



Moving Forward Working Together

AGENDA

February 27, 2023

Regular Meeting – 6:00 P.M.

- Call to Order
- Pledge of Allegiance
- Roll Call
- Review Minutes of Regular Meeting of January 30, 2023– page 3
- Review Financial Statement ending January 31, 2023 – page 21
- Citizen Comments
- Budget and Finance
 - Approval of Bills
 - Approve Resolution to Apply for Match on Main Grant Funding for ExcelDance Studio of Arts, LLC – page 43
 - Approve Resolution for Charitable Gaming License for Cass City Rotary Foundation – page 45
- Public Services Committee
- Personnel and Public Safety
 - Approve School Resource Officer (SRO) Memorandum of Understanding (MOU) with the Cass City Police Department – page 47
- Parks and Recreation Committee
 - Approve purchase of Soccer Goals and Nets as fiduciary for Cass City Soccer – page 55
- Downtown Development Authority – Minutes of January 10, 2023 Meeting – page 59
 - Appoint Tyler Erla to DDA Board – page 69
 - Receive and File 2022 DDA Annual Report – page 61
- Economic Development Corporation – Minutes of January 10, 2023 Meeting – page 77
 - Appoint Tyler Erla to EDC Board – page 85
 - Receive and File 2022 EDC Annual Report – page 79
- Planning Commission – Minutes of January 18, 2023 Meeting – page 87
 - Receive and File 2022 Cass City Planning Commission Annual Report – page 89
- Manager's Report – page 97
- Communications
 - Michigan Township Par Plan Board of Directors Elections – page 99
 - Petition from Andrew and Natalie Ellis Requesting an Ordinance Variance to Raise Egg Laying Chickens on their property in the Village of Cass City – page 107
- Professional Development
 - “Making Good Decisions Together” Training, March 22, 2023, 5:30 p.m. at Hills and Dales Corporate Services Building – page 111
- Other Business
- Adjournment

March 2023 Meetings and Events:

March 9 – Personnel & Public Safety Committee, 4 pm

March 14 – DDA/EDC Meeting, 1:30 pm

March 14 – Parks and Recreation, 4:00 pm

March 15 – Planning Commission, 7 pm

March 15 – Public Services Committee, 10 am

March 22 – Making Good Decisions Together Training, 5:30 pm, Hills and Dales Corporate Services Bldg

March 27 – Budget & Finance Committee, 5 pm

March 27 – Council Meeting, 6 pm

A Regular Meeting of the Cass City Village Council was held in person, at the Cass City Municipal Building on Monday, January 30, 2023, at 6:00 p.m. Council Members present: President Dan Delamarter, Trustees: Kevven Dorland, Bill Hartzell, Michael Kirn, Joe Leeson and Rob Piaskowski. Excused: Tom Herron

MOTION# 2023.1.30-01

MOTION by Trustee Kirn, Supported by Trustee Piaskowski, to receive, approve, and file the minutes of the December 12, 2022, Regular Meeting. MOTION CARRIED 6 yeas 0 nays.

MOTION# 2023.1.30-02

MOTION by Trustee Piaskowski, Supported by Trustee Kirn, to receive, approve, and file the minutes of the January 11, 2023, Committee of the Whole Meeting. MOTION CARRIED 6 yeas 0 nays.

MOTION# 2023.1.30-03

MOTION by Trustee Kirn, Supported by Trustee Leeson, to receive, approve, and file the minutes of the January 11, 2023, Special Meeting. MOTION CARRIED 6 yeas 0 nays.

MOTION# 2023.1.30-04

MOTION by Trustee Piaskowski, Supported by Trustee Leeson to receive, and accept the Financial Statements of December 31, 2022. MOTION CARRIED 6 yeas 0 nays.

During Citizen Comments, Glenn Guilds, 6587 Seed Street, requested a change to the Outdoor Recreational Vehicle (ORV) ordinance to allow for driving directly to his home before sunrise and after sunset. Tracy Moore, 4410 Seeger, asked to the Village Council to re-visit the Rental Registration Ordinance and its reporting requirements. Pat McIntosh, 6780 Delong Road, commented on the Rental Registration Ordinance. Lisa Britt, 6385 Deckerville Road, commented on Rental Inspections currently done by the State of Michigan on Rental Units paid with state funds. Dick Greenwood, 6797 Houghton, inquired why the inspection was for Rental Units, not privately owner-occupied older homes. Wendy Delong, 3447 N. Englehart Road, commented on Rental Inspections currently done by the insurance companies prior to coverage on Rental Units. Tavis Osentoski, 6349 Brenda Drive, commented on notifications to landlords prior to enactment of the ordinances and requested the Village Council to revisit the Rental Registration Ordinance. Steve Delong, 3447 N. Englehart Road, commented on furnace work done by contractors and how limiting to verify current levels of maintenance after service calls in Rental Units as well as not privately owner-occupied homes. Tracy Moore, 4410 Seeger, spoke on the anticipated sale of current rental units as a result of the Rental Registration Ordinance.

Amy Peters, 6778 Houghton, gave an overview of the 2022 and 2023 donations received for the Bark Park, the anticipated costs of construction, and the plan to obtain matching funds through MEDC crowdfunding opportunities. She requested that the Village Council respond favorably to the request for the Village of Cass City to apply for this funding on behalf of the dog park. Glenn Guilds, 6587 Seed Street, commented on the proposed Rental Registration Ordinance, from the Fire Department's viewpoint when entering burning apartment units. Pat McIntosh, 6780 Delong Road, commented that rental apartments are sorely needed in Cass City.

President Delamarter concluded the discussion, voicing his appreciation for all the public comments, and would look into these comments at the next Personnel and Public Safety Committee meeting.

MOTION# 2023.1.30-05

MOTION by Trustee Piaskowski, Supported by Trustee Leeson, to receive and file the Village of Cass City Accounts Payable paid invoices. MOTION CARRIED 6 yeas 0 nays.

MOTION# 2023.1.30-06

MOTION by Trustee Piaskowski, Supported by Trustee Leeson to approve the Tuscola County Economic Development Corporation 2023 Allocation in the amount of \$7500. MOTION CARRIED 6 yeas 0 nays.

MOTION# 2023.1.30-07

MOTION by Trustee Piaskowski, Supported by Trustee Leeson, to adopt a Resolution to Annex Property on Doerr Road into the Village of Cass City. Roll Call Vote: Dorland: no, Hartzell: no, Herron: excused, Kirn: yea, Leeson: yea, Piaskowski: yea, Delamarter: yea. MOTION CARRIED 4-2, 1 excused. (Attached)

MOTION# 2023.1.30-08

MOTION by Trustee Leeson, Supported by Trustee Piaskowski, to enter into Closed Session, in accordance with the Open Meetings Act 267 of 1976, Section 15.268, Sec. 8(d) and (h) to discuss the confidential attorney opinions provided to the Village of Cass City on 12/8/2022. Roll Call Vote: Dorland: yea, Hartzell: yea, Herron: excused, Kirn: yea, Leeson: yea, Piaskowski: yea, Delamarter: yea. MOTION CARRIED 6-0, 1 excused.

The Council entered into Closed Session at 6:29 pm.

The Council left Closed Session at 7:24 pm.

MOTION# 2023.1.30-09

MOTION by Trustee Piaskowski, Supported by Trustee Leeson, to return to the Regular Meeting. Roll Call Vote: Dorland: yea, Hartzell: yea, Herron: excused, Kirn: yea, Leeson: yea, Piaskowski: yea, Delamarter: yea. MOTION CARRIED 6-0, 1 excused.

The Council returned to the Regular Meeting at 7:25 pm.

MOTION# 2023.1.30-10

MOTION by Trustee Piaskowski, Supported by Trustee Kirn, to approve the Village Attorney's recommendation on Park Property and authorize to proceed with recommended course of action. Roll Call Vote: Dorland: yea, Hartzell: yea, Herron: excused, Kirn: yea, Leeson: no, Piaskowski: yea, Delamarter: yea. MOTION CARRIED 5-1, 1 excused.

MOTION# 2023.1.30-11

MOTION by Trustee Piaskowski, Supported by Trustee Hartzell, to approve the Village Attorney's recommendation on Blighted Property and authorize to proceed with recommended course of action. Roll Call Vote: Dorland: yea, Hartzell: yea, Herron: excused, Kirn: yea, Leeson: yea, Piaskowski: yea, Delamarter: yea. MOTION CARRIED 6-0, 1 excused.

MOTION# 2023.1.30-12

MOTION by Trustee Kirn, Supported by Trustee Piaskowski to approve the estimate from Anatum Geomobile Solutions, for the purchase of an EOS Arrow Gold Plus GPS and Equipment for Utility Marking, in the amount of \$10,001.96, plus a 10% contingency. MOTION CARRIED 6 yeas 0 nays.

MOTION# 2023.1.30-13

MOTION by Trustee Kirn, Supported by Trustee Piaskowski to approve the quote by Monchilov Sewer Service, LLC, for the Cured-in-Place Pipe Lining for Seed Street and other locations throughout the Village of Cass City, in the amount of \$85,000. MOTION CARRIED 6 yeas 0 nays.

