dr.	Medical	0	Indianfields
69	1/22/2024	cancled enroute	near 2317 E. Caro Rd.	vehicle crash	0	Ellington
70	1/23/2024		2250 Orr Rd.	Medical	0	Ellington
71	1/23/2024		2862 Washburn Rd.	Medical	0	Juniata
72	1/24/2024		745 Westchester Dr.	Medical	0	City of Caro
73	1/24/2024	Tricia Jacobs	2300 E. Wells Rd.	smoke detector	0	Wells
74	1/24/2024	Thumb Electric Co.	1400 N. Hurds Corner Rd.	Transformer blown	0	Ellington
75	1/24/2024		1823 Sunset Dr.	Medical	0	Almer
76	1/24/2024		2091 Forest Dr.	Medical	0	Indianfileds
77	1/25/2024		1747 Sunset Dr.	Medical	0	Almer
78	1/25/2024	Alice	E. Caro Rd.	single vehicle crash	0	Almer
79	1/26/2024	Zuli Flanigan	1635 Parkway Dr.	oven sparking	0	City of Caro
80	1/26/2024	DTE	101 S. State St.	electrical issue	0	City of Caro
81	1/27/2024	disregarded	1356 Kingston Dr.	Medical	0	City of Caro
82	1/27/2024		2327 Tomlinson RD.	Medical	0	Ellington
83	1/27/2024		130 Gardner St.	Medical	0	City of Caro
84	1/27/2024		2311 N. Hurds zCorner Rd.	Medical	0	Ellington
85	1/28/2024		1791 Sunrise Dr.	Medical	0	Almer
86	1/29/2024		2113 Vickory RD.	Medical	0	Juniata
87	1/30/2024		1047 Cleaver Rd.	Medical	0	City of Caro
88	1/30/2024	Midwest South	213 W. Congress St.	gas smell Invs.	0	City of Caro
89	1/30/2024		W. Sanilac Rd. Caro	Medical	0	Indianfields
90	1/30/2024	Linda Voelker	1163 Luder Rd.	smoke detector	0	Almer
91	1/31/2024		552 E. Frank St.	Medical, cancled	0	City of Caro
92	1/31/2024	canceled	E. Deckerville & Hurds Corner	vehicle crash	0	Ellington

93	1/31/2024		622 W. Sherman St.	Medical	0	City of Caro
94	1/31/2024		150 E. Deckerville Rd. Ap. 109	Medical	0	City of Caro
95	1/31/2024		1032 S. Colling Rd.	Medical	0	City of Caro

page 4

Fire calls	33
Medical calls	62
Total runs	95

	Total month calls	Medical calls	Fire calls
City of Caro	38	26	12
Indianfields	24	15	7
Almer	12	8	4
Wells	5	3	2
Juniata	5	4	1
Ellington	10	5	4
Rendered	1	1	1



CITY OF CARO CODE ENFORCEMENT

February 2024 Council Code report

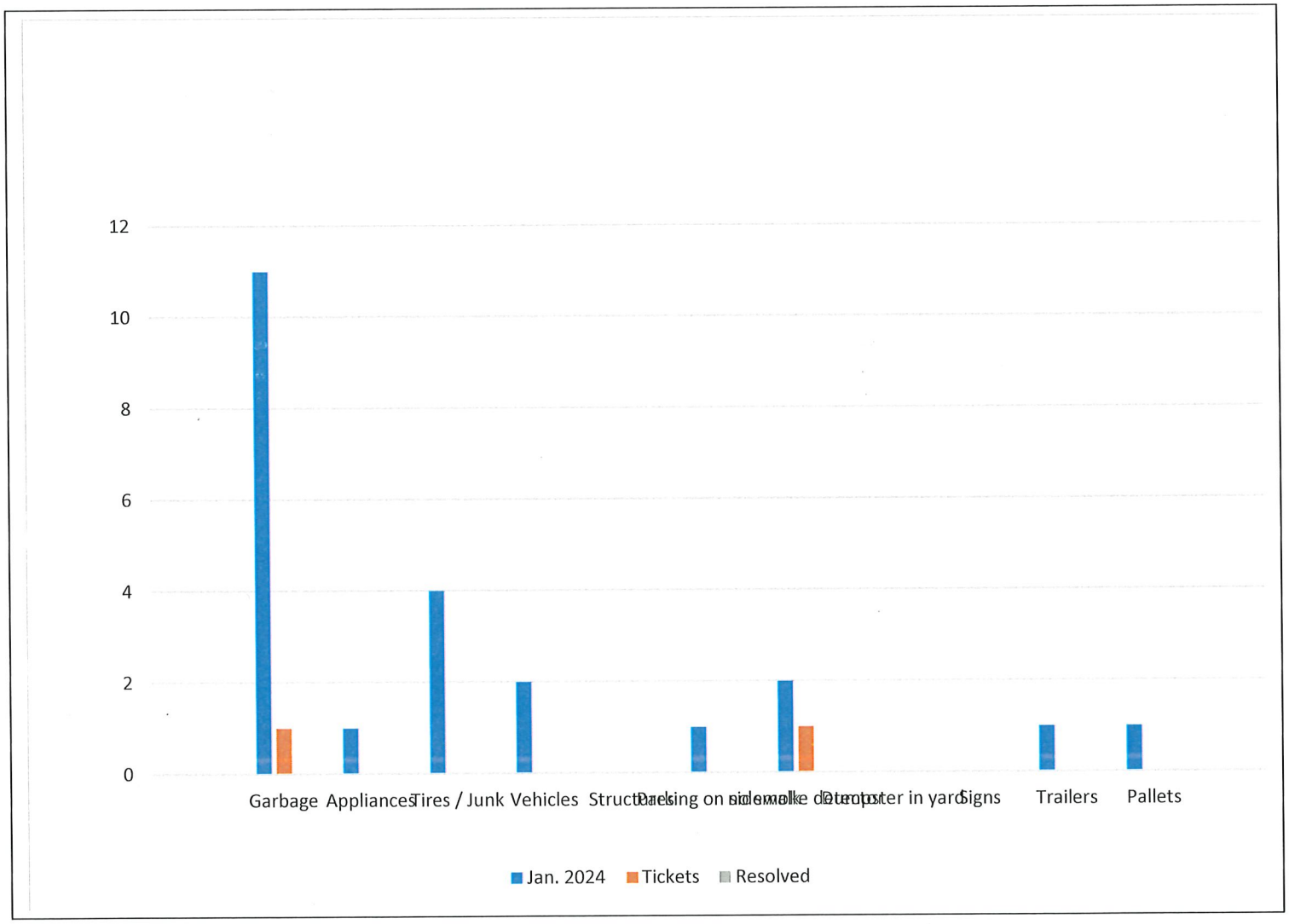
January 2024 monthly review

220 Ellis St.	Appliance in yard	2nd. notice
227 W. Grant St.	Pallets and tires	2nd. notice
147 Atwood St.	Trailer on front lawn	2nd. notice
1032 S. Colling Rd.	tires	1st. notice
1032 S. Colling Rd.	Blight vehicle	1st. notice
810 W. Lincoln St.	Yard junk	1st. notice
810 W. Lincoln St.	Garbage violation	1st. notice
424 W. Frank St.	Garbage violation	1st. notice
424 W. Frank St.	Garbage violation	2nd. notice
64 Rodd Dr.	pallets	1st. notice
318 E. Grant St.	Garbage violation	1st. notice
318 E. Grant St.	Vehicle on right of way	1st. notice
126 W. Gamble St.	Garbage violation	1st. notice
624 S. State St.	Garbage violation	1st. notice
320 S. State St.	Blight vehicle	1st. notice
424 W. Frank St.	Garbage violation	1st. offence $100.00 ticket
144 W. Gamble St.	Garbage violation	1st. notice
100 S. Hooper St.	Tires in the yard	1st. notice
820 Gibbs St.	Garbage violation	1st. notice
624 S. State St.,	Garbage violation	2nd. notice
117 Howard St.	No smoke detector violation	1st. offence $100.00 ticket

CITY OF CARO CODE ENFORCEMENT

February 2024 Council Code report

January 2024 monthly review



Monthly total tickets issued, $200.00
Monthly total blights cases dealt with , 21

Monthly cases resolved, 0

Top -Violation for January 2024 #1 Garbage violation

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
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PAMELA ISELER
CHARLOTTE KISH
DOREEN OEDY
JILL WHITE

MEMORANDUM

TO: Caro City Council
FROM: City Manager Scott R. Czasak
DATE: Wednesday, February 14, 2024
RE: Agenda Item – 2 Sand Volleyball Pits Bids

Members of the Caro City Council,

As you know, during the budget process we included a project to install two (2) sand volleyball pits in our park system. During the development of the bid documents, it was determined that the volleyball pits would be installed inside the track at the Fairgrounds near the location of the former baseball field.

As such, the project was placed out for bids per policy, i.e., in The Advertiser, the City of Caro website and Facebook page. Also, this was placed by the City on BidNet, an online bid site for those seeking bids, and was also picked up by Construct Connect, an online clearing house of bidders. The following three bids were received:

Bidder	Location	Bid Amount
Powell's	Montrose, MI	$22,950.00
Verbeke Enterprises	Port Huron, MI	$41,854.00
Mikinaak	Wixom, MI	$29,497.50

As this project was initially estimated to cost $30,000.00 in the budget, as such two (2) bidders came in under budget, however, there is still the outstanding cost of the poles and nets required for the pits, which will be purchased and installed in-house at a cost of about $1,000-$2,000 per pit. Therefore, only one bid allows this project to remain under budget considering the future costs to complete the project, and after reviewing the bids, qualifications, and experience of the bidders, I am recommending the bid be awarded to Powell's in the amount of $22,950.00.

