

**AGENDA  
REGULAR MEETING OF THE CARO CITY COUNCIL  
MARCH 4, 2024, 6:30 P.M.  
317 S STATE ST – COUNCIL CHAMBERS**

**CALL TO ORDER (Pledge of Allegiance)**

**AGENDA APPROVAL**

**PUBLIC COMMENTS:**

**COMMUNICATION:**

1. DDA Minutes – February 14, 2024
2. Parks & Recreation Minutes – February 19, 2024

**CONSENT AGENDA:**

1. Regular Council Minutes – February 19, 2024
2. Special Council Minute – February 21, 2024
3. Invoices

**REGULAR AGENDA:**

1. Poverty Exemption Resolution
2. LED Light Kits
3. Cars & Crafts Road Closures
4. Sled Library
5. Fire Hydrants
6. City Hall Roof Repair & Replacement Change Order

**ITEMS PENDING/POSTPONED:** None

**COMMITTEE/LIAISON POSITION REPORTS:** None

**MAYOR’S REPORT** – Written report submitted.

**MANAGER COMMENTS** – Written report submitted.

**CLERK’S REPORT** – Written report submitted.

**ADDITIONAL PUBLIC COMMENTS**

**ADJOURN**

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MINUTES  
CITY OF CARO DOWNTOWN DEVELOPMENT AUTHORITY  
REGULAR MEETING  
FEBRUARY 14, 2024- NOON

**CALL TO ORDER:**

Chairman Randy Whittaker called the meeting to Order at 12:05pm on February 14, 2024, in the City of Caro Council Chambers.

Present: Chairman Whittaker, City Council Liaison Charlotte Kish, Thomas Bardwell, Susan Holder, Robert Wolak, DDA Director Lauren Amellal.

Absent: Evan Osentoski, Ross Downing, Richard Ransford, Sonya Otremba.

Others Present: Mayor Karen Snider, City Manager Scott Czasak, City Clerk Rita Papp, Jim Tussey, Jill White, Karim Amellal.

**APPROVAL OF AGENDA:**

Motion by Kish to approve the agenda with the addition of the documents from Jim Tussey related to the Lincoln Double Block Presentation, seconded by Wolak. Motion carried.

**PUBLIC COMMENT: NONE**

**COMMUNICATION:**

Chairman Whittaker and Executive Director Amellal presented the 2024 event applications.

**PRESENTATION:**

1. Jim Tussey presented information about the Lincoln Double Block Electric Project.
2. Executive Director Amellal presented the new DDA website platform and features.

**APPROVAL OF MINUTES:**

1. Motion by Kish to approve the Informational Meeting Minutes from January 10, 2024, as presented, seconded by Wolak. Motion carried.
2. Motion by Wolak to approve the Regular Meeting Minutes from January 10, 2024, as presented, seconded by Kish. Motion carried.

MINUTES  
CITY OF CARO DOWNTOWN DEVELOPMENT AUTHORITY  
REGULAR MEETING  
FEBRUARY 14, 2024- NOON

**FINANCIAL REPORT:**

1. Motion by Bardwell to receive and file the December 2023 Financial Report, seconded by Wolak. Motion carried.

**BUSINESS ITEMS:**

1. Lincoln Double Block: Motion by Kish to approve the City Treasurer to make all necessary budget adjustments and to release the funds in the amount of \$34,565.50, Thirty-four thousand, five hundred and sixty-five dollars and fifty cents, to SRS to fulfill the previous agreement, seconded by Holder. Motion carried.
2. Atwood Park Electric Pedestal: Motion by Holder to table the item until the City addresses the DDA's question regarding the payment of the electric bill in writing, seconded by Kish. Motion carried.
3. Spring Decorations: Motion by Holder to approve the City Treasurer to make a transfer from the DDA Fund Balance to the Decorations line in the amount of \$3,000.00 (three thousand dollars) seconded by Kish. Motion carried.
4. Equipment Rental: Motion by Kish to approve the City Treasurer to transfer \$1,000.00 (one thousand dollars) from the DDA Fund Balance to the DDA Equipment line 248-728-943-000, seconded by Wolak. Motion carried.
5. DDA Seasonal Employees: Motion by Kish to approve the City Treasurer to transfer \$2,000.00 (two thousand dollars) from the DDA Fund Balance to the DDA Seasonal Wages line 248-728-705-000, seconded by Holder. Motion carried.

**OLD BUSINESS:**

1. Snow Removal: Motion by Wolak to continue to contribute 50% (fifty percent) of the Snow Removal bill for the downtown district in the 2023- 2024 fiscal year, seconded by Kish. Motion carried.

**EXECUTIVE DIRECTOR REPORT:**

1. Written report submitted.

MINUTES  
CITY OF CARO DOWNTOWN DEVELOPMENT AUTHORITY  
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**COUNCIL LIASON REPORT:**

1. Council person Kish gave a verbal report highlighting the water agreement with the Caro Center, and Police Chief Newcomb being designated the Seargent of Arms.

**PUBLIC COMMENT:** NONE

**ADJOURN:**

Motion by Holder to adjourn the meeting at 1:37pm, seconded by Wolak. Motion carried.

**Respectfully Submitted**

**DDA Executive Director**

**Lauren M. Amellal**

# Parks and Recreation Committee Meeting Minutes

## February 19, 2024

**Present:** Sean Smith, Colleen Russel, Jeff Hartel, Sue Ellen Greenlee, Robert Scheil and Jill White

**Absent:** Tanya Batschke

**Others Present:** Karen Snider and Scott Czasak

I. **Call meeting to order** - 5:30 pm

II. **Pledge of Allegiance**

III. **Approval of Agenda** - Motion - Robert Second - Colleen Approve 5 - 0

IV. **Public Comment** - none

V. **Approval of Minutes**

Corrections form January minutes:

- A. Colleen Russell should have been included as present.
- B. MSU Extension Partner should have been listed as ReAnna, not Carly.

Motion to accept minutes with corrections - Colleen Second - Robert  
Approved 5 - 0

VI. **City Council Liaison Report** -

Jill - Elections are ongoing and WasteWater Treatment agreement was approved for another year.

Scott - Volleyball excavating bid of \$22,950 was approved by City Council and the budget is in good shape.

ReAnna - Handout provided with the following:

- a. Recent programs completed
- b. Upcoming programs
- c. Gold Volunteers are needed
- d. Thumb Nature Trail Association volunteers are needed
- e. Current goals

\*ReAnna will be transitioning into a new position with the current partnership position open.

VII. **Committee Reports**

- a. Volleyball - discussed above
- b. Easter Egg Hunt will be held on March 23 beginning at 11:00 am in Beith Park.
- c. Spring Cleanup will take place on April 27 from 9:00 am - 2:00 pm in Beith Park and Fairground area. Volunteers are needed to assist with this event.

VIII. **New Business**

- a. Fitness Court - no report
- b. Thumb Nature Area Representation - looking for volunteers
- c. Recreation Passport Grant - potential for partnership between the City and the Fairground Board in writing the grant. Fencing around the Fairgrounds appear to be the focus of this grant which is due April 1, 2024.
- d. 2024/2025 Budget - Scott asked the committee to look at the budget and identify any needs or changes that need to be made. More discussion to take place in March.

IX. **Old Business**

- a. Sled Library - in process of being completed
- b. Capital Improvement Priorities - Scott asked the committee to assist with identifying short term, intermediate and long term goals. More discussion to take place in March.
- c. Biannual 5 Year Plan Review - a list of potential ideas was distributed with more discussion to take place in March.

X. **Additional Public Comment** - none

XI. **Adjourn** - 7:00 pm. Motion - Colleen Second - Robert Approved 5 - 0

Minutes submitted by Jeff Hartel on February 22, 2024

**REGULAR MEETING OF THE CARO CITY COUNCIL**

**February 19, 2024, 6:30 P.M.**

**Council Chambers, 317 S. State St., Caro, MI 48723**

Mayor Karen Snider called the regular meeting of the City Council to order on February 19, 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, Brian Newcomb – Police Chief, David Dienes II – WWTP Superintendent and other guests

**AGENDA APPROVAL**

**24-M-40**

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

**Motion Carried.**

**PUBLIC COMMENT/VISITORS:** None

**PRESENTATION:** None

**COMMUNICATIONS:**

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

**24-M-41**

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

**Motion Carried.**

**REGULAR AGENDA:** (action required)

1. Sand Volleyball Pits Bids

**4-M-42**

**Motion by Iseler, seconded by Oedy to 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.**

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

**Motion carried.**

2. City Hall Back Wall Repair Bids

**24-M-43**

**Motion by Eschenbacher, seconded by Iseler to 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.**

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

**Motion carried.**

3. David Dienes II Contract Renewal

**24-M-44**

**Motion by Eschenbacher, seconded by Iseler to 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.**

**Roll call vote: Iseler – yes, Kish – no, Oedy – yes, White – yes, Campbell – yes, Eschenbacher – yes, Mayor Snider – no.**

**Motion carried.**

4. Investment Change #1

**24-M-45**

**Motion by Eschenbacher, seconded by Kish to authorize the City Clerk to reinvest current CD # 301 at Frankenmuth Credit Union at the current rate for 11 months.**

**Motion carried.**

5. Investment Change #2

**24-M-46**

**Motion by Eschenbacher, seconded by Iseler to authorize the City Clerk to reinvest current CD # 301 at Frankenmuth Credit Union at the current rate for 11 months.**

**Motion carried.**



6. Set Policy Committee Meeting

Policy Committee is scheduled for February 29, 2024 at 4:00 p.m.

7. Set Special Council Meeting

Special Council Meeting is scheduled for February 21, 2024 at 5:30 p.m.

**ITEMS PENDING/POSTPONED:** None

**COMMITTEE/LIAISON POSITION REPORTS:**

1. Economic Development Corporation (Mayor Snider) – Still searching for an EDC Director.
2. Chamber of Commerce (Manager) – Citizen of the Year invitation have been mailed. The Chamber is accepting nominations for the Citizen of the Year. The next Business After Hours is scheduled for March 13, 2024 at Independent Bank.
3. Downtown Development Authority (Kish) – Presentations were given by Jim Tussey and Lauren Amellal.
4. Fair Board (Iseler) – Neil Jackson reported that they will have grant opportunities for upgrades to the grandstand due to funds received from Michigan Sugar Company for camping.
5. Parks & Recreation (White) – Committee is working on volleyball courts, sled lending library, spring clean-up and Easter Egg Hunt. Meeting is tomorrow, February 20, 2024.
6. Planning Commission (Eschenbacher) – No meeting.
7. Tuscola County Board of Commissioners (Iseler) – No report.
8. Zoning Board of Appeals (Mayor Snider) – No meeting.
9. Indianfields Township (Manager) – Discussed Park maintenance & vandalism issues. They are working on 3D park maps. The Board of Review meeting was rescheduled. A public hearing will be held for the budget.
10. Almer Township (Campbell) – No report.