MOTION# 2023.1.30-14

MOTION by Trustee Kirn, Supported by Trustee Piaskowski to approve the estimate from Thumb Cooling & Heating, for the installation of a standby generator at the North Lift Station, in the amount of \$24,503.25, and a 10% contingency. MOTION CARRIED 6 yeas 0 nays.

MOTION# 2023.1.30-15

MOTION by Trustee Hartzell, Supported by Trustee Kirn, to adopt the updated Michigan Department of Transportation (MDOT) Performance Resolution for Municipalities. Roll Call Vote: Dorland: yea, Hartzell: yea, Herron: excused, Kirn: yea, Leeson: yea, Piaskowski: yea, Delamarter: yea. MOTION CARRIED 6-0, 1 excused. (Attached)

MOTION# 2023.1.30-16

MOTION by Trustee Leeson, Supported by Trustee Kirn to approve the Village of Cass City to apply for a Michigan Economic Development Corporation (MEDC) Public Spaces Community Places crowdfunding program grant for the Cass City Bark (Dog) Park. MOTION CARRIED 5 yeas 1 nays.

MOTION# 2023.1.30-17

MOTION by Trustee Kirn, Supported by Trustee Leeson, to receive and file the minutes of the Cass City Downtown Development Authority (DDA) held on November 8, 2022. MOTION CARRIED 6 yeas 0 nays.

MOTION# 2023.1.30-18

MOTION by Trustee Kirn, Supported by Trustee Leeson, to receive and file the minutes of the Cass City Economic Development Corporation (EDC) held on November 8, 2022. MOTION CARRIED 6 yeas 0 nays.

MOTION# 2023.1.30-18

MOTION by Trustee Leeson, Supported by Trustee Dorland, to receive and file the minutes of the Cass City Planning Commission held on November 16, 2022. MOTION CARRIED 6 yeas 0 nays.

The Manager's Report was reviewed.

MOTION# 2023.1.30-18

MOTION by Trustee Leeson, Supported by Trustee Piaskowski, to receive and file correspondence from Hills and Dales Hospital dated January 13, 2023, and from Deborah McClorey dated January 23, 2023. MOTION CARRIED 6 yeas 0 nays. (Attached)

MOTION# 2023.1.30-18

MOTION by Trustee Leeson, Supported by Trustee Piaskowski, to adjourn the meeting at 7:44 pm. MOTION CARRIED 6 yeas 0 nays.

Nanette S. Walsh

Nanette Walsh, CMC, CPFA, CPFIM, MiCPT

Village of Cass City, Michigan

RESOLUTION

WHEREAS, it is to the mutual advantage and benefit of the people in the Village of Cass City, Michigan, to promote industrial development and to attract business and industry to create payrolls and improve the general economic condition of the Village of Cass City, Michigan;

AND. WHEREAS, it is of great importance for any such business development to have water lines and sewer lines extended to the site;

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Cass City, Michigan, in a regular meeting as follows:

1. That the Village Council of Cass City, Tuscola County, Michigan, petitions the Board of Commissioners of the County of Tuscola to annex to the Village of Cass City the following described land:
2. WHEREAS, the real property, situated in the Township of Elkland, County of Tuscola, State of Michigan is legally described as:

A parcel of land being in and a part of the East half of the Southeast quarter of Section 33, Town 14 North, Range 11 East, described as commencing at the South quarter corner of said Section 33; thence North 01 degrees 52 minutes 31 seconds West along the North-South quarter line of said Section 33, 659.88 feet to the point of beginning; thence South 87 degrees 24 minutes 18 seconds West parallel with the South line of said Section 33, 394.96 feet; thence South 87 degrees 30 minutes 41 seconds West 262.42 feet measured, (262.80 recorded); thence North 01 degrees 49 minutes 53 seconds West along the previously established West one eighth line of said Section 33, 660.58 measured, (660.51 recorded); thence North 87 degrees 37 minutes 27 seconds East along the South one eighth line of said Section 33, 656.85 feet measured, (657.37 recorded); thence South 01 degrees 52 minutes 31 seconds East along the said North South quarter line 194.93 feet; thence South 88 degrees 07 minutes 29 seconds West 176.00 feet; thence South 01 degrees 52 minutes 31 seconds East parallel with the said North South quarter line 180.00 feet; thence South 88 degrees 07 minutes 29 seconds West 50.50 feet; thence South 01 degrees 52 minutes 31 seconds East parallel with the said North South quarter line 220.47 feet; thence North 87 degrees 24 minutes 18 seconds East parallel with the South line of said Section 33, 226.52 feet; thence South 01 degrees 52 minutes 31 seconds East along the said North South quarter line 66.00 feet to the point of beginning.

and more particularly described on attached Exhibit "1" which is incorporated by reference.

Tax ID: 007-033-000-3900-01; and known at V/L Doerr Road, Cass City, MI 48726

3. That the President and the Clerk of the Village of Cass City are authorized to sign a petition directed to the Board of Commissioners of Tuscola County and to attach a copy of this resolution to the petition, said petition requesting that the Board of Commissioners hold a hearing and take action on the petition as prayed for in the petition.

Moved by Trustee Piaskowski

Seconded by Trustee Leeson

Yeas 4 Nays 2

I hereby certify that the above is a true copy of the resolution passed at a meeting of the Village Council of the Village of Cass City, held in the Village of Cass City, Tuscola County, Michigan on January 30, 2023.

Nanette S. Walsh

Village Clerk

NOTICE OF HEARING OF THE PETITION OF THE
VILLAGE OF CASS CITY TO ANNEX CERTAIN TERRITORY
TO THE VILLAGE OF CASS CITY

TO WHOM IT MAY CONCERN:

NOTICE IS GIVEN that the Village Council of the Village of Cass City, Tuscola County, Michigan has petitioned the Tuscola County Board of Commissioners to annex to the Village of Cass City, Tuscola County, Michigan, the following described lands located in the Township of Elkland, Tuscola County, Michigan, to-wit:

A parcel of land being in and a part of the East half of the Southeast quarter of Section 33, Town 14 North, Range 11 East, described as commencing at the South quarter corner of said Section 33; thence North 01 degrees 52 minutes 31 seconds West along the North-South quarter line of said Section 33, 659.88 feet to the point of beginning; thence South 87 degrees 24 minutes 18 seconds West parallel with the South line of said Section 33, 394.96 feet; thence South 87 degrees 30 minutes 41 seconds West 262.42 feet measured, (262.80 recorded); thence North 01 degrees 49 minutes 53 seconds West along the previously established West one eighth line of said Section 33, 660.58 measured, (660.51 recorded); thence North 87 degrees 37 minutes 27 seconds East along the South one eighth line of said Section 33, 656.85 feet measured, (657.37 recorded); thence South 01 degrees 52 minutes 31 seconds East along the said North South quarter line 194.93 feet; thence South 88 degrees 07 minutes 29 seconds West 176.00 feet; thence South 01 degrees 52 minutes 31 seconds East parallel with the said North South quarter line 180.00 feet; thence South 88 degrees 07 minutes 29 seconds West 50.50 feet; thence South 01 degrees 52 minutes 31 seconds East parallel with the said North South quarter line 220.47 feet; thence North 87 degrees 24 minutes 18 seconds East parallel with the South line of said Section 33, 226.52 feet; thence South 01 degrees 52 minutes 31 seconds East along the said North South quarter line 66.00 feet to the point of beginning.

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This notice shall be published in the **Cass City Chronicle**, a newspaper published in the **Village of Cass City**, one time each week for three weeks immediately preceding the hearing on the petition.

The hearing on the petition will be a public hearing and all persons for or against the proposed annexation may be heard. **The hearing will be held in the Purdy Building Boardroom, 125 W. Lincoln Street, Caro, MI**, on the ___ day of _____ 2023, at ___ A.M., EST.

Dates: _____, _____ 2023

Jody Fetting
Clerk of the Tuscola County

Clayette Zechmeister
Administrator, Tuscola Board of
Commissioners

Nanette Walsh

Village Clerk
Village of Cass City, Tuscola
County, Michigan

PETITION

Village of Cass City, Michigan

The Village Council of the Village of Cass City, Tuscola County, Michigan, having heretofore adopted a resolution determining the desirability of annexing to the Village of Cass City, Tuscola County, Michigan, all of the following described lands located in the Township of Elkland, Tuscola County, to-wit:

A parcel of land being in and a part of the East half of the Southeast quarter of Section 33, Town 14 North, Range 11 East, described as commencing at the South quarter corner of said Section 33; thence North 01 degrees 52 minutes 31 seconds West along the North-South quarter line of said Section 33, 659.88 feet to the point of beginning; thence South 87 degrees 24 minutes 18 seconds West parallel with the South line of said Section 33, 394.96 feet; thence South 87 degrees 30 minutes 41 seconds West 262.42 feet measured, (262.80 recorded); thence North 01 degrees 49 minutes 53 seconds West along the previously established West one eighth line of said Section 33, 660.58 measured, (660.51 recorded); thence North 87 degrees 37 minutes 27 seconds East along the South one eighth line of said Section 33, 656.85 feet measured, (657.37 recorded); thence South 01 degrees 52 minutes 31 seconds East along the said North South quarter line 194.93 feet; thence South 88 degrees 07 minutes 29 seconds West 176.00 feet; thence South 01 degrees 52 minutes 31 seconds East parallel with the said North South quarter line 180.00 feet; thence South 88 degrees 07 minutes 29 seconds West 50.50 feet; thence South 01 degrees 52 minutes 31 seconds East parallel with the said North South quarter line 220.47 feet; thence North 87 degrees 24 minutes 18 seconds East parallel with the South line of said Section 33, 226.52 feet; thence South 01 degrees 52 minutes 31 seconds East along the said North South quarter line 66.00 feet to the point of beginning.

and more particularly described on attached Exhibit "1" which is incorporated by reference.