Your options for motions are:

1. Accept the bid from Powell's to install two (2) sand volleyball pits per bid documents in the amount of $22,950.00 and authorize the City Manager to sign all necessary documents to execute the bid.

2. Accept the bid from another bidder to install two (2) sand volleyball pits per the bid documents at the amount bid, 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.

3. Instruct the City Manager to rebid the project.

4. Postpone for further discussion.

5. Take no action.

POWELL'S
170 W. State St.
Montrose, Mi 48457

Office: (810) 639-7516
Cell: (810) 247-8621
Fax: (810)639-7580
Email: m57auto@gmail.com

Contact Name: City Clerk
Company Name: City of Caro
Street Address: 317 S State St
City, ST ZIP Code: Caro, MI 48723
Phone: 989-673-7671
Email:

QUOTE

Date: 1/30/24

EXPIRATION DATE:

Construction of 2 Sand Volleyball Pits – City of Caro

QTY	DESCRIPTION	LINE TOTAL
	Cut out for 2 Volleyball Pits.	
	Remove and dispose of dirt/spoils	
	Replace with Mason Sand and Grade	
	TOTAL	$22,950.00

Quotation prepared by: Shane Powell Shane Powell

Thank you for your business!

VEADERE

	units	Cost	total
sand	525	20.34	$ 10,679
top soil	50	40.5	$ 2,025
seed	2	189	$ 378
fertilizer	2	38	$ 76
mulch	8	67.5	$ 540
excavator	1	3780	$ 3,780
dozer	1	1350	$ 1,350
tractor	1	800	$ 800
trucking	40	270	$ 10,800
laborer	40	90.45	$ 3,618
labor forman	40	98.95	$ 3,958
operator	40	96.25	$ 3,850
	0	0	$ -
	0	0	$ -
	0	0	$ -
	0	0	$ -
	0	0	$ -
	0	0	$ -
		0	$ -
total			$ 41,854

MIKINAAK
SAND AND GRAVEL LLC
Phone:989-843-0087

QUOTATION

Quote Number: 111
Quote Date: Jan 22, 2024
Page: 1

Quoted To:
City of Caro Attn: City Clerk 317 South State Street Caro, MI 48723 United States

Job Site:
City of Caro

Customer ID	Good Thru	Payment Terms	Sales Rep
	2/21/24	Net 30 Days	

Quantity	Item	Description	Unit Price	Amount
640.00	S005	Mason Sand; By the Ton; Haul in and Place; Includes Equipment and Labor	35.50	22,720.00
455.00		Removal of Top Soil; By the Yard	10.50	4,777.50
1.00		Geo-Textile Fabric; Material and Installment	2,000.00	2,000.00
			Subtotal	29,497.50
			Sales Tax	
			TOTAL	**29,497.50**

CITY OF CARO

CITY MANAGER
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JILL WHITE

MEMORANDUM

TO: Caro City Council
FROM: City Manager Scott R. Czasak
DATE: Wednesday, February 14, 2024
RE: Agenda Item – City Hall Back Wall Repair Bids

Members of the Caro City Council,

As you know, during the budget process we included a project to repair and brace the back wall of City Hall due to the damage caused by the vines which previously grew on the walls, as well as water damage. Part of this project would also be to add an additional layer of protection by installing a waved steel brace on the wall which would deter future growth. This project will need to be done in coordination with the preexisting roof repair project to ensure a seamless integration of the two.

As such, the project was placed out for bids per policy, i.e., in The Advertiser, the City of Caro website and Facebook page. Also, this was placed by the City on BidNet, an online bid site for those seeking bids, and was also picked up by Construct Connect, an online clearing house of bidders. The following two bids were received:

Bidder	Location	Bid Amount
Smith's Waterproofing	Almont, MI	$199,881.00
National Restoration	Milford, MI	$65,950.00

As this project was initially estimated to cost $40,000.00 in the budget, as such, awarding the project to either bidder would require a budget adjustment to account for both bids being higher than anticipated due to the change in costs from when the project was developed this time last year, a problem we have dealt with on many of our projects recently.

After reviewing the bids, qualifications, and experience of the bidders, I am recommending the bid be awarded to National Restoration for the bid amount of $65,950.00.

Your options for motions are:

1. Accept the bid from National Restoration to repair and brace the back wall of City Hall per the bid documents in the amount of $65,950.00, 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.

2. Accept the bid from Smith's Waterproofing to repair and brace the back wall of City Hall per the bid documents in the amount of $199,881.00, 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.

3. Instruct the City Manager to rebid the project.

4. Postpone for further discussion.

5. Take no action.

SMITH'S WATERPROOFING LLC
ESTABLISHED IN 1970
3821 Van Dyke, Almont, MI 48003
Phone: 810-798-2371 Fax: 810-798-2544
"An Equal Opportunity Employer"

City of Caro
ATTN: City Clerk
317 S. State Street
Caro, MI 48723

January 30, 2024

RE: Wall Repair and Bracing for City Hall

City Clerk:

Thank you for allowing Smith's Waterproofing LLC (Smith's) to provide you with this proposal to perform the masonry wall repairs and installation of insulated steel panels at the project referenced above. We developed our proposal based on the RFP request issued by the City and attended the pre bid meeting on January 4th, 2024.

Proposed Scope of Services

The scope of services will be as follows:

1. Mobilize to jobsite.
2. Clean the masonry wall using environmentally safe masonry cleaning solution.
3. Repair all damaged CMU by either replacing the unit if possible or patching the damaged exterior face of the unit.
4. Tuck points all damaged, degraded, missing, cracked mortar joints in the wall.
5. Wash the repaired areas.
6. Install "FOAM" on the inside at the top of the wall where it is needed.
7. Install "hat channel" horizontally on masonry wall at approximate spacing of 36" vertically.
8. Install 2" thick "ISOLEEN IM' insulated panels vertically. All installation will be performed in accordance with manufacturer recommendations. There are 7 standard colors that the city can chose from. Technical data sheet and color selection chart are attached.
9. The lead time for manufacturing the panels is 10 to 12 weeks from date of approval of shop drawings.
10. This proposal does not include repair of the interior face of the masonry wall.
11. Clean-up debris generated from Smith's operations.
12. Demobilize from job site.

Assumptions

1. Smith's Waterproofing employees are NOT represented by a Union. Smith's is not a party or a Signatory to any collective bargaining agreement and is not obligated or required to make

contributions to any fringe benefit funds or apprenticeship programs. As a non-union contractor/ subcontractor, Smith's complies with the Davis-Bacon Act when applicable.

2. Ambient and substrate temperatures must be within a satisfactory range of 40 degrees Fahrenheit or above.
3. Owner of contract is responsible for supplying safe and adequate access to areas of repairs.

Exclusions and Qualifications

The following items are not accounted for in our bid:

1. The cost of a bond and permit.
2. Additional costs for water and/or electricity required for construction at the job site.
3. Removal of asbestos material.
4. Removal of lead-based paint.
5. Field and/or laboratory testing.
6. Sidewalk paving or improvement.
7. Mechanical, electrical, plumbing, painting, roofing, window and glazing, carpentry work, and all other trades unless specifically mentioned in our scope of work listed above.
8. Down time to allow for other trades to complete their work.

Construction Fees

We will perform the scope of services outlined above for **Lump Sum Fee of $ 199,881.00** including labor, material, taxes, and insurance expenses. If unanticipated conditions are encountered that would affect the proposed scope of work, we will contact your office regarding any necessary modifications. No additional services will be performed unless authorized by your office. This proposal is valid if accepted within the next 30 days.

We appreciate the opportunity to submit this proposal for your consideration and look forward to assisting you on this project.

Sincerely,

Brandon Smith
Vice President
Smith's Waterproofing LLC

Accepted for: City of Caro

By: _____

Title: _____

Date: _____

NATIONAL RESTORATION INC.

RECIPIENT OF THE GOVERNOR'S AWARD FOR HISTORIC PRESERVATION!

2165 Fyke Dr.
Milford, MI 48381
Fax 248-714-6323 Ph. 248-318-0609
johnf@nationalrestoration.net

Preserving America's Landmarks!
Licensed Builder

January 26, 2024

City of Caro

RE: City of Caro Wall Repair and Bracing at City Hall

Per our onsite meeting, we propose to provide all the labor, material and equipment needed to complete the following items of work.

Scope of Work:

- Mobilize
- Acquire any necessary permits.
- Remove the existing gutters and downspouts and set aside for reuse.
- Install a 2"x12" along the top of the block wall on the back wall and the return block wall. This will be installed with the use of adhesive and tapcon screws.
- Install new wood 2"x4" wood furring strips vertically on the block wall every 16" OC. They will be fastened with adhesive and tapcon masonry screws.
- Install a new custom 24-gauge metal siding with screwed fasteners that are hidden by the overlap. Photo of recent project on the City of Troy Community Center.
- Install flashing as needed at the top of the new siding at roof level.
- Install salvaged gutters and saved and new downspouts.
- Jobsite cleanup.
- The cost is **$65,950.00**

We appreciate the opportunity to provide you with the highest quality craftsmanship and products available.
Sincerely,

John Fletcher, President

CITY OF CARO

CITY MANAGER
SCOTT R. CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
MICHELE PERRY
CITY ATTORNEY
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DOREEN OEDY
JILL WHITE

MEMORANDUM

TO: Caro City Council
FROM: City Manager Scott R. Czasak
DATE: Wednesday, February 14, 2024
RE: Agenda Item – David Dienes II Contract Renewal

Members of the Caro City Council,

As you know, this time last year, upon my recommendation the City Council authorized a one-year contract with David Dienes II to become our new Wastewater Treatment Plant Superintendent, as this was his first time as a Superintendent and still needed to obtain the required state Wastewater license for a plant of our size. I am proud to say not only has he obtained his license, but he has been a tremendous addition to the team here at the City, and I am hoping to continue to employ him in his current position with a contract for three years.