**MAYOR'S REPORT** – Written report submitted.

**MANAGER'S COMMENTS** – Written report submitted.  
Discussed grant options and opportunities.

**CLERK'S REPORT** – Written report submitted.  
Gave an update on Early Voting process.

**TREASURER'S REPORT** – Written report submitted.

**ADDITIONAL PUBLIC COMMENT:**

Chief Brian Newcomb – Commented on the need for funds for Tuscola County 911 Dispatch and potential millage request.

Michele Perry – Made her parting comments.

Councilor Jill White – Inquired on snow issue called in by resident.

Councilor Emily Campbell – Commented on employee/employer relations.

**24-M-47**

**Motion by Campbell, seconded by Iseler to adjourn the meeting at 8:21 p.m.**

**Motion carried.**

Rita Papp  
City Clerk

**SPECIAL MEETING OF THE CARO CITY COUNCIL**  
**February 21, 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 February 21, 2024 at 5:30 p.m. in the Council Chambers.

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

Absent: Doreen Oedy

Others: Scott Czasak – City Manager, Rita Papp – City Clerk, and other guests

**PUBLIC COMMENT/VISITORS:** None

**SPECIAL AGENDA:** (action required)

**1. Review City Treasurer Applicants**

The City Council has selected applicants # 3, # 6, # 2 for interviews.

**2. Set City Treasurer Interviews**

The City Clerk will schedule interviews on March 5, 2024 at 5:00 p.m., 5:45 p.m., & 6:30 p.m. Backup date will be March 11, 2024.

**3. Appointment of Interim City Treasurer**

**24-M-48**

**Motion by Mayor Snider, seconded by Eschenbacher to Appoint Scott Czasak as Supervisor of Front Office Staff with no stipend and Clerk Rita Papp as Interim City Treasurer with a stipend of \$200.00 per week.**

**Roll call vote: Campbell – yes, Eschenbacher – yes, Iseler – no, Kish – yes, Oedy – yes, White – yes, Mayor Snider – yes.**

**Motion carried.**

**4. Review City Treasurer Contract**

**24-M-49**

**Motion by Eschenbacher, seconded by Iseler to develop a three year contract for the City Treasurer Position.**

**Motion carried.**

**24-M-50**

**Motion by Eschenbacher, seconded by Campbell to approve the contract changes as presented and develop the wages later in the hiring process.**

**Motion carried.**

**5. Review City Treasurer Job Description**

**4-M-51**

**Motion by Kish, seconded by White to accept and approve job description as reviewed and revised.  
Motion carried.**

**ADDITIONAL PUBLIC COMMENT: None**

**24-M-52**

**Motion by White, seconded by Campbell to adjourn the meeting at 6:35 p.m.  
Motion carried.**



Rita Papp  
City Clerk

Report Criteria:

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

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
<b>CARO AREA DISTRICT LIBRARY</b>					
02/24	02/20/2024	77755	101-000-223-000	DUE TO CARO DISTRICT LIBRARY	26,190.30
Total CARO AREA DISTRICT LIBRARY:					26,190.30
Total 77755:					26,190.30
<b>CARO COMMUNITY SCHOOLS</b>					
02/24	02/20/2024	77756	101-000-225-000	DUE TO CARO SCHOOLS	98,555.15
02/24	02/20/2024	77756	101-000-225-000	DUE TO CARO SCHOOLS	238,616.72
Total CARO COMMUNITY SCHOOLS:					337,171.87
Total 77756:					337,171.87
<b>CARO TRANSIT AUTHORITY</b>					
02/24	02/20/2024	77757	101-000-222-001	DUE TO CARO TRANSIT AUTHORITY	32,437.13
Total CARO TRANSIT AUTHORITY:					32,437.13
Total 77757:					32,437.13
<b>TUSCOLA COUNTY TREASURER</b>					
02/24	02/20/2024	77758	101-000-228-001	DUE TO CTY - STATE EDUCATION	418.27
02/24	02/20/2024	77758	101-000-222-000	DUE TO CTY - COUNTY OPERATING	272.85
02/24	02/20/2024	77758	101-000-222-005	DUE TO COUNTY - INTEREST	16.37
02/24	02/20/2024	77758	101-000-222-005	DUE TO COUNTY - INTEREST	25.10
02/24	02/20/2024	77758	101-000-222-004	COUNTY SPECIALS	48,180.18
Total TUSCOLA COUNTY TREASURER:					48,912.77
Total 77758:					48,912.77
<b>TUSCOLA INTERMEDIATE SCHOOL</b>					
02/24	02/20/2024	77759	101-000-234-000	DUE TO INTERMEDIATE SCHOOLS	74,635.76
Total TUSCOLA INTERMEDIATE SCHOOL:					74,635.76
Total 77759:					74,635.76
<b>ADVANCE AUTO PARTS</b>					
03/24	03/04/2024	77760	661-575-776-000	MAINTENANCE SUPPLIES	96.55
03/24	03/04/2024	77760	591-540-776-000	O&M SUPPLIES	59.37
Total ADVANCE AUTO PARTS:					155.92
Total 77760:					155.92

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
<b>AFLAC</b>					
03/24	03/04/2024	77761	101-000-231-003	AFLAC INSURANCE WITHHOLDING	697.28
Total AFLAC:					697.28
Total 77761:					697.28
<b>AMAZON CAPITAL SERVICES</b>					
03/24	03/04/2024	77762	101-260-740-000	OFFICE SUPPLIES	35.98
03/24	03/04/2024	77762	101-262-740-000	OFFICE SUPPLIES	12.70
03/24	03/04/2024	77762	661-575-776-000	MAINTENANCE SUPPLIES	28.25
03/24	03/04/2024	77762	661-575-776-000	MAINTENANCE SUPPLIES	16.76
03/24	03/04/2024	77762	101-172-740-000	OFFICE SUPPLIES	18.84
03/24	03/04/2024	77762	101-253-740-000	OFFICE SUPPLIES	104.27
03/24	03/04/2024	77762	101-260-740-000	OFFICE SUPPLIES	14.31
03/24	03/04/2024	77762	101-371-740-000	OFFICE SUPPLIES	18.85
03/24	03/04/2024	77762	101-441-740-000	OFFICE SUPPLIES	18.85
03/24	03/04/2024	77762	216-336-740-000	OPERATING SUPPLIES	18.85
03/24	03/04/2024	77762	590-540-740-000	OFFICE SUPPLIES	42.59
03/24	03/04/2024	77762	591-540-740-000	OFFICE SUPPLIES	42.58
03/24	03/04/2024	77762	101-262-740-000	OFFICE SUPPLIES	7.08
03/24	03/04/2024	77762	596-521-740-000	OFFICE SUPPLIES	23.74
03/24	03/04/2024	77762	661-575-776-000	MAINTENANCE SUPPLIES	53.47
Total AMAZON CAPITAL SERVICES:					457.12
Total 77762:					457.12
<b>ANDERSON, TUCKEY, BERNHARDT &amp;</b>					
03/24	03/04/2024	77763	101-253-801-000	CONTRACTED SERVICES	460.00
Total ANDERSON, TUCKEY, BERNHARDT &:					460.00
Total 77763:					460.00
<b>AT&amp;T MOBILITY</b>					
03/24	03/04/2024	77764	101-371-853-000	TELEPHONE	9.80
03/24	03/04/2024	77764	216-336-853-000	TELEPHONE	39.20
03/24	03/04/2024	77764	101-301-853-000	TELEPHONE & PAGERS	175.88
03/24	03/04/2024	77764	101-301-750-001	SOFTWARE MAINTENANCE AGEE'T	108.72
03/24	03/04/2024	77764	101-441-853-000	TELEPHONE	8.79
03/24	03/04/2024	77764	202-483-853-000	TELEPHONE	8.79
03/24	03/04/2024	77764	203-483-853-000	TELEPHONE	8.79
03/24	03/04/2024	77764	590-540-853-000	TELEPHONE	8.80
03/24	03/04/2024	77764	591-540-853-000	TELEPHONE	8.80
Total AT&T MOBILITY:					377.57
Total 77764:					377.57
<b>BATTERIES PLUS BULBS # 380</b>					
03/24	03/04/2024	77765	101-265-776-000	O&M SUPPLIES	186.96