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pursuant to Section 6, Chapter 14, Act 3 of 1895 of the Public Acts of the State of Michigan (MCL 74.6; MSA 5.1470) petitions the Board of Commissioners, Tuscola County, Michigan, to order the annexation in accordance with the resolution and this petition. A copy of the resolution is attached and made a part hereof.

The reasons for the annexation are fully set forth in the resolution of the Village Council of the Village of Cass City, Tuscola County, Michigan, attached hereto. The annexation is necessary to promote the business and economic development of the Village of Cass City.

Petitioner prays that the Board of Commissioners set a date for the hearing of this petition and that on the date of the hearing of the petition, the Board of Commissioners order and determine that the annexation, as proposed, be approved and that the lands above described be annexed and be incorporated within the corporate limits of the Village of Cass City, Tuscola County, Michigan.

Signed at Cass City, Michigan, this _____ day of _____, 2023.

VILLAGE COUNCIL OF THE VILLAGE OF CASS CITY

Village President

Village Clerk

ORDER AND DETERMINATION BY THE TUSCOLA COUNTY BOARD OF
COMMISSIONERS
TO ANNEX CERTAIN LANDS TO THE
VILLAGE OF CASS CITY, MICHIGAN

WHEREAS, the Village Council of the Village of Cass City, Michigan has, by resolution, determined to petition the Board of Commissioners of Tuscola County to annex certain lands as described and also as described in said petition and resolution, to the Village of Cass City, Michigan, and

WHEREAS, the petition and resolution give as a reason for said proposed annexation that it is necessary to promote the business economy and development of the Village of Cass City, and

WHEREAS, the resolution as presented was duly signed by the President and the Clerk of the Village of
Cass City, and

WHEREAS, notice of the hearing to be held by the Tuscola County Board of Commissioners on the question of such proposed annexation was published or posted as required by the statute, as appears by the affidavit of Nanette Walsh, Village Clerk, in the files of this matter, and

WHEREAS, the notice also contained a description of the premises to be annexed, and

WHEREAS, all persons interested have been given an opportunity to be heard at a public meeting of the
Tuscola County Board of Commissioners, and

WHEREAS, all proceedings pursuant to Section 6, Chapter 14, of Act 3 of the Public Acts of 1895 of the State of Michigan (MCL 74.6; MSA 5.1470), have been complied with,

NOW, THEREFORE, It is ordered and determined that the following described lands in the Township of

Elkland, Tuscola County, Michigan:

A parcel of land being in and a part of the East half of the Southeast quarter of Section 33, Town 14 North, Range 11 East, described as commencing at the South quarter corner of said Section 33; thence North 01 degrees 52 minutes 31 seconds West along the North-South quarter line of said Section 33, 659.88 feet to the point of beginning; thence South 87 degrees 24 minutes 18 seconds West parallel with the South line of said Section 33, 394.96 feet; thence South 87 degrees 30 minutes 41 seconds West 262.42 feet measured, (262.80 recorded); thence North 01 degrees 49 minutes 53 seconds West along the previously established West one eighth line of said Section 33, 660.58 measured, (660.51 recorded); thence North 87 degrees 37 minutes 27 seconds East along the South one eighth line of said Section 33, 656.85 feet measured, (657.37 recorded); thence South 01 degrees 52 minutes 31 seconds East along the said North South quarter line 194.93 feet; thence South 88 degrees 07 minutes 29 seconds West 176.00 feet; thence South 01 degrees 52 minutes 31 seconds East parallel with the said North South quarter line 180.00 feet; thence South 88 degrees 07 minutes 29 seconds West 50.50 feet; thence South 01 degrees 52 minutes 31 seconds East parallel with the said North South quarter line 220.47 feet; thence North 87 degrees 24 minutes 18 seconds East parallel with the South

line of said Section 33, 226.52 feet; thence South 01 degrees 52 minutes 31 seconds East along the said North South quarter line 66.00 feet to the point of beginning.

and more particularly described on attached Exhibit "1" which is incorporated by reference.

Tax ID: 007-033-000-3900-01; and known at V/L Doerr Road, Cass City, MI 48726

are hereby annexed to the Village of Cass City, Tuscola County, Michigan, and the lands shall be considered to be included within the corporate limits of said Village.

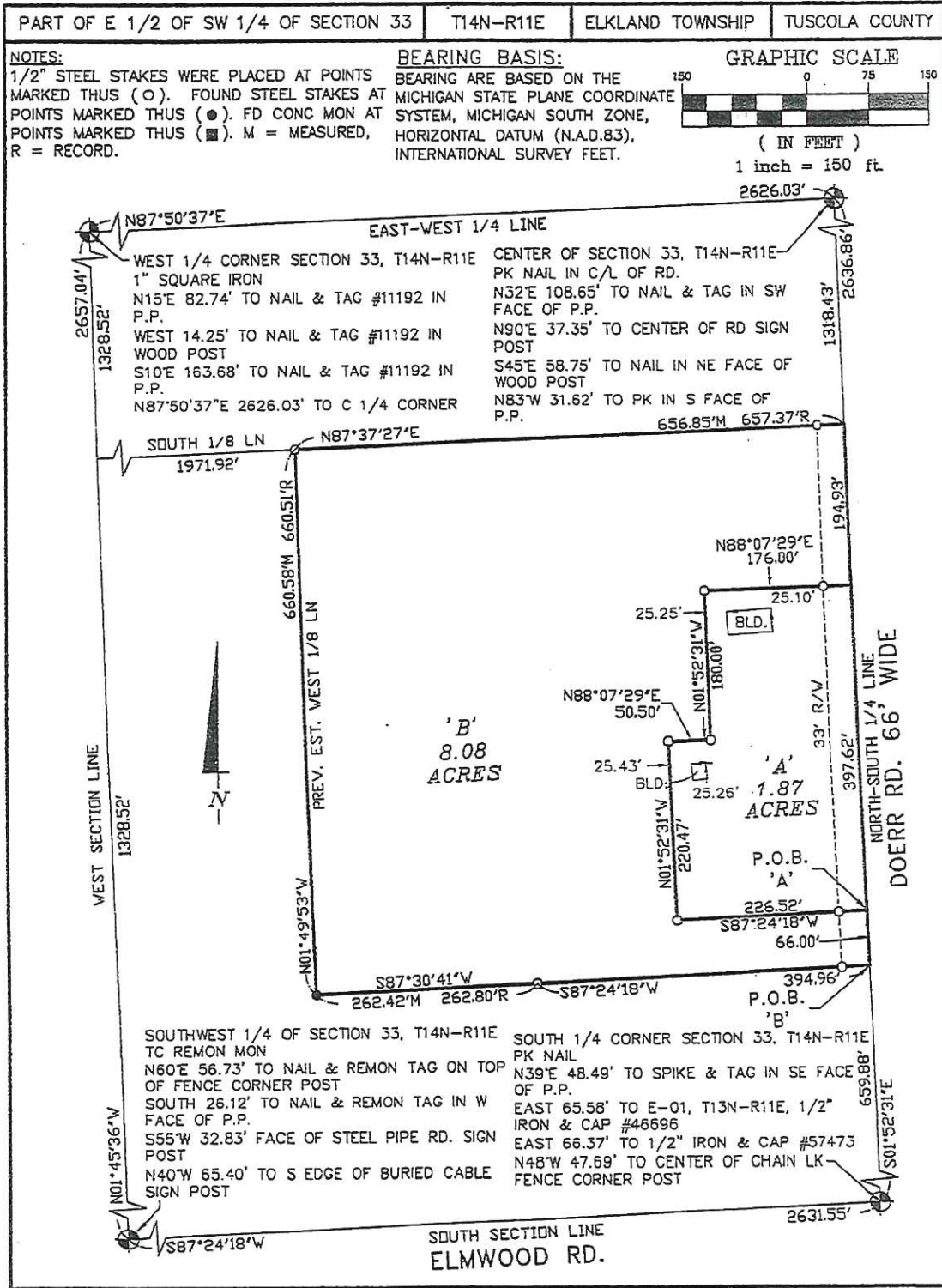
IT IS FURTHER ORDERED that a copy of this Order and Determination to annex territory to the Village of Cass City, Michigan, shall be entered on the records of the Tuscola County Board of Commissioners and that a certified copy of this Order and Determination shall be transmitted by the Clerk of the Tuscola County Board of Commissioners to the Clerk of the Village of Cass City and to the Secretary of State, State of Michigan. This Order and Determination shall be prima facie evidence of the change of boundaries of the Village of Cass City and of the regularity to such proceedings.