As this is a renewal, and due to his self-improvement and leadership shown over the course of his first year, we negotiated a salary based on performance and comparable salaries for Class B license holders in the area. As such, his first year under this new contract would be $77,000, his second year at $80,080, and his third year at $83,283, subject to the City Manager's review. Also, I have added a provision, which should not apply to this contract due to the term of Mr. Dienes's license, but will be something standard I seek to add to contracts for those who have license requirements, that if their license lapses, they are subject to termination, or if the City Manager decides to retain their services, they are subject to a 10% salary reduction. I believe this will serve as a direct financial incentive to ensure proper licenses are kept up to date for those who require them. Additionally, by mutual agreement, the requirement for Mr. Dienes to carry a CDL as a condition of employment has been removed from his contract. All other benefits remain the same as under the previous contract.

His current contract expires on March 5, 2024; however, it does allow for renewal at the current rate of pay if Mr. Dienes and I agree to extend it.

Your options for motions are:

1. Authorize the City Manager to sign the employment contract with David Dienes II to continue as Wastewater Treatment Plant Superintendent per the terms of the contract.

2. Refer the matter back to the City Manager with instructions.

3. Postpone for further discussion.

4. Take no action.

EMPLOYMENT AGREEMENT

THIS AGREEMENT is made as of _____, 2024, (the "Effective Date") by and between the City of Caro, a Michigan Municipal Corporation, ("City" or "Employer") and David Dienes II ("Employee").

WITNESSETH:

WHEREAS, Employer desires to employ the services of Employee as Wastewater Treatment Plant Superintendent; and

WHEREAS, Employer desires to provide certain benefits, establish certain conditions of employment, and to determine the working conditions of Employee; and

WHEREAS, Employee desires to serve as the Wastewater Treatment Plant Superintendent.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

Section 1. Duties. Employer hereby agrees to employ Employee on an at will basis as the Wastewater Treatment Plant Superintendent of the City of Caro to perform the functions and duties specified in the City Charter, as outlined in the job description for the Wastewater Treatment Plant Superintendent, the City Code of Ethics, and as the City Manager may assign from time to time. Employee agrees to perform the duties of Wastewater Treatment Plant Superintendent in a diligent and professional manner, in compliance with all applicable laws, and to remain in the exclusive employ of Employer until such employment relationship is terminated pursuant to the terms of this Agreement. The term "exclusive employ" as used in this paragraph shall not be construed to include occasional teaching, writing, consulting or other similar activities performed on Employee's own time, so long as his engagement in such activities does not detract from his performance of duties for Employer.

The Wastewater Treatment Plant Superintendent shall be the Operating and Administrative Head of the Department of Wastewater Treatment Services and be responsible for all wastewater treatment functions including operation and maintenance of the wastewater treatment plant and all mechanical infrastructure of the wastewater collection system.

The Wastewater Treatment Plant Superintendent shall be responsible to the City Manager for administration of the department including planning, organizing, directing, controlling, reporting, and coordinating departmental operations, and to work cooperatively with other City departments and applicable agencies, and those businesses, vendors, service providers, organizations and citizens that do business with, or are served by the City.

Within one year of the Effective Date, or within a different time frame approved by the City Manager, Employee must maintain in good standing a Class B Wastewater license.

Section 2. Term. The term of this Agreement shall begin on the Effective Date and shall continue for three (3) years.

Section 3. Salary. In consideration of Employee's services, Employer agrees that during the period of employment, Employer will pay Employee at an annualized gross salary rate of Seventy-Seven Thousand Dollars ($77,000) for Year 1; Eighty Thousand Eighty Dollars ($80,080) for Year 2; and Eighty-Three Thousand Two Hundred Eighty-Three Dollars ($83,283) for Year 3, less applicable taxes and withholding. If Employee does not maintain a Class B Wastewater license, Employee's salary will decrease by 10% until such time as the license is restored.

Section 4. Work Schedule. Employee shall normally work eighty (80) hours bi-weekly as assigned by the City Manager; however, it is understood that there will be occasions when the Employee will have unusual hours due to emergencies, special events or other needs of Employer. Understanding this, Employee will be permitted to take "flex" time as time off during normal office hours to maintain a balanced forty (40) hour work week or eighty (80) bi-week period, as long as such utilization does not materially or adversely affect the accomplishment of Employee's duties under this Agreement. Employee shall not be reimbursed for any unused "flex" time.

Section 5. Fringe Benefits. Employer agrees to provide Employee with the following fringe benefits, subject to the specific terms and conditions of any applicable written benefit policy or plan document, which Employer may amend from time to time in its sole discretion:

A. Disability and life insurance coverage upon the same terms as provided to City Department Heads.

B. Health insurance coverage upon the same terms as provided to City Department Heads.

C. Paid holidays upon the same terms as provided to City Department Heads.

D. Pension: Employer agrees to allow Employee to participate in the established employee's retirement plan (Mission Square 457). Employer will pay on behalf of Employee into the established employees' retirement plan (Mission Square 401A) account based on seven percent (7%) of Employee's annual base wage as employee's earnings accrue only and excluding all fringe benefits. Employee agrees to pay into said 457 plan (Mission Square 457) 1% of his wages as a match towards Employer contribution. If Employee chooses to place 2% of base wages within the before mentioned 457 plan, then Employer shall contribute 8% of base wages towards said retirement plan. If Employee chooses to place 4% of base wages within the before mentioned 457 plan, then Employer shall contribute 10% of base wages towards said retirement plan.

E. Vacation: Employer agrees to furnish the Employee with forty (40) hours of paid vacation per year commencing on the Effective Date, additionally, eighty (80) hours of paid vacation per year after a successful 90-day review. Said one hundred twenty (120) hours shall continue until reaching such higher amount of annual vacation hours as stated with the Caro Employee Handbook or as changed within this Agreement. Notwithstanding anything contained herein to the contrary, the maximum carryover from one year to the next shall be forty (40) hours.

F. Sick Pay: Employee shall be entitled to twelve (12) sick days per year. Said sick

days shall accumulate at the rate of eight (8) hours during each month of this Agreement up to a maximum of two hundred and forty (240) hours.

G. Professional Development: Employer agrees to pay for any and all classes attended by the Employee that are required for his employment and agreed on by the Employee and the City Manager.

H. Uniforms and Equipment: Employer shall furnish Employee with the necessary uniforms and equipment to perform his duties. The annual uniform allowance shall be a reimbursement of no more than Three Hundred Dollars ($300.00) annually.

I. Communications: Employer will provide a $50/month cell phone allowance to the Employee so that he can be contacted as necessary, even during non-work hours.

J. Business Expenses: Upon the approval of the City Manager, Employer shall reimburse Employee for any City business related expenses that he has paid out of his personal funds.

Section 6. Termination of Agreement. The employment of Employee is at the pleasure of the City Manager, and nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the City Manager to terminate the services of Employee with or without Cause, subject only to the provisions of Section 7. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the Employee to resign at any time from Employee's position with Employer, subject only to the provisions set forth in Sections 8 and 12. This Agreement terminates as follows:

A. **Expiration**. This Agreement terminates immediately upon the expiration of the term of the Agreement.

B. **Termination by City**. Employer may terminate this Agreement immediately with or without Cause upon written notice to Employee.

C. **Termination by Employee**. Employee may terminate this Agreement effective as of any date which is at least thirty (30) calendar days after the date on which Employee delivers written notice to Employer that Employee's employment with Employer is terminated. Employer may waive all or a portion of the thirty (30) day notice period in which case Employee shall immediately cease rendering services to Employer and Employee shall cease receiving compensation.

D. **Death**. This Agreement terminates immediately upon the death of Employee.

E. **Incapacity**. This Agreement terminates immediately upon Employee's Incapacity. Incapacity means that Employee is unable to discharge the essential functions of Employee's job, with or without a reasonable accommodation, for a period of ninety (90) consecutive calendar days, or more than one-hundred-twenty (120) calendar days in the aggregate during any twelve (12) month period. Any question as to the existence, extent or potentiality of Employee's Incapacity shall be determined by a qualified, independent physician mutually selected by the

Employee and the Employer (or in the event they cannot agree on a physician, a physician mutually selected by a physician designated by each party). The determination of any such mutually selected physician shall be final and conclusive for all purposes of this Agreement.

Section 7. Severance Pay. In the event that Employer terminates Employee under Section 6(B) without Cause, Employer will pay Employee an amount equal to sixty (60) calendar days of Employee's gross salary rate then in effect ("Severance Payment"), provided that Employee signs a standard release of all claims against Employer. Employee is otherwise not entitled to any Severance Payment under any circumstances. For purposes of this Agreement, Cause means that in the performance of Employee's duties Employee engaged in intentional misconduct, grossly negligent conduct, unlawful conduct, failed to follow a lawful directive of the City Manager, violated the City of Caro Code of Ethics, or failed to make material progress towards obtaining the required licenses described in Section 1.