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
Total BATTERIES PLUS BULBS # 380:					186.96
Total 77765:					186.96
<b>BRINKMAN EXCAVATING, LLC</b>					
03/24	03/04/2024	77766	590-545-776-000	OM&R SUPPLIES	1,472.79
03/24	03/04/2024	77766	591-540-776-000	O&M SUPPLIES	1,472.79
Total BRINKMAN EXCAVATING, LLC:					2,945.58
Total 77766:					2,945.58
<b>CARO COMMUNITY HOSPITAL</b>					
03/24	03/04/2024	77767	101-301-801-000	CONTRACTED SERVICES	20.74
Total CARO COMMUNITY HOSPITAL:					20.74
Total 77767:					20.74
<b>CARO RENTAL</b>					
03/24	03/04/2024	77768	202-463-776-000	O&M SUPPLIES	23.58
03/24	03/04/2024	77768	203-463-776-000	O&M SUPPLIES	23.59
Total CARO RENTAL:					47.17
Total 77768:					47.17
<b>COMPANION LIFE INSURANCE CO.</b>					
03/24	03/04/2024	77769	101-172-717-000	LIFE INSURANCE	55.87
03/24	03/04/2024	77769	101-262-717-000	LIFE INSURANCE	3.99
03/24	03/04/2024	77769	101-253-717-000	LIFE INSURANCE	17.56
03/24	03/04/2024	77769	101-260-717-000	LIFE INSURANCE	15.76
03/24	03/04/2024	77769	101-265-717-000	LIFE INSURANCE	11.97
03/24	03/04/2024	77769	101-301-717-000	LIFE INSURANCE	139.65
03/24	03/04/2024	77769	591-540-719-000	SHORT/LONG TERM DISABILITY	78.98
03/24	03/04/2024	77769	596-560-719-000	SHORT/LONG TERM DISABILITY	30.34
03/24	03/04/2024	77769	596-521-719-000	SHORT/LONG TERM DISABILITY	5.85
03/24	03/04/2024	77769	661-575-719-000	SHORT/LONG TERM DISABILITY	22.32
03/24	03/04/2024	77769	590-560-719-000	SHORT/LONG TERM DISABILITY	148.36
03/24	03/04/2024	77769	590-536-719-000	SHORT/LONG TERM DISABILITY	2.93
03/24	03/04/2024	77769	590-540-719-000	SHORT/LONG TERM DISABILITY	215.17
03/24	03/04/2024	77769	590-545-719-000	SHORT/LONG TERM DISABILITY	17.55
03/24	03/04/2024	77769	591-560-719-000	SHORT/LONG TERM DISABILITY	72.09
03/24	03/04/2024	77769	591-536-719-000	SHORT/LONG TERM DISABILITY	2.93
03/24	03/04/2024	77769	203-483-719-000	SHORT/LONG TERM DISABILITY	28.08
03/24	03/04/2024	77769	204-442-719-000	SHORT/LONG TERM DISABILITY	8.78
03/24	03/04/2024	77769	204-483-719-000	SHORT/LONG TERM DISABILITY	10.91
03/24	03/04/2024	77769	248-441-719-000	SHORT/LONG TERM DISABILITY	17.33
03/24	03/04/2024	77769	248-728-719-000	SHORT/LONG TERM DISABILITY	67.88
03/24	03/04/2024	77769	216-336-719-000	SHORT/LONG TERM DISABILITY	70.98
03/24	03/04/2024	77769	101-702-719-000	SHORT/LONG TERM DISABILITY	12.73

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
03/24	03/04/2024	77769	101-441-719-000	SHORT/LONG TERM DISABILITY	109.95
03/24	03/04/2024	77769	101-751-719-000	SHORT/LONG TERM DISABILITY	5.85
03/24	03/04/2024	77769	202-483-719-000	SHORT/LONG TERM DISABILITY	28.08
03/24	03/04/2024	77769	202-463-719-000	SHORT/LONG TERM DISABILITY	14.63
03/24	03/04/2024	77769	203-463-719-000	SHORT/LONG TERM DISABILITY	17.55
03/24	03/04/2024	77769	101-262-719-000	SHORT/LONG TERM DISABILITY	13.71
03/24	03/04/2024	77769	101-253-719-000	SHORT/LONG TERM DISABILITY	53.86
03/24	03/04/2024	77769	101-260-719-000	SHORT/LONG TERM DISABILITY	55.40
03/24	03/04/2024	77769	101-265-719-000	SHORT/LONG TERM DISABILITY	35.10
03/24	03/04/2024	77769	101-301-719-000	SHORT/LONG TERM DISABILITY	450.52
03/24	03/04/2024	77769	101-371-719-000	SHORT/LONG TERM DISABILITY	18.39
03/24	03/04/2024	77769	591-536-717-000	LIFE INSURANCE	1.00
03/24	03/04/2024	77769	591-540-717-000	LIFE INSURANCE	26.93
03/24	03/04/2024	77769	596-560-717-000	LIFE INSURANCE	9.38
03/24	03/04/2024	77769	596-521-717-000	LIFE INSURANCE	2.00
03/24	03/04/2024	77769	661-575-717-000	LIFE INSURANCE	6.28
03/24	03/04/2024	77769	101-172-719-000	SHORT/LONG TERM DISABILITY	47.64
03/24	03/04/2024	77769	216-336-717-000	LIFE INSURANCE	18.75
03/24	03/04/2024	77769	590-560-717-000	LIFE INSURANCE	40.30
03/24	03/04/2024	77769	590-536-717-000	LIFE INSURANCE	1.00
03/24	03/04/2024	77769	590-540-717-000	LIFE INSURANCE	82.79
03/24	03/04/2024	77769	590-545-717-000	LIFE INSURANCE	5.99
03/24	03/04/2024	77769	591-560-717-000	LIFE INSURANCE	21.35
03/24	03/04/2024	77769	203-463-717-000	LIFE INSURANCE	5.99
03/24	03/04/2024	77769	203-483-717-000	LIFE INSURANCE	7.08
03/24	03/04/2024	77769	204-442-717-000	LIFE INSURANCE	2.99
03/24	03/04/2024	77769	204-483-717-000	LIFE INSURANCE	2.69
03/24	03/04/2024	77769	248-441-717-000	LIFE INSURANCE	5.49
03/24	03/04/2024	77769	248-728-717-000	LIFE INSURANCE	20.75
03/24	03/04/2024	77769	101-371-717-000	LIFE INSURANCE	4.99
03/24	03/04/2024	77769	101-702-717-000	LIFE INSURANCE	2.99
03/24	03/04/2024	77769	101-441-717-000	LIFE INSURANCE	34.91
03/24	03/04/2024	77769	101-751-717-000	LIFE INSURANCE	2.00
03/24	03/04/2024	77769	202-483-717-000	LIFE INSURANCE	7.08
03/24	03/04/2024	77769	202-463-717-000	LIFE INSURANCE	4.99
Total COMPANION LIFE INSURANCE CO.:					2,226.41
Total 77769:					2,226.41
<b>CSI EMERGENCY APPARATUS, LLC</b>					
03/24	03/04/2024	77770	216-336-740-000	OPERATING SUPPLIES	3,480.00
Total CSI EMERGENCY APPARATUS, LLC:					3,480.00
Total 77770:					3,480.00
<b>DALE RIECK MASONRY, LLC</b>					
03/24	03/04/2024	77771	101-265-801-000	CONTRACTED SERVICES	1,500.00
Total DALE RIECK MASONRY, LLC:					1,500.00



GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
Total 77771:					1,500.00
<b>FIRST BANKCARD</b>					
03/24	03/04/2024	77772	591-540-960-000	EDUCATION & TRAINING	360.00
03/24	03/04/2024	77772	591-540-960-000	EDUCATION & TRAINING	360.00
03/24	03/04/2024	77772	591-540-960-000	EDUCATION & TRAINING	360.00
03/24	03/04/2024	77772	590-540-760-000	POSTAGE	11.99
03/24	03/04/2024	77772	590-540-760-000	POSTAGE	11.99
03/24	03/04/2024	77772	590-540-740-001	OFFICE SUPPLIES	73.26
03/24	03/04/2024	77772	590-540-960-000	EDUCATION AND TRAINING	365.00
03/24	03/04/2024	77772	590-540-960-000	EDUCATION AND TRAINING	375.00
03/24	03/04/2024	77772	591-540-960-000	EDUCATION & TRAINING	55.00
03/24	03/04/2024	77772	101-172-960-000	EDUCATION AND TRAINING	320.00
03/24	03/04/2024	77772	101-172-960-000	EDUCATION AND TRAINING	15.00
03/24	03/04/2024	77772	101-172-960-000	EDUCATION AND TRAINING	272.85
03/24	03/04/2024	77772	101-172-960-000	EDUCATION AND TRAINING	97.50
03/24	03/04/2024	77772	101-172-960-000	EDUCATION AND TRAINING	94.35
03/24	03/04/2024	77772	590-540-960-000	EDUCATION AND TRAINING	65.00
03/24	03/04/2024	77772	216-336-740-000	OPERATING SUPPLIES	20.00
03/24	03/04/2024	77772	216-336-740-000	OPERATING SUPPLIES	19.29
03/24	03/04/2024	77772	101-301-960-000	EDUCATION & TRAINING, DUES	3.50
03/24	03/04/2024	77772	101-301-960-000	EDUCATION & TRAINING, DUES	12.65
03/24	03/04/2024	77772	101-301-960-000	EDUCATION & TRAINING, DUES	37.86
03/24	03/04/2024	77772	101-301-960-000	EDUCATION & TRAINING, DUES	446.70
03/24	03/04/2024	77772	216-336-960-000	EDUCATION & TRAINING	28.43
03/24	03/04/2024	77772	216-336-740-000	OPERATING SUPPLIES	38.14
03/24	03/04/2024	77772	591-540-760-000	POSTAGE	11.12
03/24	03/04/2024	77772	591-540-960-000	EDUCATION & TRAINING	70.00
03/24	03/04/2024	77772	591-540-960-000	EDUCATION & TRAINING	70.00
03/24	03/04/2024	77772	101-101-801-000	CONTRACTED SERVICES	150.00
03/24	03/04/2024	77772	101-301-725-000	UNIFORMS/UNIFORM EQUIPMENT	130.00
03/24	03/04/2024	77772	101-301-725-000	UNIFORMS/UNIFORM EQUIPMENT	875.23
03/24	03/04/2024	77772	591-540-760-000	POSTAGE	11.10
03/24	03/04/2024	77772	101-265-776-000	O&M SUPPLIES	111.97
03/24	03/04/2024	77772	661-575-776-000	MAINTENANCE SUPPLIES	112.97
Total FIRST BANKCARD:					4,929.04
Total 77772:					4,929.04
<b>FOSTER, SWIFT, COLLINS &amp; SMITH, PC</b>					
03/24	03/04/2024	77773	101-253-801-000	CONTRACTED SERVICES	50.00
03/24	03/04/2024	77773	101-172-801-000	CONTRACTED SERVICES	375.00
03/24	03/04/2024	77773	101-101-801-000	CONTRACTED SERVICES	425.00
Total FOSTER, SWIFT, COLLINS & SMITH, PC:					850.00
Total 77773:					850.00
<b>GREAT LAKES PUBLIC SAFETY EQUIPMENT</b>					
03/24	03/04/2024	77774	661-575-776-000	MAINTENANCE SUPPLIES	124.70