Clerk of the Tuscola County

CERTIFICATE OF SURVEY

CLIENT: KELLY & CO. REALTY
 STREET: 6451 MAIN ST.
 CITY: CASS CITY, MI 48726

Exhibit 1



 <p>CASE SURVEYING 115 W. HURON AVE. BAD AXE, MICHIGAN 48413 PHONE 989 269-9142 FAX 989 269-7712</p>	<p>I HEREBY CERTIFY that I have surveyed and mapped the above or attached described parcel(s) of land, that the relative positional precision of each corner is within the limits accepted by the practice of professional surveying; and that the survey is in full compliance with Section No. 3, Act 132, P.A. 1970, as amended by 1992 P.A. 183 and 2018 P.A. 193.</p>	

CERTIFICATE OF SURVEY

CLIENT: KELLY & CO. REALTY
 STREET: 6451 MAIN ST.
 CITY: CASS CITY, MI 48726

Exhibit 1


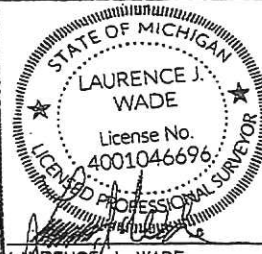
PART OF E 1/2 OF SW 1/4 OF SECTION 33	T14N-R11E	ELKLAND TOWNSHIP	TUSCOLA COUNTY
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DESCRIPTION FOR PARCEL 'A' SURVEYED:

A PARCEL OF LAND BEING IN AND A PART OF THE EAST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 33, T14N-R11E, ELKLAND TOWNSHIP, TUSCOLA COUNTY, MICHIGAN, DESCRIBED AS: COMMENCING AT THE SOUTH 1/4 CORNER OF SAID SECTION 33, THENCE N01°52'31"W ALONG THE NORTH-SOUTH 1/4 LINE OF SAID SECTION 33, 725.88 FEET TO THE POINT OF BEGINNING; THENCE S87°24'18"W PARALLEL WITH THE SOUTH LINE OF SAID SECTION 33, 226.52 FEET; THENCE N01°52'31"W PARALLEL WITH THE SAID NORTH-SOUTH 1/4 LINE 220.47 FEET; THENCE N88°07'29"E 50.50 FEET; THENCE N01°52'31"W PARALLEL WITH THE SAID NORTH-SOUTH 1/4 LINE 180.00 FEET; THENCE N88°07'29"E 176.00 FEET; THENCE S01°52'31"E ALONG THE SAID NORTH-SOUTH 1/4 LINE 397.62 FEET TO THE POINT OF BEGINNING. THIS PARCEL CONTAINS 1.87 ACRES OF LAND. SUBJECT TO EASEMENTS, RESTRICTIONS, AND RIGHTS OF WAY OF RECORD.

DESCRIPTION FOR PARCEL 'B' SURVEYED:

A PARCEL OF LAND BEING IN AND A PART OF THE EAST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 33, T14N-R11E, ELKLAND TOWNSHIP, TUSCOLA COUNTY, MICHIGAN, DESCRIBED AS: COMMENCING AT THE SOUTH 1/4 CORNER OF SAID SECTION 33, THENCE N01°52'31"W ALONG THE NORTH-SOUTH 1/4 LINE OF SAID SECTION 33, 659.88 FEET TO THE POINT OF BEGINNING; THENCE S87°24'18"W PARALLEL WITH THE SOUTH LINE OF SAID SECTION 33, 394.96 FEET; THENCE S87°30'41"W 262.42'M, (262.80'R); THENCE N01°49'53"W ALONG THE PREVIOUSLY ESTABLISHED WEST 1/8 LINE OF SAID SECTION 33, 660.58'M, (660.51'R); THENCE N87°37'27"E ALONG THE SOUTH 1/8 LINE OF SAID SECTION 33, 656.85'M, (657.37'R); THENCE S01°52'31"E ALONG THE SAID NORTH-SOUTH 1/4 LINE 194.93 FEET; THENCE S88°07'29"W 176.00 FEET; THENCE S01°52'31"E PARALLEL WITH THE SAID NORTH-SOUTH 1/4 LINE 180.00 FEET; THENCE S88°07'29"W 50.50 FEET; THENCE S01°52'31"E PARALLEL WITH THE SAID NORTH-SOUTH 1/4 LINE 220.47 FEET; THENCE N87°24'18"E PARALLEL WITH THE SOUTH LINE OF SAID SECTION 33, 226.52 FEET; THENCE S01°52'31"E ALONG THE SAID NORTH-SOUTH 1/4 LINE 66.00 FEET TO THE POINT OF BEGINNING. THIS PARCEL CONTAINS 8.08 ACRES OF LAND. SUBJECT TO EASEMENTS, RESTRICTIONS, AND RIGHTS OF WAY OF RECORD.

	 <p>CASE SURVEYING 115 W. HURON AVE. BAD AXE, MICHIGAN 48413 PHONE 989 269-9142 FAX 989 269-7712</p>				
	<p>I HEREBY CERTIFY that I have surveyed and mapped the above or attached described parcel(s) of land, that the relative positional precision of each corner is within the limits accepted by the practice of professional surveying; and that the survey is in full compliance with Section No. 3, Act 132, P.A. 1970, as amended by 1992 P.A. 183 and 2018 P.A. 193.</p>				
Drawn By: LJW	Check By: LW	Date: 12-22-2022	Job No: 13152	Scale: N/A	LAURENCE J. WADE P.S.# 46696

PERFORMANCE RESOLUTION FOR MUNICIPALITIES

This Performance Resolution (Resolution) is required by the Michigan Department of Transportation for purposes of issuing to a Municipality an "Individual Permit for Use of State Highway Right of Way", and/or an "Annual Application and Permit for Miscellaneous Operations within State Highway Right of Way".

RESOLVED WHEREAS, the _____ Village of Cass City
(County, City, Village, Township, etc.)

hereinafter referred to as the "MUNICIPALITY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utilities or other facilities, or to conduct other activities, on, over, and under State Highway Right of Way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the MUNICIPALITY agrees that:

1. Each party to this *Resolution* shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this *Resolution*, as provided by law. This *Resolution* is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.
2. If any of the work performed for the MUNICIPALITY is performed by a contractor, the MUNICIPALITY shall require its contractor to hold harmless, indemnify and defend in litigation, the State of Michigan, the DEPARTMENT and their agents and employee's, against any claims for damages to public or private property and for injuries to person arising out of the performance of the work, except for claims that result from the sole negligence or willful acts of the DEPARTMENT, until the contractor achieves final acceptance of the MUNICIPALITY Failure of the MUNICIPALITY to require its contractor to indemnify the DEPARTMENT, as set forth above, shall be considered a breach of its duties to the DEPARTMENT.
3. Any work performed for the MUNICIPALITY by a contractor or subcontractor will be solely as a contractor for the MUNICIPALITY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the MUNICIPALITY, or their subcontractors or any other person not a party to the PERMIT without the DEPARTMENT'S specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the MUNICIPALITY.
4. The MUNICIPALITY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.
5. The MUNICIPALITY will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the MUNICIPALITY'S facilities according to a PERMIT issued by the DEPARTMENT.

- 6. With respect to any activities authorized by a PERMIT, when the MUNICIPALITY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.
- 7. The incorporation by the DEPARTMENT of this *Resolution* as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.
- 8. This *Resolution* shall continue in force from this date until cancelled by the MUNICIPALITY or the DEPARTMENT with no less than thirty (30) days prior written notice provided to the other party. It will not be cancelled or otherwise terminated by the MUNICIPALITY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the MUNICIPALITY.

Title and/or Name:

Village Manager

Village Clerk

DPW Supervisor

Chief of Police

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by

the Village of Cass City Council
(Name of Board, etc.)

of the Village of Cass City of Tuscola
(Name of MUNICIPALITY) (County)

at a Regular Village of Cass City Council meeting held on the 30th day
of January A.D. 2023.

Nanette Walsh
Signed

Clerk/Treasurer

Title

Nanette Walsh

Print Signed Name



4675 HILL STREET
CASS CITY, MI 48726



(989) 872-2121
WWW.HDHLTH.ORG

January 13, 2023

Dear Stakeholder:

Happy New Year! I hope this communication finds you well and you are off to a great start in 2023. To recap for all stakeholders, on November 10, 2022, Hills and Dales hosted a "Transportation Summit" with the purpose of better understanding and then looking for solutions to the perceived and real lack of transportation within the greater Tuscola County Area. For those of you that were in attendance, thank you again for your time and interest.

Based upon the feedback received from our transportation expert Traci Tribley (as shared with you in December 2022), it is apparent that any sustainable transportation solution will require funding either in part from either municipalities or via a dedicated millage for transportation. While Hills and Dales is committed to being "part" of the solution, we cannot take the "lead" in such an endeavor.

As many of you know, there is a process and expense to successfully getting both a tax question on the ballot and funding a political action committee, as well as running a successful marketing campaign. While not to discourage this initiative, the process is not for the "faint of heart," so to speak.

Internal to Hills and Dales, we are currently conducting a survey of our patients to better quantify the transportation problem around healthcare. We are conducting this survey during the remainder of January and February.