Section 8. Payment for Accrued but Unused Leave. In the event that Employee terminates Employee's employment under Section 6(C) and provides the required thirty (30) days advanced written notice, Employer will pay Employee all of his accrued but unused vacation hours, and 50% of Employees accrued but unused sick leave hours up to a maximum of two-hundred-forty (240) hours, at Employee's current rate of pay. In the event that Employee's employment is terminated without Cause pursuant to Section 6(B), or Section 6(A), 6(D) or 6(E), Employer shall pay Employee all of Employee's accrued but unused vacation hours, and 50% of Employee's accrued but unused sick leave hours up to a maximum of two-hundred-forty (240) hours, at Employee's current rate of pay. In the event Employer terminates Employee pursuant to Section 6(B) with Cause, Employer will not pay Employee for any accrued but unused vacation or sick hours.

Section 9. Work Rules. Employer reserves the right to publish and enforce reasonable work rules, policies, and regulations as long as the terms thereof are not in violation of any term of this Agreement, further provided that said work rules will be in writing. Said work rules shall go into effect upon personal service of said rules on Employee. Within this Agreement it is also understood that all other work rules outside of those expressly provided within this Agreement shall be referred to all City Departments, regulations, and those contained within the City of Caro Employee Handbook including but not limited to an annual performance review by the City Manager.

Section 10. Other Terms and Conditions of Employment. Employer shall fix any such other terms and conditions of employment as it may determine from time to time, relating to the performance of Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the City Charter, or any other law. All provisions of the City Charter and Ethics Code, and regulations and rules of the City, not in conflict herewith, relating to management compensation and fringe benefits as they now exist or hereafter may be amended, also shall apply to Employee as they would to other management employees of the City, in addition to said benefits enumerated herein specifically for the benefit of Employee.

Section 11. Indemnification. Employer shall defend, save harmless and indemnify Employee against any tort, professional liability claims or demand or other legal action, whether groundless or otherwise, arising out of an alleged act of omission occurring in the performance of Employee's duties for Employer with such duties to include all obligations and commitments as hereinbefore

set forth in this Agreement. Employer will pay the amount of any settlement of judgment rendered thereon; provided, however that nothing herein shall obligate Employer to pay the costs of defending any criminal action brought by any state or federal authority.

Section 12. Return of City Property. Upon termination of employment, Employee must return all City property and equipment, including but not limited to all City records. In the event Employee fails to return all City property and equipment upon termination, Employer has no obligation to pay any Severance Payment or accrued but unused sick hours or vacation hours otherwise due under this Agreement.

Section 13. Dispute Resolution. Employer and Employee agree to submit any claim about the interpretation or alleged violation of any provision of this Agreement to final and binding arbitration, except as either party may be seeking injunctive relief. Arbitration will be the exclusive remedy for resolving the disagreement. Either party may file for arbitration but must do so within sixty (60) calendar days of the event precipitating the disagreement or such later time as the parties may agree to in writing. The arbitration will be conducted in accordance with the then-applicable employment dispute resolution rules of the American Arbitration Association ("AAA") and will include the right to be represented and to conduct reasonable discovery, which may include depositions. The arbitrator may issue subpoenas to summon witnesses and will issue a written award that contains findings of fact and conclusions of law. The arbitration hearing will be held in the City of Caro, Michigan. Employer will pay the filing fee and any administrative fees assessed by AAA in the event that it invokes arbitration and will reimburse Employee for any filing fees and administrative fees assessed by AAA in the event that he invokes arbitration. The parties will split the arbitrator's compensation, and each party will pay its own costs and attorney fees in connection with the arbitration, except those costs and fees as may be allocated by the arbitrator in accordance with this agreement or by relevant state or federal statutes. The arbitrator may award any and all remedies allowed by the action pled and in accordance with applicable law. The arbitrator's award will be final and binding on both parties and may be enforced in a court of competent jurisdiction.

Section 14. Entire Agreement and Amendments. This Agreement constitutes the entire agreement of the parties with regard to the subject matter hereof, and replaces and supersedes all other agreements or understandings, whether written or oral. No amendment or extension of this Agreement shall be binding unless in writing and signed by both parties.

Section 15. Governing Law. This Agreement shall be governed by the laws of the State of Michigan.

Section 16. Severability. If any provision, or any portion thereof, contained in this Agreement is held to be unconstitutional, invalid, or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

Section 17. Waiver. The waiver by either party of a breach by the other party of any provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach.

THE CITY OF CARO
A Michigan Municipal Corporation

By:_____
Scott R. Czasak, City Manager

Attest:_____
Rita Papp, City Clerk

EMPLOYEE:

_____
David Dienes II

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 #1
DATE: February 9, 2024

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

Financial Institute	Current Term	Interest Rate	Current Balance	Maturity Date
Frankenmuth Credit Union	7 Month	5.13%	256,533.37	2/19/2024

Attached are the rates from Independent Bank, Frankenmuth Credit Union & North Star Bank for the week of February 12, 2024. As of today, I do not have the rates for when this CD matures.

Action:
Option 1: Instruct the City Treasurer to make an investment of the council's choice.

Option 2: Choose a different investment tool.

Option 3: Deny action of the above CD.

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

TO: City Council
City Manager – Scott Czasak
FROM: Michele Perry, Treasurer
SUBJECT: Investment Change #2
DATE: February 9, 2024

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

Financial Institute	Current Term	Interest Rate	Current Balance	Maturity Date
Frankenmuth Credit Union	7 Month	5.13%	256,533.37	2/19/2024

Attached are the rates from Independent Bank, Frankenmuth Credit Union & North Star Bank for the week of February 12, 2024. As of today, I do not have the rates for when this CD matures.

Action:
Option 1: Instruct the City Treasurer to make an investment of the council's choice.

Option 2: Choose a different investment tool.

Option 3: Deny action of the above CD.

Be Independent BANK

Week of February 12, 2024

Certificates of Deposit	Rate
7 – 31 Days	4.80%
32 – 89 Days	4.80%
90 – 119 Days	4.80%
120 – 149 Days	4.75%
150 – 179 Days	4.70%
180 – 269 Days	4.65%
270 – 359 Days	4.50%
360 Days	4.50%
18 Months	4.30%
24 Months	4.09%

Penalty for early withdrawal

CDARS	Rate
4 Weeks (28 Days)	4.40%
13 Weeks (91 Days)	4.40%
26 Weeks (182 Days)	4.25%
52 Weeks (364 Days)	4.10%
2 Years (728 Days)	3.64%
3 Years (1092 Days)	3.45%
5 Years (1820 Days)	3.10%

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

Penalty for early withdrawal

Business Flex Checking	Rate
$0-$99,999.99	0.40%
$100,000-$249,999.99	1.12%
$250,000-$499,999.99	1.85%
$500,000-$999,999.99	2.45%
$1,000,000-$2,499,999.99	3.02%
$2,500,000+	3.70%

Insured Cash Sweep (ICS)	Rate
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%

Money Market Savings	Rate
$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%

FDIC Coverage for Government Entities:

$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
606.902.7493
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

RE: CD Rates

Cheryl Beythan <CBeythan@frankenmuthcu.org>
Mon 2/12/2024 11:30 AM
To:Michele Perry <mperry@carocity.net>

Good Morning Michele,
There are the two best rates at this time:

CD SPECIALS		$500 - $99,999	$100,000 - $149,000	$150,000 - $249,999	$250,000 & Up	
11 Month	APY	4.50%	4.60%	4.70%	4.75%	
	Div Rate	4.41%	4.51%	4.60%	4.65%	
19 Mon Bump	APY	4.50%	4.75%	4.75%	5.00%	New To FCU Money Only
	Div Rate	4.41%	4.65%	4.65%	4.89%	
21 Month	APY	4.25%	4.50%	4.75%	5.00%	
	Div Rate	4.17%	4.41%	4.65%	4.89%	

11 mo and 21 mo – for existing funds
Thanks,

Cheryl Beythan
Senior Business Services Officer
CBeythan@frankenmuthcu.org
PO Box 209 Frankenmuth MI 48734
Tel: or Txt: 989.497.1630
Fax: 989.497.1660

From: Michele Perry <mperry@carocity.net>
Sent: Monday, February 12, 2024 11:23 AM
To: Cheryl Beythan <CBeythan@frankenmuthcu.org>
Subject: CD Rates

Good morning Cheryl,

We have two CD's maturing on Monday the 19th and I was wondering what is the best interest rates you can give us for them.

Thank you

Michele Perry, CPFIM
City Treasurer
City of Caro
317 S. State Street
Office: (989) 673-7671 Ext. 5224
www.carocity.net

Weekly Rates

Julie L. Smith <julie.smith@northstarathome.com>
Mon 2/12/2024 8:09 AM
To:Michele Perry <mperry@carocity.net>

February 12, 2024

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

Please contact us for our competitive rates.
We look forward to working with you!

BOBBIE J. FISHER
Public Funds Officer
810.329.7102
bobbie.fisher@northstarathome.com

JULIE L. SMITH
Public Funds Account Specialist
810.329.7104
julie.smith@northstarathome.com

Contact Us

Rita Papp

From: Michele Perry
Sent: Monday, February 12, 2024 4:56 PM
To: Rita Papp
Subject: Fw: CD rates

I just received the rates from Huntington Bank so could you please include this with the 2 investment changes.