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Total GREAT LAKES PUBLIC SAFETY EQUIPMENT:					124.70
Total 77774:					124.70
<b>HIRSCHMAN OIL SUPPLY INC</b>					
03/24	03/04/2024	77775	661-575-860-000	GAS/OIL	896.50
Total HIRSCHMAN OIL SUPPLY INC:					896.50
Total 77775:					896.50
<b>HORIZON OVERHEAD DOOR LLC</b>					
03/24	03/04/2024	77776	101-265-801-000	CONTRACTED SERVICES	593.50
Total HORIZON OVERHEAD DOOR LLC:					593.50
Total 77776:					593.50
<b>HOTSY OF MID-MICHIGAN, INC.</b>					
03/24	03/04/2024	77777	101-265-801-000	CONTRACTED SERVICES	358.95
Total HOTSY OF MID-MICHIGAN, INC.:					358.95
Total 77777:					358.95
<b>HUBBELL, ROTH &amp; CLARK, INC</b>					
03/24	03/04/2024	77778	590-540-970-002	CAPITAL OUTLAY - SRF	37,773.07
Total HUBBELL, ROTH & CLARK, INC:					37,773.07
Total 77778:					37,773.07
<b>KELSIE LONEY</b>					
03/24	03/04/2024	77779	591-000-255-000	WATER RENTER DEPOSITS	110.64
Total KELSIE LONEY:					110.64
Total 77779:					110.64
<b>KEN MARTIN ELECTRIC, INC</b>					
03/24	03/04/2024	77780	590-545-776-000	OM&R SUPPLIES	1,600.00
03/24	03/04/2024	77780	590-540-776-000	OM&R SUPPLIES NORMAL	1,200.00
Total KEN MARTIN ELECTRIC, INC:					2,800.00
Total 77780:					2,800.00
<b>KENDALL ELECTRIC INC</b>					
03/24	03/04/2024	77781	590-540-776-000	OM&R SUPPLIES NORMAL	2,352.53
03/24	03/04/2024	77781	590-540-776-000	OM&R SUPPLIES NORMAL	2,976.25

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
Total KENDALL ELECTRIC INC:					5,328.78
Total 77781:					5,328.78
<b>KRISTAL'S HELPING HAND LLC</b>					
03/24	03/04/2024	77782	101-441-801-002	CONTRACTED SERV - JANITORIAL	138.34
03/24	03/04/2024	77782	101-441-801-002	CONTRACTED SERV - JANITORIAL	54.14
03/24	03/04/2024	77782	101-301-801-002	CONTRACTED SERV - JANITORIAL	108.34
03/24	03/04/2024	77782	101-260-801-002	CONTRACTED SERV - JANITORIAL	100.28
03/24	03/04/2024	77782	101-172-801-002	CONTRACTED SERV - JANITORIAL	100.28
03/24	03/04/2024	77782	101-253-801-002	CONTRACTED SERV - JANITORIAL	100.28
03/24	03/04/2024	77782	590-540-801-002	CONTRACTED SERV - JANITORIAL	108.34
Total KRISTAL'S HELPING HAND LLC:					710.00
Total 77782:					710.00
<b>LAWSON PRODUCTS, INC.</b>					
03/24	03/04/2024	77783	661-575-776-000	MAINTENANCE SUPPLIES	327.88
Total LAWSON PRODUCTS, INC.:					327.88
Total 77783:					327.88
<b>MICHIGAN MUNICIPAL LEAGUE</b>					
03/24	03/04/2024	77784	101-172-801-000	CONTRACTED SERVICES	3,458.00
Total MICHIGAN MUNICIPAL LEAGUE:					3,458.00
Total 77784:					3,458.00
<b>MICHIGAN MUNICIPAL RISK MGMT AUTH</b>					
03/24	03/04/2024	77785	101-172-965-000	LIABILITY INSURANCE	31,522.25
03/24	03/04/2024	77785	101-172-965-000	LIABILITY INSURANCE	1,056.00
03/24	03/04/2024	77785	101-172-965-000	LIABILITY INSURANCE	6,250.00
Total MICHIGAN MUNICIPAL RISK MGMT AUTH:					38,828.25
Total 77785:					38,828.25
<b>MICHIGAN PIPE &amp; VALVE-SAGINAW</b>					
03/24	03/04/2024	77786	591-540-776-000	O&M SUPPLIES	288.00
03/24	03/04/2024	77786	591-540-776-000	O&M SUPPLIES	275.00
03/24	03/04/2024	77786	591-540-776-000	O&M SUPPLIES	1,125.00
03/24	03/04/2024	77786	591-540-776-000	O&M SUPPLIES	108.00
03/24	03/04/2024	77786	591-540-776-000	O&M SUPPLIES	560.00
03/24	03/04/2024	77786	591-540-776-000	O&M SUPPLIES	80.00
Total MICHIGAN PIPE & VALVE-SAGINAW:					2,436.00

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
Total 77786:					2,436.00
<b>MICHIGAN STATE UNIVERSITY</b>					
03/24	03/04/2024	77787	101-751-801-000	CONTRACTED SERVICES	4,912.08
Total MICHIGAN STATE UNIVERSITY:					4,912.08
Total 77787:					4,912.08
<b>MISS DIG SYSTEM, INC.</b>					
03/24	03/04/2024	77788	590-545-801-000	CONTRACTED SERVICES	521.56
03/24	03/04/2024	77788	591-540-801-000	CONTRACTED SERVICES	521.55
Total MISS DIG SYSTEM, INC.:					1,043.11
Total 77788:					1,043.11
<b>MONCHILOV SEWER SERVICE LLC</b>					
03/24	03/04/2024	77789	590-545-801-000	CONTRACTED SERVICES	795.00
03/24	03/04/2024	77789	590-545-801-000	CONTRACTED SERVICES	1,987.50
Total MONCHILOV SEWER SERVICE LLC:					2,782.50
Total 77789:					2,782.50
<b>MOORE MOTOR SALES</b>					
J3/24	03/04/2024	77790	101-301-930-000	CONTRACTED REPAIRS	250.00
03/24	03/04/2024	77790	101-301-930-001	VEHICLE MAINTENACE EXPENSE	1,956.02
Total MOORE MOTOR SALES:					2,206.02
Total 77790:					2,206.02
<b>MUNICIPAL EMERGENCY SERVICES</b>					
03/24	03/04/2024	77791	216-336-970-000	CAPITAL OUTLAY	11,897.48
03/24	03/04/2024	77791	216-336-970-000	CAPITAL OUTLAY	550.00
Total MUNICIPAL EMERGENCY SERVICES:					12,447.48
Total 77791:					12,447.48
<b>NAVITOR INC</b>					
03/24	03/04/2024	77792	101-172-740-000	OFFICE SUPPLIES	28.30
03/24	03/04/2024	77792	101-253-740-000	OFFICE SUPPLIES	28.30
03/24	03/04/2024	77792	101-260-740-000	OFFICE SUPPLIES	28.30
03/24	03/04/2024	77792	101-265-776-000	O&M SUPPLIES	28.30
03/24	03/04/2024	77792	101-804-776-000	O&M SUPPLIES	28.30
03/24	03/04/2024	77792	101-301-740-000	OFFICE SUPPLIES	28.30
03/24	03/04/2024	77792	591-540-776-000	O&M SUPPLIES	28.31
03/24	03/04/2024	77792	596-521-740-000	OFFICE SUPPLIES	28.30
03/24	03/04/2024	77792	216-336-740-000	OPERATING SUPPLIES	28.31
03/24	03/04/2024	77792	661-575-776-000	MAINTENANCE SUPPLIES	28.31

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
03/24	03/04/2024	77792	101-754-776-000	O&M SUPPLIES	28.30
03/24	03/04/2024	77792	101-703-776-000	O&M SUPPLIES	28.30
03/24	03/04/2024	77792	202-463-776-000	O&M SUPPLIES	28.30
03/24	03/04/2024	77792	203-463-776-000	O&M SUPPLIES	28.30
03/24	03/04/2024	77792	248-728-776-000	DDA OPERATING SUPPLIES	28.30
03/24	03/04/2024	77792	590-540-740-001	OFFICE SUPPLIES	28.31
03/24	03/04/2024	77792	101-371-740-000	OFFICE SUPPLIES	28.30
03/24	03/04/2024	77792	101-701-740-000	OFFICE SUPPLIES	28.30
03/24	03/04/2024	77792	101-702-740-000	OFFICE SUPPLIES	28.30
03/24	03/04/2024	77792	101-441-740-000	OFFICE SUPPLIES	28.30
03/24	03/04/2024	77792	101-751-776-000	O&M SUPPLIES	28.30
03/24	03/04/2024	77792	101-753-776-000	O&M SUPPLIES	28.30
Total NAVITOR INC:					622.64
Total 77792:					622.64
<b>NEOGEN CORPORATION</b>					
03/24	03/04/2024	77793	590-540-776-001	LAB SUPPLIES	194.67
Total NEOGEN CORPORATION:					194.67
Total 77793:					194.67
<b>OWEN TREE SERVICE</b>					
03/24	03/04/2024	77794	101-754-776-000	O&M SUPPLIES	218.00
Total OWEN TREE SERVICE:					218.00
Total 77794:					218.00
<b>RASMUSSEN TRUCKING SERVICE CENTER LLC</b>					
03/24	03/04/2024	77795	216-336-930-000	REPAIRS - EQUIPMENT	889.67
Total RASMUSSEN TRUCKING SERVICE CENTER LLC:					889.67
Total 77795:					889.67
<b>ROBERT FRUYTIER</b>					
03/24	03/04/2024	77796	591-000-255-000	WATER RENTER DEPOSITS	91.92
Total ROBERT FRUYTIER:					91.92
Total 77796:					91.92
<b>ROWE PROFESSIONAL SVS COMP.</b>					
03/24	03/04/2024	77797	591-540-801-000	CONTRACTED SERVICES	1,080.00
03/24	03/04/2024	77797	202-451-801-001	CONTRACTED SERV - ENGINEERING	4,572.50
Total ROWE PROFESSIONAL SVS COMP.:					5,652.50