The question now comes if there is any one entity, taxing authority or group that will commit to being the lead should this group desire to continue forward to find a sustainable transportation solution for Tuscola County. As you carefully consider this question, we will wait to hear back from any the stakeholders who attended the event in November to see if we have a lead organization or group to move this idea forward.

Best wishes,

A handwritten signature in black ink, appearing to read "Andrew J. Daniels", with a long, sweeping underline.

Andrew J. Daniels
President & CEO
Hills and Dales Healthcare
989-912-6328

January 23, 2023

Village of Cass City
6506 Main Street
PO Box 123
Cass City, MI 48726

To the Village of Cass City Board:

I received your letter dated 1-17-23 in the mail in regards to the Ordinance for Rental Registration & Inspection. I was part of the original committee that Mr. Cristiano had formed due to the situation the village had with Mr. Armstead, there was a policy adopted at that time. When the original ordinance was being worked on we tried to keep fees low & the landlords were going to do self-inspections in order to keep costs down. In doing so, the landlord would sign as complete & be responsible for their actions. I complied & completed the required paperwork. I currently own three properties within the village. I would like to give you a brief listing & comment about each of them to start out with:

1. Property located at 6646 Church Street. This property is currently vacant, the prior tenant just purchased a home & the property is going to be listed for sale in the next couple of weeks. This property WILL NOT BE RENTED it will be SOLD.
2. Property located at 6657 Garfield Ave. This property has been listed for sale since the November of 2022. The current tenants are in the process of purchasing a home, this property WILL NOT BE RENTED AGAIN it will be SOLD.
3. Property located at 4244 Sherman Street. The current tenant living in this home is in the process of purchasing this home thru an FHA loan.

You are making it so no one wants to be a landlord within the Village of Cass City, so much for the small-town feeling. If you are trying to make this a community people want to move too, it is not going to work with not having any homes to rent. I know that there are other landlords other than just myself selling rental homes due to this new policy. A few landlords are also concerned because NONE

of the neighboring "VILLAGES" have rental ordinances. We are not a metropolis, almost everyone knows everyone in this town.

I feel that the village is singling out the landlords. There are homeowners' properties located within the Village of Cass City that are in worse condition than any of the properties that I own. There is a home located on North Seeger Street that burned to the ground, then a few years later, after a new home was constructed, another fire broke out. I was told one of your concerns was rental houses not being up to code. I would assume the new constructed home that had the fire was inspected, fires happen. The landlords of Cass City have done a great job throughout the years giving the opportunity to those who cannot afford or choose not to purchase a home.

I was also informed that the village contracted a firm to inspect the rental homes. That sounds like a money-making deal for the inspection firm you are hiring. We are not making a huge profit renting. You are FORCING landlords to sell their rentals, I'm in the process, thank-you.

Also, why were we not informed that the new rental policy was being put into place, we just received notice that it is in place. I believe that I came to a meeting when the Village had first talked about implementing a new policy on rental inspections. I believe at that time the communication lines were opened. You know who the landlords are, why was there not a committee formed to voice our opinion, there are two sides to every story. Was there a public hearing held prior to approving this new policy? We feel we are being picked on & it is not right.

Sincerely,

Deborah McClorey

Village of Cass City

Financial Statements

Month Ending 1/31/23

8.33% of Fiscal Year

PERIOD ENDING 01/31/2023

% Fiscal Year Completed: 8.49

User: NAN

DB: Cass City

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/23 INCR (DECR)	YTD BALANCE 01/31/2023 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% B DGT USED
Fund 101 - GENERAL FUND							
101-000-402.000	REAL PROPERTY TAXES	599,062.00	0.00	0.00	0.00	599,062.00	0.00
101-000-404.000	REAL PROPERTY TX-PA359 (PROMOTIONS)	32,823.00	0.00	0.00	0.00	32,823.00	0.00
101-000-410.000	PERSONAL PROPERTY TAXES	74,053.00	0.00	0.00	0.00	74,053.00	0.00
101-000-418.000	PER PROP TAX-PA 359 (PROMOTIONS)	4,058.00	0.00	0.00	0.00	4,058.00	0.00
101-000-445.000	PENALTIES & INTEREST TAXES	144.00	0.00	0.00	0.00	144.00	0.00
101-000-447.000	COLLECTION FEES TAXES	9,758.00	0.00	0.00	0.00	9,758.00	0.00
101-000-451.000	LIQUOR LICENSE FEES	2,030.00	0.00	0.00	0.00	2,030.00	0.00
101-000-543.000	STATE GRANT-PA 302 FUNDS	900.00	0.00	0.00	0.00	900.00	0.00
101-000-573.000	LOCAL COMM STABILIZATION SHARE (LCAS)	161,781.00	0.00	0.00	0.00	161,781.00	0.00
101-000-574.000	STATE SHARED REVENUE	298,000.00	0.00	0.00	0.00	298,000.00	0.00
101-000-575.000	STATE SHARED REV, EVIP	56,052.00	0.00	0.00	0.00	56,052.00	0.00
101-000-581.000	REVENUES, CCPS: SCHOOL.RESOURCE.OFFICER	65,500.00	3,389.88	3,389.88	0.00	62,110.12	5.18
101-000-584.000	RESTITUTION FUNDS, CCPD	100.00	0.00	0.00	0.00	100.00	0.00
101-000-607.000	CABLE FRANCHISE FEES	35,000.00	0.00	0.00	0.00	35,000.00	0.00
101-000-608.000	ZONING PERMIT FEES	3,000.00	120.00	120.00	0.00	2,880.00	4.00
101-000-609.000	RENTAL REGISTRATION FEES	0.00	35.00	35.00	0.00	(35.00)	100.00
101-000-625.000	MISCELLANEOUS REVENUES	2,600.00	25.50	25.50	0.00	2,574.50	0.98
101-000-640.000	REFUSE FEES	165,980.00	12,509.13	12,509.13	0.00	153,470.87	7.54
101-000-651.000	SWIMMING FEES	48,000.00	0.00	0.00	0.00	48,000.00	0.00
101-000-652.000	ARTS / CRAFTS FEES	10,000.00	0.00	0.00	0.00	10,000.00	0.00
101-000-653.000	OTHER RECREATION FEES	2,700.00	470.00	470.00	0.00	2,230.00	17.41
101-000-655.000	ORDINANCE FINES	1,000.00	394.30	394.30	0.00	605.70	39.43
101-000-662.000	REFUSE PENALTIES	3,348.00	259.92	259.92	0.00	3,088.08	7.76
101-000-664.000	INTEREST & DIVIDENDS	7,500.00	551.38	551.38	0.00	6,948.62	7.35
101-000-671.000	MISCELLANEOUS REIMBURSEMENT	4,500.00	120.00	120.00	0.00	4,380.00	2.67
101-000-674.000	POOL DONATIONS/SPONSORSHIPS	150.00	0.00	0.00	0.00	150.00	0.00
101-000-675.000	DONATIONS FROM PUBLIC & PRIVATE	5,000.00	0.00	0.00	0.00	5,000.00	0.00
101-000-676.000	DOG PARK DONATIONS	5,000.00	750.00	750.00	0.00	4,250.00	15.00
101-000-678.000	DONATIONS, MUSIC IN THE PARK	2,500.00	0.00	0.00	0.00	2,500.00	0.00
101-000-699.000	TRANSFER IN, ADMIN CHR	193,967.00	0.00	0.00	0.00	193,967.00	0.00
101-000-699.100	TRANSFER IN FROM FUND BALANCE	120,000.00	0.00	0.00	0.00	120,000.00	0.00
101-000-699.200	TRANSFER IN FROM FB, POLICE	2,000.00	0.00	0.00	0.00	2,000.00	0.00

Fund 101 - GENERAL FUND:

TOTAL REVENUES

1,916,506.00

18,625.11

18,625.11

0.00

1,897,880.89

0.97

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/23 INCR (DECR)	YTD BALANCE 01/31/2023 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDTG USED
Fund 101 - GENERAL FUND							
101 - COUNCIL		7,500.00	0.00	0.00	0.00	7,500.00	0.00
172 - ADMINISTRATIVE		162,133.00	12,884.95	12,884.95	1,367.10	147,880.95	8.79
215 - CLERK STAFF		189,076.00	15,252.09	15,252.09	0.00	173,823.91	8.07
223 - FINANCE		23,300.00	0.00	0.00	0.00	23,300.00	0.00
261 - GENERAL GOVERNMENT		132,037.00	29,087.79	29,087.79	0.00	102,949.21	22.03
262 - ELECTIONS		100.00	0.00	0.00	0.00	100.00	0.00
265 - BUILDINGS & GROUNDS		35,193.00	1,778.68	1,778.68	0.00	33,414.32	5.05
291 - COMMUNITY PROMOTION (PA 359)		56,350.00	835.48	835.48	3,456.00	52,058.52	7.62
301 - POLICE DEPARTMENT		624,359.00	60,001.78	60,001.78	0.00	564,357.22	9.61
315 - CRIME & SAFETY		13,000.00	0.00	0.00	0.00	13,000.00	0.00
403 - MISC GOVERNMENT		10,000.00	0.00	0.00	0.00	10,000.00	0.00
441 - PUBLIC WORKS		24,080.00	0.00	0.00	0.00	24,080.00	0.00
520 - SOLID WASTE DISPOSAL		165,980.00	12,845.70	12,845.70	0.00	153,134.30	7.74
722 - PLANNING AND ZONING		68,063.00	639.79	639.79	0.00	67,423.21	0.94
752 - SWIMMING POOL		154,013.00	51.47	51.47	4,440.00	149,521.53	2.92
754 - PARKS DEPARTMENT		233,692.00	3,617.30	3,617.30	2,150.00	227,924.70	2.47
758 - RECREATION / DAYCAMP		17,488.00	0.00	0.00	0.00	17,488.00	0.00
Fund 101 - GENERAL FUND:		1,916,364.00	136,995.03	136,995.03	11,413.10	1,767,955.87	7.74
TOTAL EXPENDITURES							