Thank you

Michele Perry, CPFIM
City Treasurer
City of Caro
317 S. State Street
Office: (989) 673-7671 Ext. 5224
www.carocity.net

"You may not control all the events that happen to you, but you can decide not to be reduced by them." Maya Angelou

---

From: Aron Kominars <Aron.M.Kominars@huntington.com>
Sent: Monday, February 12, 2024 4:52 PM
To: Michele Perry <mperry@carocity.net>
Subject: RE: CD rates

Hi Michelle,

Sorry for the late response as I was out of the office this afternoon. Below are current rates:

Huntington Bank
3 month: 4.50%
6 month: 4.50%
9 month: 4.35%
12 month: 4.30%

CDARS
3 month: 4.95%
6 month: 4.85%
12 month: 4.75%

Aron Kominars – Vice President, Senior Government Banking Relationship Manager
Huntington National Bank

Email: Aron.M.Kominars@Huntington.com | Direct: 248-228-1670 |
Mailing Address | 2025 Woodward Ave, Detroit, MI, 48226

Huntington

Internal Use

Internal Use

From: Michele Perry <mperry@carocity.net>
Sent: Monday, February 12, 2024 11:24 AM
To: Aron Kominars <Aron.M.Kominars@huntington.com>
Subject: CD rates

Huntington Security Checkpoint: External email. Please make sure you trust this source before clicking links or opening attachments.

Good morning Aron,

Can you please send me the CD and CDARS rates for this week?

Thank you

Michele Perry, CPFIM
City Treasurer
City of Caro
317 S. State Street
Office: (989) 673-7671 Ext. 5224
www.carocity.net

"You may not control all the events that happen to you, but you can decide not to be reduced by them." Maya Angelou

CITY OF CARO

CITY MANAGER
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JILL WHITE

TO: **City Council**
FROM: **Karen Snider – Mayor**
SUBJECT: **Mayor's Report**
DATE: **February 19, 2024**

The City Manager, City Clerk and I prepared the Council agenda on February 15 for the February 19 council meeting.

I attended Rotary on February 5, 2024, and the program was presented by Rachael Koepf, Director of Great Start Collaborative, Tuscola County. She talked about all the programs and services they have to offer.

Rotary on February 12 welcomed guest speaker Marianne Brandt, Tuscola County Register of Deeds. The Register of Deeds office is located in the Purdy Building at 125 W. Lincoln St. Caro. She discussed the services available at the Register of Deeds.

I was not able to attend the Policy committee meeting held on February 12 due to a prior commitment.

The Planning Commission meeting was cancelled for February 13.

I attended the Hills & Dales Foundation's 23rd Annual winter fundraiser on February 3, 2024, held at Beagio's in Kingston. Councilor White, Councilor Iseler, DDA Executive Director Amellal and many other individuals from Caro attended the event. They had a comedy show featuring comedian Billy Ray Bauer who has been performing stand up shows across America for over 30 years. The event consisted of a great dinner, two comedians, 50/50 raffle, silent auction, live auction and plenty of laughter.

The Downtown Development Authority (DDA) meeting was held on February 14. Executive Director Amellal did a presentation regarding the new DDA website. A second presentation was done by Jim Tussey, CEO of SRS Pharmacy Systems. He gave a very interesting talk regarding the Lincoln Double-block modernization & utility pole revitalization. He talked about the purpose of the project and the benefits to the community.

Mayor Karen Snider

CITY OF CARO

CITY MANAGER
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JILL WHITE

MEMORANDUM

TO: Caro City Council
FROM: City Manager Scott R. Czasak
DATE: Wednesday, February 14, 2024
RE: City Manager's Report

Members of the Caro City Council,

As we move towards Spring that can only mean we are getting knee deep into budget season here in City Hall and the Department Heads and I are already hard at work developing the budget for Fiscal Year 2024/2025. Our Capital Improvement Plan has given us a guidepost as to some of the major projects we want to work on next fiscal year, as has new items we have found in the normal course of business.

Part of the budgeting process is looking for how to fund projects, as such I have been actively reviewing grant opportunities for the City. Currently, I have grant opportunities for transportation funding, water infrastructure, housing development, trees, and recreation in active development. Unfortunately, after the glut of spending in the covid-era it is becoming harder to find more robust infrastructure grants. During my MME Winter Institute I took the opportunity to discuss with multiple vendors and other Municipal Managers if they had any insight, but we all have run into similar problems, however, the search goes on.

Also, I have taken the last classes to obtain my Zoning Administrator Certification from MSU Extension, and I have also taken the final steps to obtain my Master Citizen Planner certification. During this training, I was reminded of an issue which we will have to review, as our sign ordinance might need updating due to a U.S. Supreme Court decision which outlawed regulating signs based on content. Once I review the matter with the City Attorney, I will have any recommended action for Council.

In addition to my usual attendance at Rotary, meetings with residents, businesses and other stakeholders I participated in online forums about the CWSRF and DWSRF Overburdened communities, overviews of potential grant programs, and the first meeting for my Certified Public Manager program.

I also would like to report things have been mostly routine here in Caro for our DPW and WWTP staff, the only major events have been repairs to a sewer structure on Lincoln Street, a water main repair on Sheridan and Bush, and both departments dealt with a sewer force main break on Parkway Drive which has been repaired. I also am pleased to

inform Council both the new light poles and the LED kits are in and being installed, however, we might need to look at additional LED kits either this fiscal year, or early in the next fiscal year. I will keep Council informed if an additional order is needed.

Looking forward, outside of a few smaller expenditures my focus is entirely on the next budget so between now and the end of June, outside of anything unforeseen, we should enjoy smooth sailing here in Caro. I would also like to wish our outgoing Treasurer Michelle Perry well as she departs and thank her for her service to the City.

CITY OF CARO

CITY MANAGER
SCOTT CZASAK
CITY CLERK
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JILL WHITE

TO: **City Council/City Manager**
FROM: **Rita Papp – City Clerk**
SUBJECT: **Clerk's Report**
DATE: **February 18, 2024**

- 9 days of Early Voting is in process. February 17 – 25, 2024
- Received resignation letter via email from Rocco Borg, Parks & Recreation Committee. The vacancy has been posted. Taking applications until filled.
- The Public Accuracy Testing that was scheduled for February 2, 2024 was rescheduled for February 9 & 15, 2024.
- City Hall will be open for Early Voting February 17 – 25, 2014. Early Voting hours are 8:00 am – 4:00 pm. The City Clerk and 4 Election Inspectors will be in attendance all 9 days.
- Jana and I attended Election Training February 7 & 8, 2024.
- Attended Policy Committee Meeting, February 12, 2024.
- Attended DDA Meeting, February 14, 2024.
- Planning Commission is cancelled, February 13 & 27, 2024.
- Posted the City Treasurer vacancy on: Indeed, MML, MAMC, MMTA, Facebook, Website & Paper. Deadline is February 16, 2024.
- Continuing to attend Rotary Meetings to network with community members.
- Continuing to attend monthly LEAD Tuscola meetings as secretary of the Steering Committee.

CITY OF CARO

MANAGER
SCOTT R. CZASAK
CLERK
RITA PAPP
TREASURER
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Phone 989-673-2226
Fax 989-673-7310
Website www.carocity.net

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

TO: City Council
City Manager – Scott Czasak
FROM: Michele Perry, Treasurer
SUBJECT: Treasurer's Report
DATE: February 12, 2024

- Attended the City Council meetings.
- Prepared monthly reports for council meetings.
- Prepared DDA financial statements for the February meeting.
- Prepared Parks & Recreation financial statements for the February meeting.
- Interest income earned from July 1, 2023 to January 31, 2024 over all the investments is $170,997.97
- Blight collected from January 10 to February 12 - $0.
- 96% of summer taxes collected as of today, February 12, 2024.
- 60% of winter taxes collected as of today, February 12, 2024.
- Still working with Invoice Cloud (Payment Service Network) to get new updated credit card terminal.
- Still working with Invoice Cloud (Payment Service Network) to start accepting Venmo and Paypal.
- Per Zoom meeting with Laura the City Attorney she states that we could attempt to take the blight to small claims.
- Small Claims report as of February 12, 2024:
    - Total submitted to small claims: $10,469.00
    - Cost to the City: $1,650.40
    - Collected before going to court: $1,796.98
    - Dismissed due to death & unable to locate: $738.32
    - Judgements awarded as of 2/12/24: $2,678.10
    - Collected on judgements as of 2/12/24: $656.98
    - Collections over cost to the city as of 2/12/24: $803.56 ($2,453.96 Collected - $1,650.40 Cost)
- After a prior meeting's discussion regarding why the delinquent accounts receivable bills were not being pursued for collections prior to now, I want to explain the reason and the process I have been following until the council decided to attempt collection through small claims. The prior practice by the past clerk/treasurers was to leave them on the ledger for 7 years and then present them to council to be written-off. Some of the charges that I am attempting to collect are from incidents which happened in 2016, 2017, 2018 and forward.
- Per the recommendation from the Magistrate, myself along with Scott spoke with Laura the City Attorney on a Zoom call to get a better understanding of the small claims process and the next steps after a judgement is made by the court. The next step is to file additional paperwork at an unknown cost with the court for the person to appear before the Magistrate be sworn in and then step into the hallway with me to question the defendant about income, banking, employment and