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
Total 77797:					5,652.50
<b>SRS PHARMACY SERVICES</b>					
03/24	03/04/2024	77798	248-729-801-000	UNALLOCATED FUTURE PROJECTS	34,565.50
Total SRS PHARMACY SERVICES:					34,565.50
Total 77798:					34,565.50
<b>STEPHENS TIRE SERVICE</b>					
03/24	03/04/2024	77799	661-575-930-000	CONTRACTED REPAIRS	20.00
Total STEPHENS TIRE SERVICE:					20.00
Total 77799:					20.00
<b>TEAM FINANCIAL GROUP</b>					
03/24	03/04/2024	77800	101-172-750-001	SOFTWARE MAINTENANCE AGREE'T	24.91
03/24	03/04/2024	77800	101-253-750-001	SOFTWARE MAINTENANCE AGREE'T	24.91
03/24	03/04/2024	77800	101-260-750-001	SOFTWARE MAINTENANCE AGREE'T	24.91
03/24	03/04/2024	77800	101-301-750-001	SOFTWARE MAINTENANCE AGREE'T	24.91
03/24	03/04/2024	77800	101-371-750-001	SOFTWARE MAINTENANCE AGREEM	24.92
03/24	03/04/2024	77800	101-441-750-001	SOFTWARE MAINTENANCE AGREE'T	24.92
03/24	03/04/2024	77800	591-540-750-001	SOFTWARE MAINTENANCE AGREEM	24.92
03/24	03/04/2024	77800	216-336-750-001	SOFTWARE MAINTENANCE AGREE'T	24.92
03/24	03/04/2024	77800	248-728-776-000	DDA OPERATING SUPPLIES	12.46
03/24	03/04/2024	77800	596-521-750-001	SOFTWARE MAINTENANCE AGREEM	24.92
03/24	03/04/2024	77800	661-575-750-001	SOFTWARE MAINTENANCE AGREE'T	24.92
03/24	03/04/2024	77800	248-733-956-001	FARMERS MARKET - OTHER EXPENS	12.46
03/24	03/04/2024	77800	590-540-750-001	SOFTWARE MAINTENANCE AGREEM	24.92
Total TEAM FINANCIAL GROUP:					299.00
Total 77800:					299.00
<b>THUMB COOLING &amp; HEATING LLC</b>					
03/24	03/04/2024	77801	248-728-801-000	DDA CONTRACTED SERVICES	282.42
Total THUMB COOLING & HEATING LLC:					282.42
Total 77801:					282.42
<b>THUMB WELDING SUPPLY</b>					
03/24	03/04/2024	77802	661-575-930-000	CONTRACTED REPAIRS	383.16
Total THUMB WELDING SUPPLY:					383.16
Total 77802:					383.16
<b>TRACE ANALYTICAL LABORATORIES, INC</b>					
03/24	03/04/2024	77803	591-540-777-001	WATER TESTING	43.50
03/24	03/04/2024	77803	591-540-777-001	WATER TESTING	43.50

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
Total TRACE ANALYTICAL LABORATORIES, INC:					87.00
Total 77803:					87.00
<b>TUSCOLA COUNTY</b>					
03/24	03/04/2024	77804	101-257-801-000	CONTRACTED SERVICES	2,433.17
Total TUSCOLA COUNTY:					2,433.17
Total 77804:					2,433.17
<b>TUSCOLA COUNTY TREASURER</b>					
03/24	03/04/2024	77805	101-000-432-005	LIEU OF TAX DISTRIB-MOBILE EST	107.50
03/24	03/04/2024	77805	101-000-432-005	LIEU OF TAX DISTRIB-MOBILE EST	107.50
03/24	03/04/2024	77805	101-000-432-005	LIEU OF TAX DISTRIB-MOBILE EST	107.50
03/24	03/04/2024	77805	101-000-432-005	LIEU OF TAX DISTRIB-MOBILE EST	107.50
03/24	03/04/2024	77805	101-000-432-005	LIEU OF TAX DISTRIB-MOBILE EST	107.50
03/24	03/04/2024	77805	101-000-432-003	LIEU OF TAX DISTRIB-SUGARTREE	205.00
03/24	03/04/2024	77805	101-000-432-003	LIEU OF TAX DISTRIB-SUGARTREE	205.00
03/24	03/04/2024	77805	101-000-432-003	LIEU OF TAX DISTRIB-SUGARTREE	205.00
03/24	03/04/2024	77805	101-000-432-003	LIEU OF TAX DISTRIB-SUGARTREE	205.00
Total TUSCOLA COUNTY TREASURER:					1,357.50
Total 77805:					1,357.50
<b>UIS SCADA</b>					
03/24	03/04/2024	77806	591-540-801-000	CONTRACTED SERVICES	4,804.00
Total UIS SCADA:					4,804.00
Total 77806:					4,804.00
<b>W W WILLIAMS</b>					
03/24	03/04/2024	77807	101-265-801-000	CONTRACTED SERVICES	462.00
03/24	03/04/2024	77807	591-540-801-000	CONTRACTED SERVICES	393.00
03/24	03/04/2024	77807	590-540-801-000	CONTRACTED SERVICES	737.00
03/24	03/04/2024	77807	591-540-801-000	CONTRACTED SERVICES	618.00
03/24	03/04/2024	77807	591-540-801-000	CONTRACTED SERVICES	569.00
03/24	03/04/2024	77807	590-540-801-000	CONTRACTED SERVICES	590.00
03/24	03/04/2024	77807	590-540-801-000	CONTRACTED SERVICES	434.00
Total W W WILLIAMS:					3,803.00
Total 77807:					3,803.00
<b>WATER SOLUTIONS UNLIMITED</b>					
03/24	03/04/2024	77808	590-540-776-004	CHEMICAL SUPPLIES FOR PLANT	1,425.00
03/24	03/04/2024	77808	591-540-776-000	O&M SUPPLIES	4,177.00

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
Total WATER SOLUTIONS UNLIMITED:					5,602.00
Total 77808:					5,602.00
<b>AIR ADVANTAGE</b>					
02/24	02/20/2024	800063	101-172-750-001	SOFTWARE MAINTENANCE AGREE'T	51.00
02/24	02/20/2024	800063	101-253-750-001	SOFTWARE MAINTENANCE AGREE'T	51.00
02/24	02/20/2024	800063	101-260-750-001	SOFTWARE MAINTENANCE AGREE'T	51.00
02/24	02/20/2024	800063	101-441-750-001	SOFTWARE MAINTENANCE AGREE'T	65.50
02/24	02/20/2024	800063	591-540-750-001	SOFTWARE MAINTENANCE AGREEM	14.50
02/24	02/20/2024	800063	596-521-750-001	SOFTWARE MAINTENANCE AGREEM	14.50
02/24	02/20/2024	800063	661-575-750-001	SOFTWARE MAINTENANCE AGREE'T	7.50
02/24	02/20/2024	800063	661-575-750-001	SOFTWARE MAINTENANCE AGREE'T	10.50
02/24	02/20/2024	800063	590-540-750-001	SOFTWARE MAINTENANCE AGREEM	91.50
02/24	02/20/2024	800063	101-301-750-001	SOFTWARE MAINTENANCE AGEE'T	102.00
02/24	02/20/2024	800063	248-728-801-000	DDA CONTRACTED SERVICES	59.16
Total AIR ADVANTAGE:					518.16
Total 800063:					518.16
<b>CONSUMERS ENERGY</b>					
02/24	02/20/2024	800064	591-540-921-000	GAS (UTILITY)	846.13
02/24	02/20/2024	800064	591-540-921-000	GAS (UTILITY)	139.19
02/24	02/20/2024	800064	101-265-921-000	GAS	132.13
02/24	02/20/2024	800064	590-540-921-000	GAS (Consumers Energy)	4,226.63
02/24	02/20/2024	800064	101-265-921-000	GAS	1,776.86
02/24	02/20/2024	800064	591-540-921-000	GAS (UTILITY)	16.00
02/24	02/20/2024	800064	591-540-921-000	GAS (UTILITY)	22.08
02/24	02/20/2024	800064	248-728-921-000	GAS	80.97
Total CONSUMERS ENERGY:					7,239.99
Total 800064:					7,239.99
<b>DTE ENERGY</b>					
02/24	02/27/2024	800065	590-540-920-000	ELECTRIC	7,347.68
02/24	02/27/2024	800065	101-441-926-000	STREET LIGHTS - ELECTRIC	5,350.71
02/24	02/27/2024	800065	101-441-926-000	STREET LIGHTS - ELECTRIC	191.56
02/24	02/27/2024	800065	101-441-926-000	STREET LIGHTS - ELECTRIC	196.81
02/24	02/27/2024	800065	590-545-920-000	ELECTRIC - LIFT STATIONS	568.63
02/24	02/27/2024	800065	591-540-920-000	ELECTRIC - WELLHOUSES	722.44
02/24	02/27/2024	800065	590-545-920-000	ELECTRIC - LIFT STATIONS	124.53
02/24	02/27/2024	800065	590-545-920-000	ELECTRIC - LIFT STATIONS	86.82
02/24	02/27/2024	800065	590-545-920-000	ELECTRIC - LIFT STATIONS	130.27
02/24	02/27/2024	800065	590-545-920-000	ELECTRIC - LIFT STATIONS	67.16
02/24	02/27/2024	800065	101-265-920-000	ELECTRIC	1,196.54
02/24	02/27/2024	800065	101-703-920-000	ELECTRIC	17.63
02/24	02/27/2024	800065	101-441-926-000	STREET LIGHTS - ELECTRIC	19.66
02/24	02/27/2024	800065	101-265-920-000	ELECTRIC	1,272.46
02/24	02/27/2024	800065	590-545-920-000	ELECTRIC - LIFT STATIONS	294.21



GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
02/24	02/27/2024	800065	101-751-920-000	ELECTRIC	17.63
02/24	02/27/2024	800065	101-751-920-000	ELECTRIC	18.11
02/24	02/27/2024	800065	591-540-920-000	ELECTRIC - WELLHOUSES	962.44
02/24	02/27/2024	800065	101-441-926-000	STREET LIGHTS - ELECTRIC	19.59
02/24	02/27/2024	800065	101-754-920-000	ELECTRIC	38.63
02/24	02/27/2024	800065	204-444-920-000	ELECTRIC - PARKING LOTS	46.72
02/24	02/27/2024	800065	590-545-920-000	ELECTRIC - LIFT STATIONS	182.74
02/24	02/27/2024	800065	590-545-920-000	ELECTRIC - LIFT STATIONS	79.24
02/24	02/27/2024	800065	591-540-920-000	ELECTRIC - WELLHOUSES	1,250.93
02/24	02/27/2024	800065	590-545-920-000	ELECTRIC - LIFT STATIONS	407.55
02/24	02/27/2024	800065	590-545-920-000	ELECTRIC - LIFT STATIONS	67.62
02/24	02/27/2024	800065	101-751-920-000	ELECTRIC	144.62
02/24	02/27/2024	800065	204-444-920-000	ELECTRIC - PARKING LOTS	82.87
02/24	02/27/2024	800065	101-441-926-000	STREET LIGHTS - ELECTRIC	125.47
02/24	02/27/2024	800065	101-751-920-000	ELECTRIC	51.01
02/24	02/27/2024	800065	591-540-920-000	ELECTRIC - WELLHOUSES	7,753.54
02/24	02/27/2024	800065	204-444-920-000	ELECTRIC - PARKING LOTS	97.76
02/24	02/27/2024	800065	248-728-920-000	ELECTRIC	494.94
02/24	02/27/2024	800065	101-753-920-000	ELECTRIC	203.50
02/24	02/27/2024	800065	101-703-920-000	ELECTRIC	30.39
02/24	02/27/2024	800065	248-728-920-000	ELECTRIC	51.37
Total DTE ENERGY:					29,713.78
Total 800065:					29,713.78
Grand Totals:					753,597.16

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

# CITY OF CARO

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

317 South State Street  
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MAYOR  
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BOB ESCHENBACHER  
PAMELA ISELER  
CHARLOTTE KISH  
DOREEN OEDY  
JILL WHITE

## MEMORANDUM

TO: Caro City Council  
FROM: City Assessor Angie Daniels  
DATE: Wednesday, February 28, 2024  
RE: Agenda Item – Poverty Exemption Resolution

---

Members of the Caro City Council,

I am currently working on preparations for the PA 660 audit taking place this year for all units in Tuscola County.