ACTIVITY FOR
MONTH 01/31/23
INCR (DECR)

YTD BALANCE
01/31/2023
NORM (ABNORM)

ENCUMBERED
YEAR-TO-DATE

UNENCUMBERED
BALANCE

% BDGT
USED

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/23 INCR (DECR)	YTD BALANCE 01/31/2023 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED
Fund 202 - MAJOR STREET							
202-000-402.000	MJ ST REAL PROPERTY TAXES	24,810.00	0.00	0.00	0.00	24,810.00	0.00
202-000-410.000	MJ ST PERSONAL PROPERTY TAXES	2,934.00	0.00	0.00	0.00	2,934.00	0.00
202-000-553.000	MJ ST GAS & WEIGHT	276,199.00	0.00	0.00	0.00	276,199.00	0.00
202-000-573.000	LOCAL COMM STABILIZATION SHARE (LCAS)	5,662.00	0.00	0.00	0.00	5,662.00	0.00
202-000-607.000	PA 48 METRO ACT, TELECOM RT OF WAY	13,165.00	0.00	0.00	0.00	13,165.00	0.00
202-000-664.000	INTEREST & DIVIDENDS	3,000.00	68.76	68.76	0.00	2,931.24	2.29
202-000-671.000	MJ ST MISC. REIMBURSEMENT	6,545.00	0.00	0.00	0.00	6,545.00	0.00
202-000-676.000	TRUNK LINE MAINTENANCE CONTRACT	48,148.00	0.00	0.00	0.00	48,148.00	0.00
202-000-690.000	MJ ST 1.5 MILLS CO. BRIDGE TAX	31,386.00	0.00	0.00	0.00	31,386.00	0.00

Fund 202 - MAJOR STREET:

TOTAL REVENUES

411,849.00 68.76 68.76 0.00 411,780.24 0.02

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/23 INCR (DECR)	YTD BALANCE 01/31/2023 (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BGT USED
Fund 202 - MAJOR STREET							
463 - STREET MAINTENANCE		91,785.00	3,795.67	3,795.67	0.00	87,989.33	4.14
470 - R. O. W. MAINTENANCE		12,475.00	0.00	0.00	0.00	12,475.00	0.00
474 - SIGNS		7,834.00	0.00	0.00	0.00	7,834.00	0.00
478 - SNOW		99,158.00	428.37	428.37	0.00	98,729.63	0.43
486 - TRUNKLINE MAINTENANCE		2,327.00	0.00	0.00	0.00	2,327.00	0.00
488 - TRUNKLINE SWEEPING/FLUSHING		11,294.00	519.39	519.39	0.00	10,774.61	4.60
493 - STATE MONUMENT PROPERTY T.L.		1,223.00	0.00	0.00	0.00	1,223.00	0.00
494 - TRUNKLINE UTILITIES		11,483.00	0.00	0.00	0.00	11,483.00	0.00
497 - TRUNKLINE SNOW REMOVAL		37,064.00	2,385.74	2,385.74	0.00	34,678.26	6.44
502 - TRUNKLINE FRINGE BENEFITS		8,191.00	557.56	557.56	0.00	7,633.44	6.81
- 25 -							
Fund 202 - MAJOR STREET:							
TOTAL EXPENDITURES		282,834.00	7,686.73	7,686.73	0.00	275,147.27	2.72

YTD BALANCE
01/31/2023

ACTIVITY FOR
MONTH 01/31/23

2023
AMENDED BUDGET

DESCRIPTION

ENCUMBERED
YEAR-TO-DATE

UNENCUMBERED
BALANCE

% BDGT
USED

Fund 203 - LOCAL STREET

203-000-402.000	REAL PROPERTY TAXES	213,249.00	0.00	0.00	213,249.00	0.00
203-000-410.000	PERSONAL PROPERTY TAXES	26,405.00	0.00	0.00	26,405.00	0.00
203-000-553.000	GAS & WEIGHT	108,786.00	0.00	0.00	108,786.00	0.00
203-000-573.000	LOCAL COMM STABILIZATION SHARE (LCRS)	51,012.00	0.00	0.00	51,012.00	0.00
203-000-664.000	INTEREST & DIVIDENDS	3,000.00	322.00	0.00	2,678.00	10.73
203-000-671.000	MISC REIMBURSEMENTS	2,545.00	0.00	0.00	2,545.00	0.00
203-000-690.000	1.5 MILLS CO. BRIDGE TAX	42,921.00	0.00	0.00	42,921.00	0.00

Fund 203 - LOCAL STREET:

TOTAL REVENUES		447,918.00	322.00	0.00	447,596.00	0.07
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EXPENDITURE REPORT
 PERIOD ENDING 01/31/2023
 % Fiscal Year Completed: 8.49

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/23 INCR (DECR)	YTD BALANCE 01/31/2023 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDTG USED
Fund 203 - LOCAL STREET							
463 - STREET MAINTENANCE		241,908.00	12,098.29	12,098.29	0.00	229,809.71	5.00
470 - R. O. W. MAINTENANCE		16,960.00	0.00	0.00	0.00	16,960.00	0.00
474 - SIGNS		9,761.00	0.00	0.00	0.00	9,761.00	0.00
478 - SNOW		63,393.00	428.40	428.40	0.00	62,964.60	0.68
494 - TRUNKLINE UTILITIES		83,410.00	0.00	0.00	0.00	83,410.00	0.00

Fund 203 - LOCAL STREET:

TOTAL EXPENDITURES 415,432.00 12,526.69 12,526.69 0.00 402,905.31 3.02

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/23 INCR (DECR)	YTD BALANCE 01/31/2023 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED
Fund 244 - ECONOMIC DEVELOPMENT							
244-000-664.000	INTEREST & DIVIDENDS	312.00	15.56	15.56	0.00	296.44	4.99
244-000-691.000	APPROPRIATION FROM FUND BALANCE	525.00	0.00	0.00	0.00	525.00	0.00
<hr/>							
Fund 244 - ECONOMIC DEVELOPMENT:							
TOTAL REVENUES		837.00	15.56	15.56	0.00	821.44	1.86

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	MONTH 01/31/23 INCR (DECR)	ACTIVITY FOR	YTD BALANCE	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDTG USED
				MONTH 01/31/23	01/31/2023			
					NORM (ABNORM)			
Fund 244 - ECONOMIC DEVELOPMENT								
001 - ADMINISTRATION		837.00	0.00		0.00	0.00	837.00	0.00

Fund 244 - ECONOMIC DEVELOPMENT:

TOTAL EXPENDITURES

837.00 0.00 0.00 0.00 837.00 0.00

YTD BALANCE
01/31/2023

ACTIVITY FOR
MONTH 01/31/23

2023

AMENDED BUDGET INCR (DECR) NORM (ABNORM) ENCUMBERED YEAR-TO-DATE UNENCUMBERED BALANCE % BDT USED

GL NUMBER	DESCRIPTION	AMENDED BUDGET	INCR (DECR)	NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDT USED
Fund 248 - D.D.A.							
248-000-402.000	CAPTURED TAXES	14,815.00	0.00	0.00	0.00	14,815.00	0.00
248-000-403.000	CAPTURE TOWNSHIP TAXES	3,103.00	0.00	0.00	0.00	3,103.00	0.00
248-000-404.000	CAPTURE COUNTY TAXES	7,100.00	0.00	0.00	0.00	7,100.00	0.00
248-000-625.000	MISC FEES	260.00	0.00	0.00	0.00	260.00	0.00
248-000-664.000	INTEREST & DIVIDENDS	350.00	10.93	10.93	0.00	339.07	3.12
248-000-691.000	TRANSFER FROM GENERAL FUND	10,000.00	0.00	0.00	0.00	10,000.00	0.00

Fund 248 - D.D.A.:

TOTAL REVENUES 35,628.00 10.93 10.93 0.00 35,617.07 0.03

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/23 INCR (DECR)	YTD BALANCE 01/31/2023 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BGT USED
Fund 248 - D.D.A.							
001 - ADMINISTRATION		21,721.00	1,100.00	1,100.00	0.00	20,621.00	5.06
005 - THORP PROPERTY		4,182.00	0.00	0.00	0.00	4,182.00	0.00
008 - DDA DEBT SERVICE		9,521.00	0.00	0.00	0.00	9,521.00	0.00
Fund 248 - D.D.A.:							
TOTAL EXPENDITURES		35,424.00	1,100.00	1,100.00	0.00	34,324.00	3.11