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

317 South State Street
Caro MI 48723
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Fax 989-673-7310
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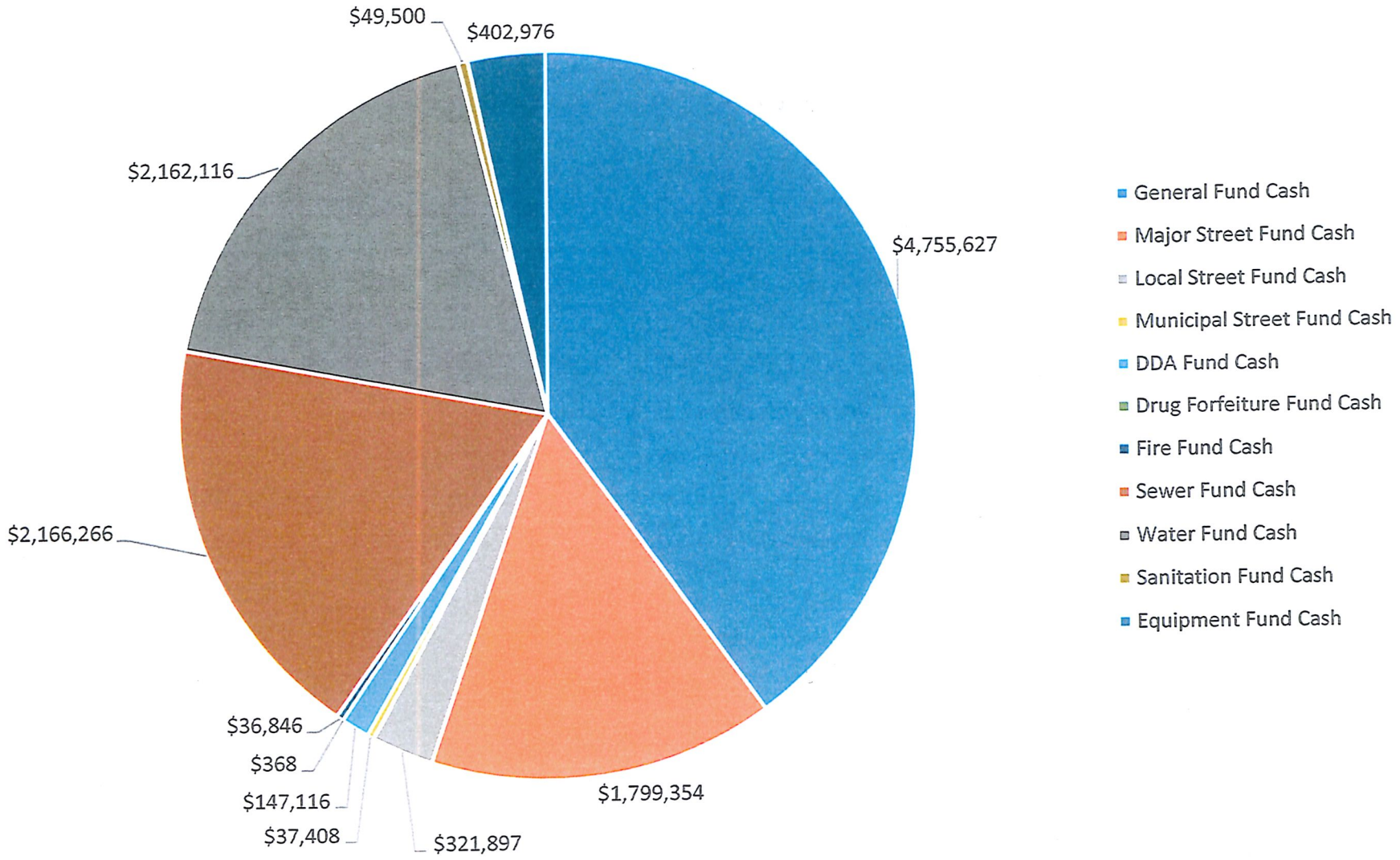
etc.. On the recommendation of the Magistrate, I have a meeting scheduled with Laura the City Attorney for guidance related to small claims. The Magistrate stated that people believe small claims are very easy, you just go to court, and you are awarded a judgement. The burden of proof falls on the City of Caro to show that the person is responsible for the fees.

- The Treasurer's Office has been busy over the last month with the following items:
  - Collecting utility payments
  - Mailing out utility bills
  - Mailing out 10-day notices
  - Mailing out city bill payments
  - Collecting sidewalk special assessments
  - Collecting summer taxes
  - Collecting winter taxes
  - Approve direct deposit payments for payroll after clerk and deputy clerk prepare it
  - Billing medical and fire runs
  - Tracking firemen and first responders pay for submission at the end of the quarter.
  - Reconciling all bank accounts
  - Reconciling all investment accounts
  - Recording interest income on all accounts
  - Recording all bank charges
  - Completing journal entries for various reasons
  - Reviewing accounts payable for correct accounts and allocations
  - Distributing tax collections to Tuscola County Treasurer & other taxing authorities
  - Reviewing investments and making recommendations to council
  - Preparing documents for small claims
  - Attending small claims hearings on Zoom with the court
  - Working with departments heads when necessary
  - Answering the phone and assisting residents with any necessary items
  - Monitoring the budget
  - Many other office duties as they come up.
- Assisted in covering the front desk during staff lunches and vacations.

City of Caro	
Cash Summary By Fund	
For the Month of January 31, 2024	
Account Name	**Amount**
General Fund Cash	$ 4,755,627
Major Street Fund Cash	$ 1,799,354
Local Street Fund Cash	$ 321,897
Municipal Street Fund Cash	$ 37,408
DDA Fund Cash	$ 147,116
Drug Forfeiture Fund Cash	$ 368
Fire Fund Cash	$ 36,846
Sewer Fund Cash	$ 2,166,266
Water Fund Cash	$ 2,162,116
Sanitation Fund Cash	$ 49,500
Equipment Fund Cash	$ 402,976
Total Cash (Restricted & Unrestricted)	**11,879,474**
Restricted Cash in Sewer & Water	**709,639**
Total Unrestricted Cash	**11,169,835**