Our current poverty resolution for the City was adopted back in 2014 and I spotted some verbiage that needs to be removed per the latest changes in the statute (MCL 211.7u). I have highlighted the text that needs to be removed in the attached copy of the City's current resolution.

I've also attached a new proposed resolution that was drafted using some verbiage from the current resolution and guidance from the Michigan State Tax Commission Bulletin 22 of 2023.

I'll also be reviewing the information on the City's website to make sure we have all information available as required.

A new resolution needs to be adopted prior to our first board of review meeting requiring decisions which is scheduled for March 18th. Hopefully this can be accomplished so we can pass our PA 660 Audit successfully.

Your options for motions are:

1. Adopt the City of Caro Resolution for Poverty Exemption resolution as presented.
2. Postpone for further discussion.
3. Take no action.

**City of Caro Council Resolution to  
Adopt Poverty Exemption Income Guidelines and Asset Test**

WHEREAS, the homestead of persons who, in the judgment of the board of review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or part from taxation under the General Property Tax Act; and

WHEREAS, the City Council board is required by Section 7u of the General Property Tax Act, Public Act 206 of 1893 (MCL 211.7u), to adopt guidelines for poverty exemptions;

NOW, THEREFORE, BE IT HEREBY RESOLVED, pursuant to MCL 211.7u, that the City of Caro, Tuscola County, adopts the following guidelines for the board of review to implement.

The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year.

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of and occupy as a homestead the property for which an exemption is requested.
- 2) File a claim with the assessor or board of review, accompanied by federal and state income tax returns for all persons residing in the homestead, including any property tax credit returns filed in the immediately preceding year or in the current year.
- 3) Produce a valid drivers' license or other form of identification if requested.
- 4) Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested if requested.
- 5) Meet the *federal poverty income guidelines as defined and determined annually by the United States Office of Management and Budget.*
- 6) Meet additional eligibility requirements, including: **maximum asset value amount of \$30,000 and consideration of revenue and non revenue producing assets owned by the petitioner.**


BE IT ALSO RESOLVED that the board of review shall follow the above stated policy and federal guidelines in granting or denying an exemption, unless the board of review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these are communicated in writing to the claimant.


The foregoing resolution offered by Council Member Langmaid and supported by Council Member Kish.

Roll Call: Yes Charlotte Kish, Amanda Langmaid, Rick Lipan, Gordon Taggett  
Richard Pouliot, Joseph Greene

No None Absent Michael Henry

The Mayor declared the resolution adopted.

  
Sarah Jarvis, Deputy Clerk

  
Richard E. Pouliot, City Mayor

I, Sarah Jarvis the Deputy Clerk of City of Caro, hereby certify that the foregoing resolution was adopted by the city council at the regular meeting of said council held on February 3, 2014, at which meeting a quorum was present by a roll call vote of said members as hereinbefore set forth; that said resolution was ordered to take immediate effect.

  
Sarah Jarvis, Deputy Clerk

## City of Caro Resolution for Poverty Exemption

### Resolution No. 2024-3

**WHEREAS**, the adoption of guidelines for poverty exemptions is required of the City Council; and

**WHEREAS**, the principal residence of persons, who in the judgment of the Board of Review, by reason of poverty is unable to contribute toward the public charges is eligible for exemption in whole or in part from the collection of taxes under (MCL 211.7u); and

**WHEREAS**, the City of Caro, Tuscola County adopts the following guidelines for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household filed in the current or immediately preceding year;

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of and occupy as a principal residence the property for which an exemption is requested.
- 2) File Form 5737 *Application for MCL 211.7u Poverty Exemption* and Form 5739 *Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty* with the Assessor or Board of Review, accompanied by federal and state income tax returns for all persons residing in the principal residence or a signed State Tax Commission Form 4988, *Poverty Exemption Affidavit*.
- 3) File a claim reporting that the combined assets of all persons residing in the household do not exceed the current guidelines. Assets include but are not limited to, real estate other than the principal residence, personal property, motor vehicles, recreational vehicles and equipment, certificates of deposit, savings accounts, checking accounts, stocks, bonds, life insurance, retirement funds, etc.
- 4) Produce a valid driver's license or other form of identification if requested.
- 5) Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
- 6) Meet the federal poverty income guidelines published in the prior calendar year in the Federal Register by the United States Department of Health and Human Services.
- 7) The application for an exemption shall be filed after January 1, but one day prior to the last day of the December Board of Review during the year in which the exemption is requested. The filing of this claim constitutes an appearance before the Board of Review for the purpose of preserving the right of appeal to the Michigan Tax Tribunal.
- 8) Meet additional eligibility requirements, including: a maximum asset value amount of \$30,000 and consideration of revenue and non-revenue producing assets owned by the petitioner. Applicants must provide a list of all assets when applying for the poverty exemption. Assets include, but are not limited to: a second home, land, vehicles; Recreational vehicles such as campers, motorhomes, boats and ATVs; Buildings other than the

residence; Jewelry, antiques, artwork; Equipment, other personal property of value; Bank accounts (over a specified amount), stocks; Money received from the sale of property, such as, stocks, bonds, a house or car (unless a person is in the specific business of selling such property); Withdrawals of bank deposits and borrowed money; Gifts, loans, lump-sum inheritances, and one-time insurance payments; Food or housing received in lieu of wages and the value of food and fuel produced and consumed on farms; Federal non-cash benefits programs such as Medicare, Medicaid, food stamps and school lunches.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** the Board of Review shall follow the above stated policy and federal guidelines in granting and denying an exemption.

The foregoing resolution offered by Council Member \_\_\_\_\_ and supported by Council Member \_\_\_\_\_.

Upon roll call vote, the following voted:

Yes:

\_\_\_\_\_

No:

\_\_\_\_\_

Absent:

\_\_\_\_\_

The Mayor declares the resolution adopted.

\_\_\_\_\_  
Rita Papp, City Clerk

\_\_\_\_\_  
Karen Snider, City Mayor

**ATTEST:**

I hereby certify that the foregoing is a true and correct copy of a Resolution duly adopted by the City Council of the City of Caro at a regular meeting held on Monday, March 4, 2024, at 6:30 p.m. in the Council Chambers of the Caro Municipal Building, 317 S. State Street, Caro, Michigan.

\_\_\_\_\_  
Rita Papp – City Clerk

# CITY OF CARO

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

317 South State Street  
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MAYOR  
KAREN SNIDER  
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EMILY CAMPBELL  
BOB ESCHENBACHER  
PAMELA ISELER  
CHARLOTTE KISH  
DOREEN OEDY  
JILL WHITE

## MEMORANDUM

TO: Caro City Council  
FROM: City Manager Scott R. Czasak  
DATE: Wednesday, February 28, 2024  
RE: Agenda Item – LED Light Kits

---

Members of the Caro City Council,

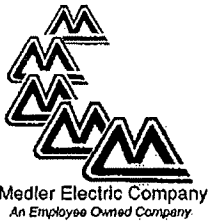
As you know, as part of our ongoing maintenance of the streetlights in town is the purchase of retrofit kits to upgrade to LED lights which use less electricity. Currently, we are in need of 4 kits to replace existing broken lights, however, if we buy in quantities of 12 or more the shipping cost drops to \$1. Therefore, we would have 4 to replace what is currently broken and 8 in stock for immediate use when future lights need replacement.

We have alternated purchasing these kits between the City and the DDA since the last time Council was asked to make this purchase, a practice we will continue to do in order to split the costs of these kits evenly.

This is part of the regular maintenance of our streetlights and is accounted for in the Fiscal Year 2023/2024 budget as part of said general maintenance and not specifically broken out. Therefore, a budget adjustment is not required at this time.

Your options for motions are:

1. Motion to authorize the purchase of 12 LED retrofit kits from Medler Electric Co. #3 for the quoted price of \$5,342.46.
2. Motion to authorize the purchase of a different amount of LED retrofit kits from Medler Electric Co. #3.
3. Deny the purchase of additional LED light kits at this time.
4. Postpone for further discussion.
5. Take no action.



**MEDLER ELECTRIC CO. #3**  
**110 PATTERSON STREET**  
**BAY CITY, MI 48706**  
**989-686-6054 Fax 989-686-8550**

# Quotation

QUOTE DATE	QUOTE NUMBER
02/27/24	S5337032
ORDER TO:	PAGE NO.
MEDLER ELECTRIC CO. #3 110 PATTERSON STREET BAY CITY, MI 48706 989-686-6054 Fax 989-686-8550	1

QUOTE TO:  
 CITY OF CARO 127  
 741 SOUTH HOOPER DPW BUILDING  
 CARO, MI 48723

SHIP TO:  
 CITY OF CARO 127  
 741 SOUTH HOOPER DPW BUILDING  
 CARO, MI 48723

WRITER		CUSTOMER ORDER NUMBER	RELEASE NUMBER	SHIP DATE
Tim Peyok (BAY)		RETROFIT KITS		02/27/24
SALESPERSON		SHIP VIA	TERMS	FREIGHT EXEMPT
Matt Kauffold (BAX)		OT OUR TRUCK	1%10th Net 30	No
ORDER QTY	PART NO	DESCRIPTION	UNIT PRICE	NET AMOUNT
12EA	1473682	LUM D2024-01B LED retrofit kit, 55W, 120-277V, 4000K, 20kA surge suppressor *Above Item Not Returnable W/O RGA* ----- * LUMECON - FOR DECORATIVE FIXTURES, QTY 8 OR MORE TO MEET FREIGHT MIN. * 3-5 week lead time currently ----- TAXES NOT INCLUDED	445.122	5341.46

THIS IS A QUOTATION  
 Prices will expire on 02/29/24  
 APPLICABLE TAXES EXTRA!