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/23	YTD BALANCE 01/31/2023	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDTG USED
Fund 408 - WATER RECREATION FUND							
408-000-664.000	INTEREST & DIVIDENDS	100.00	0.00	0.00	0.00	100.00	0.00
408-000-675.000	DONATIONS, SPLASH PARK PROJECT	500.00	0.00	0.00	0.00	500.00	0.00

Fund 408 - WATER RECREATION FUND:

TOTAL REVENUES

600.00	0.00	0.00	0.00	600.00	0.00
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GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/23 INCR (DECR)	YTD BALANCE 01/31/2023 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDT USED

Fund 408 - WATER RECREATION FUND
 001 - ADMINISTRATION

600.00	0.00	0.00	0.00	0.00	600.00	0.00
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Fund 408 - WATER RECREATION FUND:

600.00	0.00	0.00	0.00	0.00	600.00	0.00
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TOTAL EXPENDITURES

YTD BALANCE
01/31/2023

ACTIVITY FOR
MONTH 01/31/23

2023
AMENDED BUDGET

ENCUMBERED
YEAR-TO-DATE

UNENCUMBERED
BALANCE

% BDGT
USED

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/23 INCR (DECR)	YTD BALANCE 01/31/2023 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED
Fund 590 - WASTEWATER TREATMENT							
590-000-609.000	SEWER MISC REVENUES	27,000.00	980.00	980.00	0.00	26,020.00	3.63
590-000-628.000	SEWER OMR FEES	295,832.00	23,439.54	23,439.54	0.00	272,392.46	7.92
590-000-629.000	SEWER USAGE FEES PER 1K GALLONS	514,937.00	41,554.70	41,554.70	0.00	473,382.30	8.07
590-000-636.000	SEWER CONNECTIONS	1,071.00	0.00	0.00	0.00	1,071.00	0.00
590-000-662.000	SEWER SERVICE PENALTIES	14,461.00	1,148.50	1,148.50	0.00	13,312.50	7.94
590-000-664.000	INTEREST & DIVIDENDS	5,500.00	577.38	577.38	0.00	4,922.62	10.50
590-000-699.000	TRANSFERS FROM FUND BALANCE	38,300.00	0.00	0.00	0.00	38,300.00	0.00

Fund 590 - WASTEWATER TREATMENT:

TOTAL REVENUES		897,101.00	67,700.12	67,700.12	0.00	829,400.88	7.55
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GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/23 INCR (DECR)	YTD BALANCE 01/31/2023 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDT USED
Fund 590 - WASTEWATER TREATMENT							
001 - ADMINISTRATION		228,228.00	10,019.46	10,019.46	0.00	218,208.54	4.39
002 - TREATMENT AND PUMPING		319,104.00	19,114.97	19,114.97	4,844.00	295,145.03	7.51
003 - COLLECTIONS		202,522.00	6,578.31	6,578.31	0.00	195,943.69	3.25
004 - MAINTENANCE		147,166.00	16,554.88	16,554.88	0.00	130,611.12	11.25
Fund 590 - WASTEWATER TREATMENT:							
TOTAL EXPENDITURES		897,020.00	52,267.62	52,267.62	4,844.00	839,908.38	6.37

ACTIVITY FOR
MONTH 01/31/23
INCR (DECR)

YTD BALANCE
01/31/2023
NORM (ABNORM)

ENCUMBERED
YEAR-TO-DATE

UNENCUMBERED
BALANCE

% BDDT
USED

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/23 INCR (DECR)	YTD BALANCE 01/31/2023 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDDT USED
Fund 591 - WATER SYSTEM							
591-000-544.000	STATE GRANT - DWAM	121,660.00	0.00	0.00	0.00	121,660.00	0.00
591-000-628.000	WATER OMR FEES	307,085.00	24,285.07	24,285.07	0.00	282,799.93	7.91
591-000-629.000	WATER USAGE FEES PER 1000 GALLONS	372,765.00	26,644.86	26,644.86	0.00	346,120.14	7.15
591-000-636.000	CONNECTIONS	1,071.00	0.00	0.00	0.00	1,071.00	0.00
591-000-646.000	BULK WATER SALES REVENUE	2,142.00	0.00	0.00	0.00	2,142.00	0.00
591-000-662.000	SERVICE PENALTIES	11,109.00	806.39	806.39	0.00	10,302.61	7.26
591-000-664.000	INTEREST & DIVIDENDS	7,500.00	500.19	500.19	0.00	6,999.81	6.67
591-000-665.000	BUILDING LEASE REVENUES	50,475.00	0.00	0.00	0.00	50,475.00	0.00
591-000-671.000	MISC. REIMBURSEMENTS	6,427.00	25.00	25.00	0.00	6,402.00	0.39

Fund 591 - WATER SYSTEM:

TOTAL REVENUES

880,234.00	52,261.51	52,261.51	0.00	827,972.49	5.94
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GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/23 INCR (DECR)	YTD BALANCE 01/31/2023 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED
Fund 591 - WATER SYSTEM							
001 - ADMINISTRATION		208,765.00	9,872.70	9,872.70	0.00	198,892.30	4.73
002 - TREATMENT AND PUMPING		220,339.00	2,394.87	2,394.87	0.00	217,944.13	1.09
003 - COLLECTIONS		148,278.00	7,797.05	7,797.05	0.00	140,480.95	5.26
004 - MAINTENANCE		19,217.00	0.00	0.00	0.00	19,217.00	0.00
011 - DWAM GRANT		121,660.00	1,387.51	1,387.51	0.00	120,272.49	1.14

Fund 591 - WATER SYSTEM:

TOTAL EXPENDITURES

718,259.00 21,452.13 21,452.13 0.00 696,806.87 2.99

PERIOD ENDING 01/31/2023

% Fiscal Year Completed: 8.49

User: NAN

DB: Cass City

ACTIVITY FOR
MONTH 01/31/23
INCR (DECR)

2023
AMENDED BUDGET

YTD BALANCE
01/31/2023
NORM (ABNORM)

ENCUMBERED
YEAR-TO-DATE

UNENCUMBERED
BALANCE

% BDT
USED

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/23 INCR (DECR)	YTD BALANCE 01/31/2023 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDT USED
Fund 651 - MOTOR VEHICLE & EQUIPMENT							
651-000-654.000	DPW CONTRACTING REVENUES	1,500.00	0.00	0.00	0.00	1,500.00	0.00
651-000-664.000	INTEREST & DIVIDENDS	4,500.00	331.06	331.06	0.00	4,168.94	7.36
651-000-670.000	INTERDEPARTMENT RENTALS	364,513.00	17,919.69	17,919.69	0.00	346,593.31	4.92
651-000-671.000	MISC REIMBURSEMENTS	400.00	0.00	0.00	0.00	400.00	0.00
651-000-699.000	TRANSFER FROM FUND BALANCE	77,530.00	0.00	0.00	0.00	77,530.00	0.00

Fund 651 - MOTOR VEHICLE & EQUIPMENT:

TOTAL REVENUES	448,443.00	18,250.75	18,250.75	0.00	430,192.25	4.07
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TOTAL REVENUES - ALL FUNDS

	5,039,116.00	157,254.74	157,254.74	0.00	4,881,861.26	3.12
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GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/23 INCR (DECR)	YTD BALANCE 01/31/2023 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BGT USED
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Fund 651 - MOTOR VEHICLE & EQUIPMENT							
001 - ADMINISTRATION		448,441.00	7,906.69	7,906.69	3.58	440,530.73	1.76

Fund 651 - MOTOR VEHICLE & EQUIPMENT:							
TOTAL EXPENDITURES		448,441.00	7,906.69	7,906.69	3.58	440,530.73	1.76

TOTAL EXPENDITURES - ALL FUNDS		4,715,211.00	239,934.89	239,934.89	16,260.68	4,459,015.43	5.43
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User: NAN
 DB: Cass City
 PERIOD ENDING 01/31/2023