City of Caro Cash Balance By Fund As of January 31, 2024

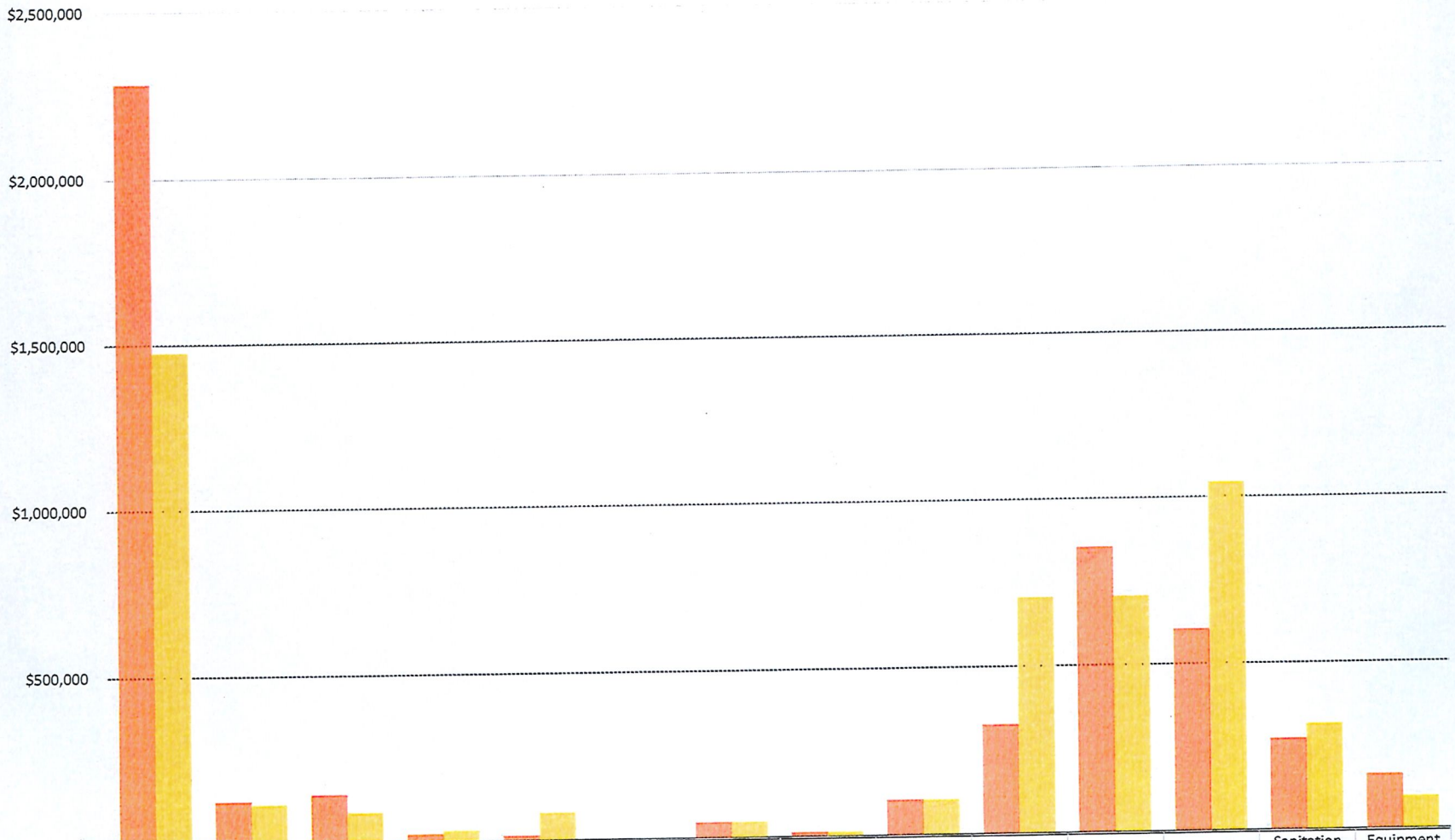
Includes Restricted & Unrestricted Cash



City of Caro
Financial Summary
As of the Month of January 2024

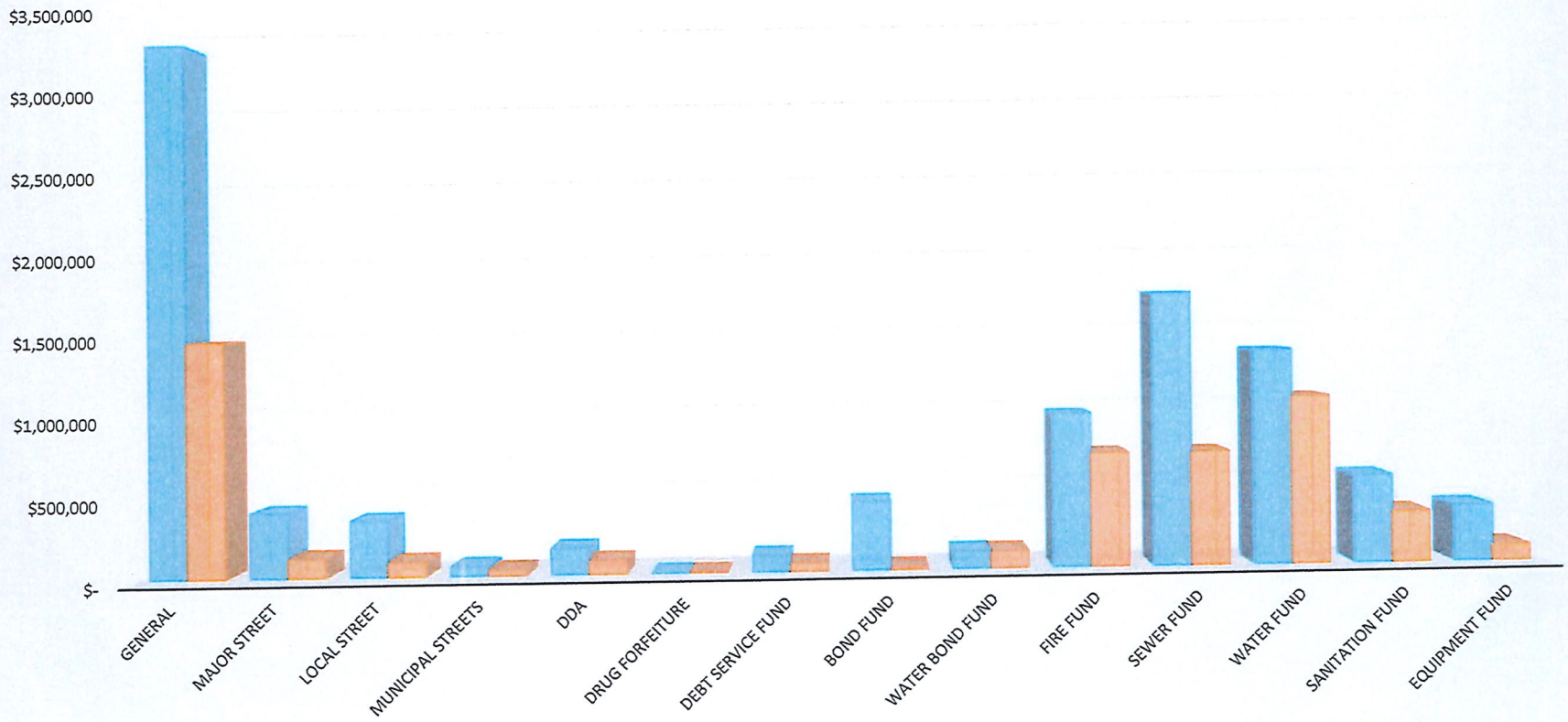
	Fund Number	Audited Fund Balance 7/1/23	FY24 Budgeted Revenues	YTD Revenues	Percentage of Budget Received	FY24 Budgeted Expenditures	YTD Expenditures	Percentage of Budget Used	Fiscal YTD Income/(Loss)	Projected Fund Balance 6/30/24
General	101	3,497,114	$ 3,339,358	$ 2,286,400	68%	$ 3,339,358	$ 1,477,757	44%	808,643	4,305,757
Major Street	202	1,791,281	$ 406,900	$ 129,148	32%	$ 406,900	$ 119,961	29%	9,187	1,800,468
Local Street	203	269,726	$ 353,880	$ 147,848	42%	$ 353,880	$ 93,972	27%	53,876	323,602
Municipal Streets	204	51,036	$ 59,138	$ 26,942	46%	$ 59,138	$ 36,158	61%	(9,216)	41,820
DDA	248	215,160	$ 165,450	$ 18,883	11%	$ 165,450	$ 87,055	53%	(68,171)	146,989
Drug Forfeiture	265	363	$ -	$ 5	0%	$ -	$ -	0%	5	368
Debt Service Fund	302	-	$ 102,213	$ 50,229	49%	$ 102,213	$ 50,229	49%	-	-
Bond Fund	390	-	$ 428,429	$ 16,714	4%	$ 428,429	$ 16,714	4%	-	-
Water Bond Fund	389	-	$ 110,541	$ 108,328	98%	$ 110,541	$ 108,328	98%	-	-
Fire Fund	216	408,877	$ 956,094	$ 329,091	34%	$ 956,094	$ 708,226	74%	(379,136)	29,741
Sewer Fund	590	7,950,790	$ 1,708,310	$ 855,282	50%	$ 1,708,310	$ 708,271	41%	147,011	8,097,801
Water Fund	591	7,230,939	$ 1,340,239	$ 604,824	45%	$ 1,340,239	$ 1,044,234	78%	(439,410)	6,791,528
Sanitation Fund	596	125,036	$ 543,910	$ 274,944	51%	$ 543,910	$ 319,727	59%	(44,783)	80,253
Equipment Fund	661	858,624	$ 350,191	$ 165,170	47%	$ 350,191	$ 99,227	28%	65,943	924,567
Total		22,398,946	9,864,653	5,013,807	51%	9,864,653	4,869,859	49%	143,948	22,542,893

City of Caro FY 24
Revenue vs Expenditures By Fund As of January 31, 2024



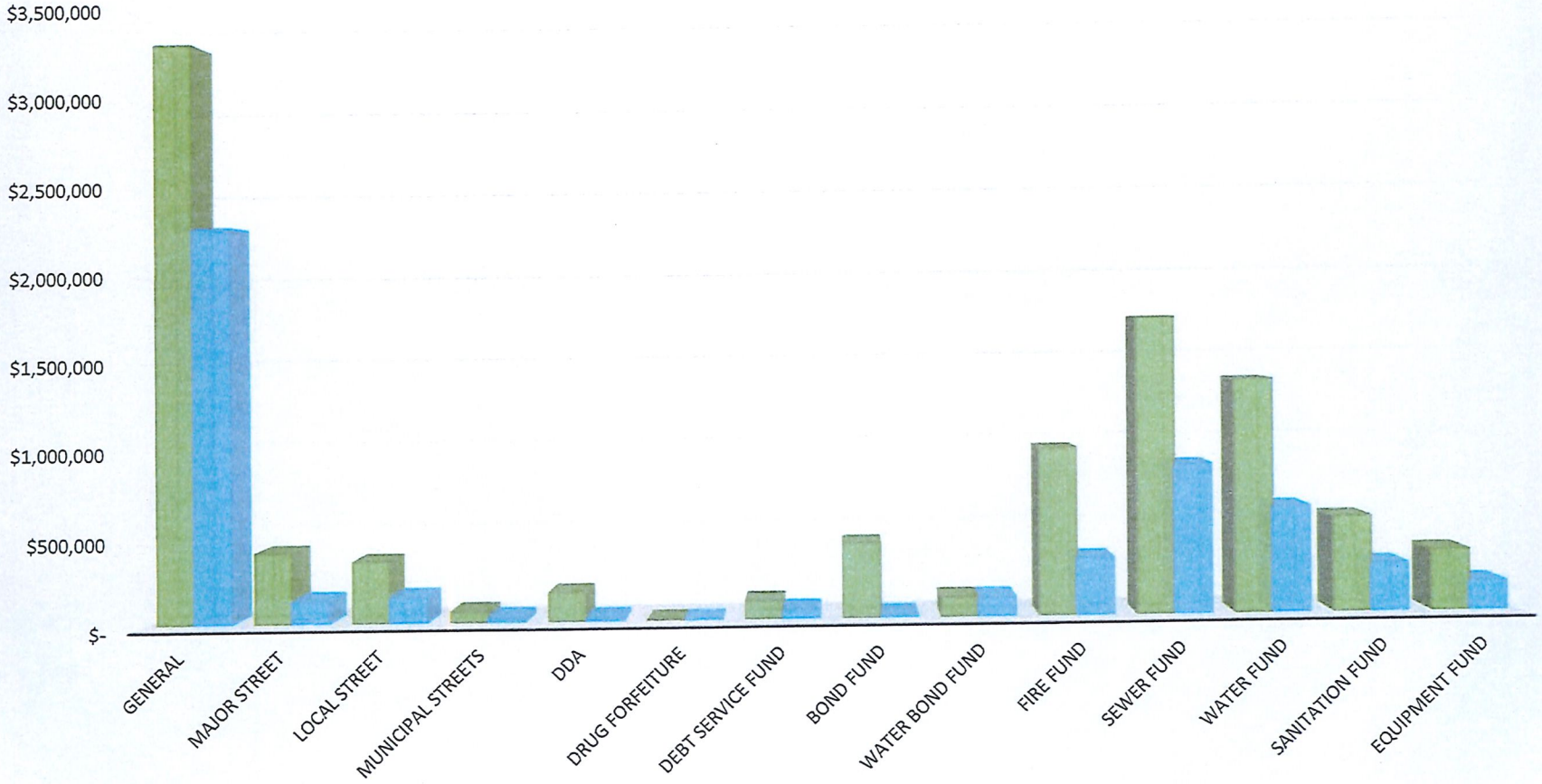
	General	Major Street	Local Street	Municipal Streets	DDA	Drug Forfeiture	Debt Service Fund	Bond Fund	Water Bond Fund	Fire Fund	Sewer Fund	Water Fund	Sanitation Fund	Equipment Fund
Revenues	$2,286,400	$129,148	$147,848	$26,942	$18,883	$5	$50,229	$16,714	$108,328	$329,091	$855,282	$604,824	$274,944	$165,170
Expenses	$1,477,757	$119,961	$93,972	$36,158	$87,055	$-	$50,229	$16,714	$108,328	$708,226	$708,271	$1,044,234	$319,727	$99,227