Subtotal	5341.46
S&H CHGS	1.00
Amount Due	5342.46

# CITY OF CARO

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

317 South State Street  
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CHARLOTTE KISH  
DOREEN OEDY  
JILL WHITE

## MEMORANDUM

TO: Caro City Council  
FROM: City Manager Scott R. Czasak  
DATE: Wednesday, February 28, 2024  
RE: Agenda Item – Cars and Crafts Road Closures

---

Members of the Caro City Council,

As you know, each year we receive a request from the Caro Chamber of Commerce to close certain roads, including M-81, to facilitate the Cars and Crafts event. This year this event will be from May 31-June 1, 2024.

Their request for closures is:

1. East Sherman Street closed from State Street to Court Street including the alley from Thursday, May 30, 2024, at 5:30 p.m. through Saturday, June 1, 7:00 p.m. for concession stands.
2. Closure of East and West Lincoln Streets closed from State Street to alley from Saturday, June 1, 2024, 7:00 a.m. through 4:00 pm
3. Closure of East and West Burnside Street closed from State Street to alley, Saturday, June 1, 7:00 a.m. through 4:00 p.m., east and west and for potential activities and safety of community members and visitors to our community.
4. Use of sidewalks on State Street, both sides, from Frank Street to Grant Street on Friday, May 31 and Saturday, June 1, 2024, for craft show and business sales.
5. State Street closed on Saturday, June 1, 7:30 a.m. to approximately 4:30 p.m. from Frank Street to Grant Street for the car/bike/big rig show and other activities.
6. The Chamber is requesting that a car cruise throughout Caro takes place after the car show. We would work with the Caro Police Department on logistics.

Both Police and Fire Chiefs have reviewed this request and approve.



Your options for motions are:

1. Approve the street closure requests from the Chamber of Commerce for the Cars and Crafts event as requested.
2. Deny the requested street closure requests and instruct the City Manager to communicate the issues with the request to the Chamber of Commerce.
3. Postpone for further discussion.
4. Take no action.



February 9, 2024  
City Council- City of Caro  
317 South State Street, Caro, MI 48723

**RE: CARS & CRAFTS WEEKEND 2024**

Dear City Council Members,

The Caro Chamber of Commerce Cars & Crafts Weekend committee has set the 2024 dates for May 31 and June 1. We would like to request the following from the City:

1. East Sherman Street closed from State Street to Court Street including the alley from Thursday, May 30, 2024, at 5:30 p.m. through Saturday, June 1, 7:00 p.m. for concession stands.
2. Closure of side streets to ensure the safety of pedestrians enjoying the car show downtown, since the cars will be located directly on State Street.
  - o East and West Lincoln Streets closed from State Street to alley from Saturday, June 1, 2024, 7:00 a.m. through 4:00 pm
  - o East and West Burnside Street closed from State Street to alley, Saturday, June 1, 7:00 a.m. through 4:00 p.m., east and west and for potential activities and safety of community members and visitors to our community.
3. The Chamber will coordinate the placement of four (4) port-a-johns on Thursday, May 30 for the event on Friday and Saturday. Port-a-johns to be placed at the following locations: two (2) in parking lot behind Continental Home Center; one (1) in parking lot off East Lincoln Street. The Chamber will obtain the port-a-johns from an outside source.
4. Use of sidewalks on State Street, both sides, from Frank Street to Grant Street on Friday, May 31 and Saturday, June 1, 2024, for craft show and business sales.
5. State Street closed on Saturday, June 1, 7:30 a.m. to approximately 4:30 p.m. from Frank Street to Grant Street for the car/bike/big rig show and other activities. In the past the City of Caro has requested MDOT approval. *Will the procedure continue?*
6. The Chamber is requesting that a car cruise throughout Caro takes place after the car show. We would work with the Caro Police Department on logistics.

7. Assistance from DPW with coordination of ten (10) picnic tables (stored at the City Storage facility under an MOU agreement with the City) to be placed on East Sherman Street for concessions; two (2) picnic tables to be placed on West Lincoln Street for concessions; and six (6) garbage barrels to be placed on East Sherman Street and one (1) on West Lincoln Street. Plastic bags for the garbage barrels brought to the Chamber office. Electrical outlets on light posts to be in working order. Also, the use of the fire hydrate for water hook up.
8. Request for DPW to place applicable detour signage/festival in progress signs in appropriate locations with sandbags to weigh the signs down.
9. The Chamber will meet with Caro Police Department officials prior to the event and provide names and cell phone numbers of Chamber Board members and committee members involved. The Chamber will also make a reminder call to 911 the morning of the event, Caro Police Chief notifies as well.
10. Requesting the cooperation of Tom Reese and his so accommodating DPW staff to assist us with miscellaneous items.

If there are any questions, please call the Chamber office 673-5211.

Sincerely,



Susan Rickwalt-Holder, President  
Caro Chamber of Commerce

# CITY OF CARO

CITY MANAGER  
SCOTT R. CZASAK  
CITY CLERK  
RITA PAPP  
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JILL WHITE

## MEMORANDUM

TO: Caro City Council  
FROM: City Manager Scott R. Czasak  
DATE: Wednesday, February 28, 2024  
RE: Agenda Item – Sled Lending Library

---

Members of the Caro City Council,

As you know, the Parks and Recreation Committee has been working on a project to develop a Sled Lending Library to be placed at Chippewa Landing Park by the Sled Hill so sleds would be available to borrow by those who want to enjoy the Sled Hill but might lack their own sled.

Caro resident Alyssa Westerby volunteered to assemble the Sled Lending Library and the Parks and Recreation Committee agreed to let her do so, with approval of the sign design left to the City Manager. The sign includes the language "Use at own risk." which I cleared with the City Attorney as demonstrating use of these sleds would not be a liability for the City, and the library is now complete and ready for placement at Chippewa Landing Park.

Your options for motions are:

1. Motion to accept the City of Caro Sled Lending Library and authorize the Department of Public Works to place it at Chippewa Landing Park during the winter season and store it when not in season.
2. Deny accepting the Sled Lending Library.
3. Postpone for further discussion.
4. Take no action.







# SLED LENDING LIBRARY

Use a sled, have fun, &  
return when done.

• USE AT OWN RISK •

# CITY OF CARO

CITY MANAGER  
SCOTT R. CZASAK  
CITY CLERK  
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JILL WHITE

## MEMORANDUM

TO: Caro City Council  
FROM: City Manager Scott R. Czasak  
DATE: Wednesday, February 28, 2024  
RE: Agenda Item – Fire Hydrants

---

Members of the Caro City Council,

As you know, repair and replacement of many items is part of the normal course of action for the City, and at this time we are looking to purchase a number of fire hydrants in order to repair broken ones, and to have some in stock for future issues.

We purchase these items regularly from Michigan Pipe & Valve, so they are uniform for repair and replacement purposes, and they have quoted a price of \$3,850.00 per fire hydrant. As \$25,000.00 has been budgeted for fire hydrants in the Fiscal Year 2023/2024 budget a purchase of 6 fire hydrants for a total cost of \$23,100.00 is requested.

Currently, we have 3 fire hydrants out of order at the moment which would be immediately replaced with this order, and we would have 3 in stock which should get us through into the next budget.

Your options for motions are:

1. Motion to authorize the purchase of 6 fire hydrants from Michigan Pipe & Valve for the quoted amount of \$23,100.00.
2. Motion to authorize the purchase of a different amount of fire hydrants from Michigan Pipe & Valve at \$3,850.00 each.
3. Deny the purchase of additional fire hydrants at this time.
4. Postpone for further discussion.
5. Take no action.



MPV- Saginaw  
 596 Kochville Rd.  
 Saginaw, MI 48604

# PRICE QUOTE

Phone 989-752-7911  
 Fax 989-752-7970

Page 1

Printed 02/19/24 MB

<p style="text-align: center;"><b>Quoted</b></p> <p>CITY OF CARO        317 S STATE ST        CARO MI 48723        Buyer: TOM REESE        Tel:989-673-7671 Fax:989-673-7310</p>	<p style="text-align: center;"><b>Ship To</b></p> <p>CITY OF CARO        317 S STATE ST        CARO MI 48723</p>
--	--

Quote #	Quote Date	Exp Date	Customer #	Customer P/O #	Ship Via	Writer
QS12365	02/19/2024	04/19/2024	0001073	HYDRANTS	BEST WAY	MB
Job ID	Customer Terms			Salesman		
	NET 30			MIKE BROWN		

Product	Description	UM	Quant	Unit Price	Extension
SP*001337	6 5BR 250 HYDRANT MJ SHOE, 1 1/2 PENT, 2-2 1/2 NST & 1-5 STORZ NOZZLE, LHO, RED, 55904D	EA	1	3850.00	3850.00

<p>X: _____        (Accepted by)</p>	<p>Sub Total      \$3,850.00        Freight          \$0.00        Misc Charges    \$0.00        Tax Amount      \$0.00</p>	<p><b>T o t a l</b>  <b>\$3,850.00</b></p>
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<p style="text-align: center;"><b>MESSAGE</b></p> <p>MPV full terms apply a complete set will be sent upon request.</p>	<p style="text-align: center;"><b>TERMS</b></p> <p>All prices are good for orders shipped within 30 days of quotation date. Quoted price is subject to change if specification changes. Ductile Iron Pipe may be billed at a higher price.</p>
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# CITY OF CARO

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

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

## MEMORANDUM

TO: Caro City Council  
FROM: City Manager Scott R. Czasak  
DATE: Wednesday, February 28, 2024  
RE: Agenda Item – City Hall Roof Repair and Replacement Change Order

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Members of the Caro City Council,

As you know, we had previously awarded a bid to Marlette Roofing in the amount of \$28,960.00 to repair and replace portions of the roof of City Hall damaged by vine growth and water damage. This was done based on bid specifications developed by an independent DuroLast Roof System representative to include an overlay of the roof. After further inspections by the contractor, and issues which were exposed during the bid process for the City Hall Back Wall project, Marlette Roof presents a change order in order to make better improvements to our roof.