City of Caro FY24
Budget vs Actual Expenditures As of January 31, 2024



	General	Major Street	Local Street	Municipal Streets	DDA	Drug Forfeiture	Debt Service Fund	Bond Fund	Water Bond Fund	Fire Fund	Sewer Fund	Water Fund	Sanitation Fund	Equipment Fund
Budget	$3,339,358	$406,900	$353,880	$59,138	$165,450	$-	$102,213	$428,429	$110,541	$956,094	$1,708,310	$1,340,239	$543,910	$350,191
Actual	$1,477,757	$119,961	$93,972	$36,158	$87,055	$-	$50,229	$16,714	$108,328	$708,226	$708,271	$1,044,234	$319,727	$99,227

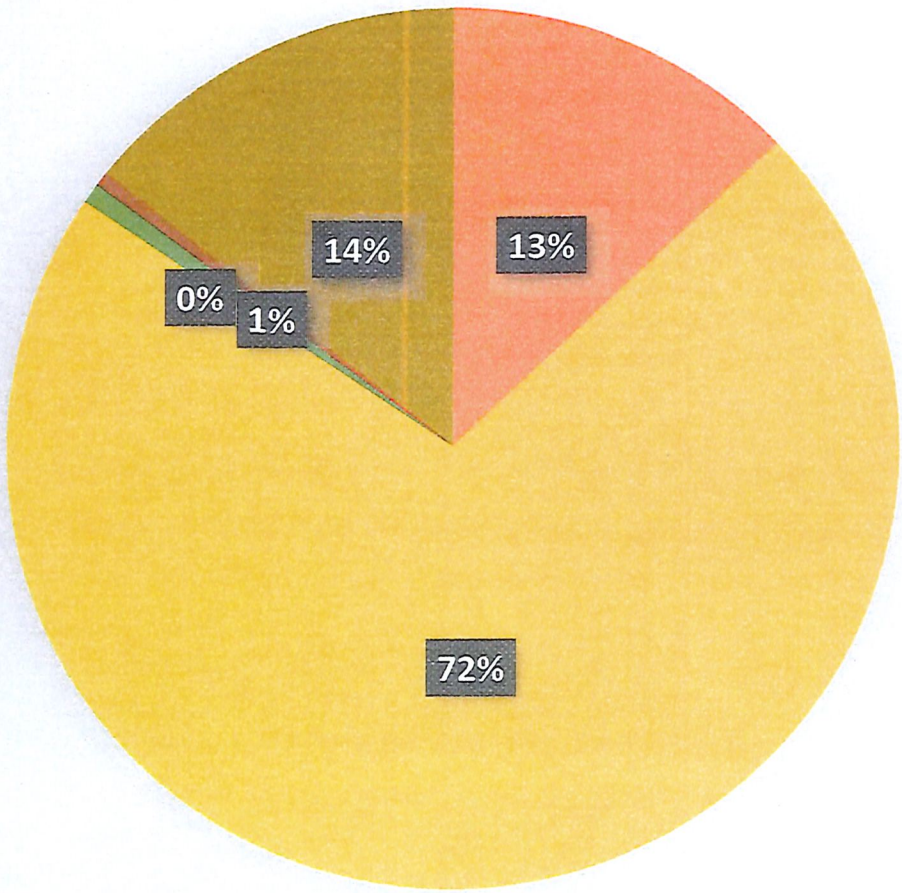
City of Caro FY24
Budget vs Actual Revenues As of January 31, 2024



	General	Major Street	Local Street	Municipal Streets	DDA	Drug Forfeiture	Debt Service Fund	Bond Fund	Water Bond Fund	Fire Fund	Sewer Fund	Water Fund	Sanitation Fund	Equipment Fund
Budget	$3,339,35	$406,900	$353,880	$59,138	$165,450	$-	$102,213	$428,429	$110,541	$956,094	$1,708,31	$1,340,23	$543,910	$350,191
Actual	$2,286,40	$129,148	$147,848	$26,942	$18,883	$5	$50,229	$16,714	$108,328	$329,091	$855,282	$604,824	$274,944	$165,170

City of Caro	
Aging Accounts Receivable Recap	
As of January 31, 2024	
Fire contracts which are paid quarterly	**23,120.44**
Lease of space on the water tower and contract is under review	**128,368.93**
Blight mowings on property taxes	**1,345.00**
Fire runs on property taxes	**1,000.00**
Total Accounts Receivable which include current, non-residents and items which cannot be placed on taxes	**25,482.11**
Total Accounts Receivable Balance	**179,316.48**
Total taken to small claims	**10,469.00**

Aging Accounts Receivable Recap As of January 31, 2024



- Fire contracts which are paid quarterly
- Lease of space on the water tower and contract is under review
- Blight mowings on property taxes
- Fire runs on property taxes
- Total Accounts Receivable which include current, non-residents and items which cannot be placed on taxes

City of Caro

List of Investments
For Fiscal Year 2023-2024

As of January 31, 2024
To: City Council
From: Michele Perry, City Treasurer

Financial Institute	Term	Interest/ Dividend Rate	Balance	Maturity Date	Total
Huntington					
1009 Business Checking			910.00		
1038 Municipal Now Checking 2			17,202.18		
7279 Certificate of Deposit	180 days	3.90%	105,652.63	2/8/2024	
					123,764.81
Frankenmuth Credit Union					
Regular Savings		0.02%	5.01		
Business Savings		0.10%	0.00		
Plus Savings		4.00%	2,550,872.62		
FICA Business		1.00%	171,230.36		
Business All-In (Fire Ins W/H)		0.99%	88.13		
Mega Money Market		1.43%	11,936.95		
Five Star Checking		0.30%	2,703,237.75		
Two Star Checking		0.00%	0.00		
301 Certificate of Deposit	7 Month	5.13%	256,533.37	2/19/2024	
302 Certificate of Deposit	7 Month	5.13%	256,533.37	2/19/2024	
					5,950,437.56
Independent Bank					
Insured Cash Savings Account		2.70%	1,044,240.93		
Business Checking			1,000.00		
2448 Certificate of Deposit	4 Months	4.80%	240,559.08	4/7/2024	
2457 Certificate of Deposit	4 Months	4.80%	240,469.36	4/7/2024	
7028 Certificate of Deposit	6 Months	4.80%	240,861.85	6/18/2024	
3974 Certificate of Deposit	4 Months	4.75%	240,365.51	5/6/2024	
CDARS 9541	13 Weeks	4.60%	512,430.00	2/8/2024	
CDARS 1164	26 Weeks	4.55%	520,000.00	6/6/2024	
CDARS 0552	13 Weeks	4.55%	507,165.48	2/29/2024	
CDARS 3405	26 Weeks	4.60%	1,030,000.00	5/16/2024	4,577,092.21
Northstar Bank					
Municipal checking			18.68		
CDARS	52 Weeks	4.10%	293,303.92	1/16/2025	
					293,322.60
Team One Credit Union					
Business Savings			8.40		
Investment Account					
Cash & Cash Equivalents			630,027.39		
Wells Fargo Bank - CD		4.75%	131,000.00	1/22/2025	
Bank of America - CD		4.70%	130,000.00	1/23/2025	
Goldman Sachs Bank USA new York NY CD		5.00%	250,000.00	5/14/2024	
Morgan Stanley Bank NA Salt Lake City UT CD		5.10%	250,000.00	5/16/2024	
					1,391,035.79
State Savings Bank					
Insured Cash Savings Account		2.80%	187,740.47		
Business Checking		2.80%	250,592.94		
					438,333.41
Total Investments					12,773,986.38