This change order would remove the overlay of the roof and instead replace the roof in the affected area, which would in turn extend the warranty period from 10 years to 20 years, for an additional cost of \$3,000.00. Additionally, this change order would replace the current gutter system, which is beyond repair at this point, for \$4,000.00. In total, we would increase the cost to \$35,960.00 for a complete replacement of the roof area and new gutters. Importantly, this new cost is still less than the other two bidders who sought to only do the overlay as developed for the bid specifications. Those bids were \$43,400.00 and \$53,750.00.

Given the state of the gutters in relation to this repair and the integration with the back wall bracing project and the ability to replace the roof as opposed to repair and double the warranty for \$7,000.00 is recommended by the DPW Superintendent and myself.

Your options for motions are:

1. Motion to authorize the City Manager to accept the Change Order revisions to the City Hall Roof project as proposed and sign all necessary documents to execute the project.
2. Deny the Change Order and instruct the City Manager to proceed as originally awarded.
3. Postpone for further discussion.
4. Take no action.

# MARLETTE ROOFING AND SHEET METAL

2650 Main Street | Marlette, MI 48453

*Proposal for*

## **Roof Replacement at City Hall City of Caro**

*2/23/24*

### **Training Room Roof**

- |  |                          |
|--|--------------------------|
| • Demo roofing material down to hot tar roof:                                  | <b>\$5,000.00</b>        |
| • New 1/2" insulation and installation:  | <b>\$3,560.00</b>        |
| • New 50 mil Duro-Last Roof System installation:                               | <b>\$14,500.00</b>       |
| • 20-year Duro-Last material and labor warranty.                               | <b>Included</b>          |
| • Remove old and furnish and install new gutter and<br>downspout where needed. | <b><u>\$4,000.00</u></b> |
| <b>Total:</b>  | <b>\$27,060.00</b>       |

### **Mechanical Room**

- Roof work at Caro City Hall mechanical room per the bid specifications found on page 6 of the bid documents: **\$8,900.00**

**Total:        \$35,960.00**

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Al Patrick, President

office 989.635.2429 | [www.marletteroofing.com](http://www.marletteroofing.com)

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**TO: City Council**  
**FROM: Karen Snider - Mayor**  
**SUBJECT: Mayor's Report**  
**DATE: March 4, 2024**

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A big thank you to our Clerk Rita Papp and Deputy Clerk Jana Brown for not only taking on the City of Caro but being the host to three other municipalities for the February 27 election. Also, a thank you to all the workers of the election who did a great job. Special thank you to our County Clerk Jodi Fetting who conducted numerous training sessions to all involved in the election process and checking on them during the entire period of time. Congratulations to all of you and again thank you.

The City Manager, City Deputy Clerk and I prepared the Council agenda on February 29 for the March 4 council meeting.

I attended Rotary on February 9 and the program was presented by Andy Daniels, CEO of Hills & Dales Hospital. The program consisted of updating the Caro Rotary Club on all the new projects they are doing including the merger that recently took place.

We had a special council meeting on February 21 to work towards filling the city treasurer position. We reviewed applications and chose the ones we would like to interview. We reviewed the employment contract and job description for this position.

Rotary on February 26 welcomed guest speaker Mike Webster, Chairman of the Board for Family Promise of Tuscola County. There are over 100 families with children experiencing homelessness in Tuscola County. The mission of this organization is to end homelessness among families with children, one family at a time. They have raised \$118,000 for operations but they need \$200,000 per year. Donations are welcome online and I have attached the information to my report.

I had an interview with the Tuscola County Advertiser regarding my opinion regarding Proposal 1 that was on the February 27 ballot. The people of the City of Caro have spoken and now we need to focus on moving forward.

I attended the Parks and Recreation meeting on February 20. Several projects were discussed including the approval of the bid to go forward with sand volleyball. The Easter

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Egg Hunt is scheduled for March 23 at Bieth Park in Caro and planning is being done. Colleen Russell and Robert Scheil are co-chairs of the project.

The Planning Commission meeting was cancelled for February 27.

Mayor Karen Snider

## Opening in 2024

**Mission** – to end homelessness among families with children, one family at a time.

**Method** – by respectfully empowering them to achieve lasting independence and stabilization through a community-wide response from faith-based groups and civic organizations.

**Model** – Church buildings serve as a rotational shelter for one week, four times per year

**Money** - \$200,000 per year of funding

### The status as of January 1, 2024

Raised \$118,000 for operations

Have six locations to serve as overnight shelters

Secured \$6,100 toward a Day Center

### What is needed to become operational

To have raised \$160,000 before hiring an Executive Director

To have the Executive Director fully trained

To have 10 of the 13 sites to serve as an overnight shelter

To have a building that serves as a Day Center

### FACT

100 Families with children are experiencing homelessness in Tuscola County and nothing is being done to resolve this crisis.

### PROMISE

Family Promise of Tuscola County will follow a provable path to bring such families to stable and lasting independence.

### REQUIREMENT

It will take a community-wide response from:

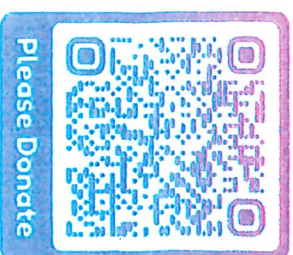
- Churches
- Businesses
- Civic groups
- Individuals

### WILL YOU HELP?

- **GIVE:** Checks – send to 102 Joy St. Caro, MI 48723

Online – [familypromisetuscolami.org/donate](http://familypromisetuscolami.org/donate)

- **VOLUNTEER** (store – 989-589-1059; shelter – 989-325-5827)
- **SHARE** the promise (share this flyer)






 **Gourmet Gathering**   
Presented By  
 **Family Promise**  
of Tuscola County


## Restaurants Responding to Children in Homelessness

Raise the roof of your mouths and taste the specialties of your local restaurants to help kids out of homelessness.

 **WHEN:** Friday, March 22 at 6:00 pm

 **where:** Tuscola County Technology Center  
(1401 Cleaver Rd in Caro)

 **why:** Over 100 families with children are experiencing homelessness in our county. Family Promise of Tuscola County will help such families get out of their homelessness and stay out.

 **How:** Free admission. Go around and sample the many cuisines. Donate whatever amount you like (cash or check).

Every dollar given will be matched by Modern Woodmen and an anonymous donor who will each match up to \$1,500. All proceeds go to Family Promise of Tuscola County.

Anything more is icing on the cake!

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## MEMORANDUM

TO: Caro City Council  
FROM: City Manager Scott R. Czasak  
DATE: Wednesday, February 28, 2024  
RE: City Manager's Report

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Members of the Caro City Council,

With the Presidential Primary in the rear view, I would like to first off thank all those who came in during the election process to work the election, whether during the 9 days of early voting, or on Election Day. These workers are what makes the elections here in Caro move so smoothly. Most importantly, I would like to recognize the incredible work of our Clerk Rita Papp and our Deputy Clerk Jana Brown for all they do making elections work. Recent statewide ballot proposals have greatly changed the election process and added additional responsibilities and I am extremely proud of how our staff stepped up to ensure everything went off without a hitch.

In addition to my usual spontaneous meetings with residents, business owners, Rotary attendance and the like, I had meetings with Chamber of Commerce representatives about the Gingerbread Festival, specifically the concerns the City has with the idea of closing M-81 for part of the festival. Chief Newcomb and myself went over the issues and I believe we have reached a compromise which will expand the area available for the festival while ensuring public safety and a smooth flow of traffic through our downtown.

Speaking of downtown traffic, I have been informed by the Michigan Department of Transportation that the M-24 bridge over the Cass River will be closed this summer for repairs. Tentatively, the work is scheduled to take place from mid-June until the end of August. M-24 will be closed to all traffic at this point, with the official detour bringing traffic down Frank Street to M-81, down to Chambers Road, then to M-46, and back to M-24. Both the Police and Fire Departments are aware of this and are working to prepare for the increased traffic, and potential for issues this closure and detour will cause.

From the DPW and WWTP things have mostly been routine the last two weeks, we did have some sewer backup issues on Frank Street which required cameraing the line under the railroad tracks, which will probably lead to these lines being part of the line lining process we have begun to extend the life of our underground infrastructure here in the City.

Lastly, the 2 sand volleyball pits Council awarded the bid at our last meeting has already begun work due to the good weather we had. Once the pit is dug and filled with the required sand, I will be ordering the poles and nets for installation by our DPW in time for them to be used in the spring.

Looking forward, we have a few small projects to get out for bid and bring before Council before the end of the year, including the Spring skip patching projects, however we are through the bulk of the work for Fiscal Year 2023/2024 and we can all take pride in how much we have accomplished!

As the lion roars to begin March, I am looking forward to working with our Department Heads to get the budget ready for an April presentation to Council, where hopefully the lamb at the end of March means a smooth process.



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JILL WHITE

**TO:** City Council/City Manager  
**FROM:** Rita Papp – City Clerk/Interim City Treasurer  
**SUBJECT:** Clerk’s Report  
**DATE:** March 4, 2024

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- 9 days of Early Voting have been completed. Our site received 229 voters. This included City of Caro, Almer, Indianfields, and Wells. All nine days went very smoothly.
- The city of Caro will be having a Special Election, May 7, 2024. Caro Community Schools Bond Issue.
- Received resignation letter via email from Rocco Borg, Parks & Recreation Committee. The vacancy has been posted. Taking applications until filled.
- Planning Commission is cancelled, February 27, 2024.
- Posted the City Treasurer vacancy on: Indeed, MML, MAMC, MMTA, Facebook, Website & Paper. Deadline is February 16, 2024. Received 6 applicants.
- Attended Special Council Meeting, Wednesday, February 21, 2024.
- Working on Finalizing Fire Contracts.
- Completed the required paperwork to change signatories to all financial institutions.
- Working on my department budget for FY 2024-2025.
- Continue to maintain treasurer duties as interim.
- Continuing to attend Rotary Meetings to network with community members.
- Continuing to attend monthly LEAD Tuscola meetings as secretary of the Steering Committee.