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/23 INCR (DECR)	YTD BALANCE 01/31/2023 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDDT USED
Fund 101 - GENERAL FUND							
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		1,916,506.00	18,625.11	18,625.11	0.00	1,897,880.89	0.97
TOTAL EXPENDITURES		1,916,364.00	136,995.03	136,995.03	11,413.10	1,767,955.87	7.74
NET OF REVENUES & EXPENDITURES		142.00	(118,369.92)	(118,369.92)	(11,413.10)	129,925.02	
Fund 202 - MAJOR STREET							
Fund 202 - MAJOR STREET:							
TOTAL REVENUES		411,849.00	68.76	68.76	0.00	411,780.24	0.02
TOTAL EXPENDITURES		282,834.00	7,686.73	7,686.73	0.00	275,147.27	2.72
NET OF REVENUES & EXPENDITURES		129,015.00	(7,617.97)	(7,617.97)	0.00	136,632.97	
Fund 203 - LOCAL STREET							
Fund 203 - LOCAL STREET:							
TOTAL REVENUES		447,918.00	322.00	322.00	0.00	447,596.00	0.07
TOTAL EXPENDITURES		415,432.00	12,526.69	12,526.69	0.00	402,905.31	3.02
NET OF REVENUES & EXPENDITURES		32,486.00	(12,204.69)	(12,204.69)	0.00	44,690.69	
Fund 244 - ECONOMIC DEVELOPMENT							
Fund 244 - ECONOMIC DEVELOPMENT:							
TOTAL REVENUES		837.00	15.56	15.56	0.00	821.44	1.86
TOTAL EXPENDITURES		837.00	0.00	0.00	0.00	837.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	15.56	15.56	0.00	(15.56)	
Fund 408 - WATER RECREATION FUND							
Fund 408 - WATER RECREATION FUND:							
TOTAL REVENUES		35,628.00	10.93	10.93	0.00	35,617.07	0.03
TOTAL EXPENDITURES		35,424.00	1,100.00	1,100.00	0.00	34,324.00	3.11
NET OF REVENUES & EXPENDITURES		204.00	(1,089.07)	(1,089.07)	0.00	1,293.07	
Fund 590 - WASTEWATER TREATMENT							
Fund 590 - WASTEWATER TREATMENT:							
TOTAL REVENUES		897,101.00	67,700.12	67,700.12	0.00	829,400.88	7.55
TOTAL EXPENDITURES		897,020.00	52,267.62	52,267.62	4,844.00	839,908.38	6.37
NET OF REVENUES & EXPENDITURES		81.00	15,432.50	15,432.50	(4,844.00)	(10,507.50)	
Fund 591 - WATER SYSTEM							
Fund 591 - WATER SYSTEM:							
TOTAL REVENUES		880,234.00	52,261.51	52,261.51	0.00	827,972.49	5.94
TOTAL EXPENDITURES		718,259.00	21,452.13	21,452.13	0.00	696,806.87	2.99
NET OF REVENUES & EXPENDITURES		161,975.00	30,809.38	30,809.38	0.00	131,165.62	
Fund 651 - MOTOR VEHICLE & EQUIPMENT							
Fund 651 - MOTOR VEHICLE & EQUIPMENT:							
TOTAL REVENUES		448,443.00	18,250.75	18,250.75	0.00	430,192.25	4.07
TOTAL EXPENDITURES		448,441.00	7,906.69	7,906.69	3.58	440,530.73	1.76
NET OF REVENUES & EXPENDITURES		2.00	10,344.06	10,344.06	(3.58)	(10,338.48)	

PERIOD ENDING 01/31/2023

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ACTIVITY FOR		YTD BALANCE 01/31/2023	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDC USED
			MONTH 01/31/23	INCR (DECR)				
		5,039,116.00	157,254.74		157,254.74	0.00	4,881,861.26	3.12
	TOTAL REVENUES - ALL FUNDS	4,715,211.00	239,934.89		239,934.89	16,260.68	4,459,015.43	5.43
	TOTAL EXPENDITURES - ALL FUNDS					(16,260.68)	422,845.83	
	NET OF REVENUES & EXPENDITURES	323,905.00	(82,680.15)		(82,680.15)			

VILLAGE OF CASS CITY

RESOLUTION TO SUBMIT MATCH ON MAIN GRANT REQUEST TO MICHIGAN ECONOMIC DEVELOPMENT CORPORATION FOR EXCELDANCE STUDIO OF ARTS, LLC.

WHEREAS, the Village of Cass City is a certified Redevelopment Ready Community and eligible to apply for the Michigan Economic Development Corporation (MEDC) Match on Main grant program; and

WHEREAS, ExcelDance was the only eligible grant request submitted to the Village of Cass City for the Match on Main Grant; and

WHEREAS, ExcelDance submitted a Match on Main application for an interior project which would install new, energy efficient lighting throughout the building, and drywall the second floor for additional classroom space; and

WHEREAS, ExcelDance has an estimate to replace the lighting in the amount of \$10,500, and an estimate to install new drywall of \$12,000, for a total project cost of \$22,500; and

WHEREAS, ExcelDance commits to funding the 10 percent match for the grant in the amount of \$2,250;

NOW, THEREFORE BE IT RESOLVED, the Village of Cass City will submit a Match on Main grant application to Michigan Development Corporation on behalf of ExcelDance Studio of Arts, LLC, for interior renovations and new energy efficient lighting in the amount of \$22,500.

ROLL CALL:

AYE:

NAY:

ABSENT:

ABSTAIN:

RESOLUTION:



State of Michigan
 Michigan Gaming Control Board
 Millionaire Party Licensing
 3062 W. Grand Blvd, Suite L-700
 Detroit, MI 48202-6062
 Phone: (313) 456-4940
 Fax: (313) 456-3405
 Email: Millionaireparty@michigan.gov
 www.michigan.gov/mgcb

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES

(Required by MCL.432.103(k)(ii))

At a regular meeting of the Village of Cass City council
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by _____ on Monday, February 27, 2023
DATE

at 6 p.m. a.m./p.m. the following resolution was offered:
TIME

Moved by _____ and supported by _____

that the request from Cass City Rotary Foundation of Cass City,
NAME OF ORGANIZATION CITY

county of Tuscola, asking that they be recognized as a nonprofit
COUNTY

organization operating in the community, for the purpose of obtaining charitable gaming licenses, be

considered for Approval.
APPROVAL/DISAPPROVAL

<u>APPROVAL:</u>	Yeas: _____	<u>DISAPPROVAL:</u>	Yeas: _____
	Nays: _____		Nays: _____
	Absent: _____		Absent: _____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and adopted

by the Village of Cass City Council at a regular
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL

meeting held on February 27, 2023.
DATE

SIGNED: _____
TOWNSHIP, CITY, OR VILLAGE CLERK

PRINTED NAME AND TITLE

ADDRESS

Organization Information: 6468 Main St. Suite 2, Cass City, MI 48726
ORGANIZATION'S MAILING ADDRESS, STREET, CITY, ZIP

Alexsandra Pasternak, President
ORGANIZATION'S PRINCIPAL OFFICER NAME AND TITLE

(989) 545-0933
PHONE NUMBER

Cass City Police Department

6506 Main Street

P.O. Box 123

Cass City, Michigan 48726-0123

Phone: (989) 872-2911

Fax: (989) 872-4855

email: cpdfreeman@casscity.org

Date: February 22, 2023
To: Village Council
From: Debbie Powell, Village Manager
Subject: Memorandum of Understanding – School Resource Officer (SRO)

Cass City School District Superintendent Allison Zimba previously approached the Cass City Police Department about the possibility of a full-time School Resource Officer (SRO). This position was contingent on whether the school received funding through a State of Michigan grant.

Based upon that possibility, at the November 16, 2022 Personnel & Public Safety Committee meeting, Chief Freeman requested that if the school received grant funding, that we transition our part-time SRO to full-time status. The Committee agreed with the request.

On January 18, 2023, Superintendent Zimba reached out to us with the great news that she was approved funding for the full-time SRO position for a period of three (3) years.

One of the requirements of the grant is a Memorandum of Understanding (MOU) between the Cass City Police Department and the Cass City School District. Chief Freeman has written a MOU that meets the standards set by the State of Michigan to fulfill that requirement. The MOU is renewed on yearly basis through the life of the grant. Please see the attached copy.

I am requesting that the Council approve this MOU at the next Council meeting on Monday, February 27, 2023.

MOTION: To approve the Memorandum of Understanding with the Cass City School District for a full-time School Resource Officer beginning March 6, 2023 through June 30, 2024.

**School Resource Officer Memorandum of Understanding
Between
Cass City Police Department
and
Cass City Public Schools**

This Memorandum of Understanding (MOU) is entered into on this _____ of _____, 2023 between Cass City Public Schools, with offices located at 4868 Seeger Street, Cass City, Michigan 48726, hereinafter referred to as "CCPS" and the Cass City Police Department, with offices located at 6506 Main Street, Cass City, Michigan 48726, hereinafter referred to as "CCPD".

The CCPS and CCPD mutually agree as follows:

1. The CCPD will provide one (1) School Resource Officers (SR) to carry out the specific duties as outlined in the attached policy, procedures, duties and responsibilities.
2. The CCPS will provide an office for the CCPD on school property. The office will contain a computer and have internet access. The office will also have a door with lock, desk, and file cabinets with locks.
3. This MOU will remain in effect from _____ to _____.
4. The attachment is incorporated by reference and is hereby part of this MOU.

CASS CITY POLICE DEPARTMENT

CASS CITY PUBLIC SCHOOLS

James Freeman, Chief of Police

Allison Zimba, Superintendent

SRO Memorandum of Understanding

A. NUMBER OF OFFICERS

The CCPD will furnish one (1) law enforcement officer, employed by the CCPD, and selected by the Chief of Police to serve as a School Resource Officer (SRO) to CCPS.

B. QUALIFICATIONS

The SRO shall meet the following qualifications:

1. Be a law enforcement officer certified by the State of Michigan.
2. Possess excellent communication skills.
3. Have the ability to relate well to children of all ages.
4. Possess good coordinating and planning skills.

C. GOALS AND OBJECTIVES

1. The goals of the School Resource Officer Program are to assist CCPS in providing a safe learning environment and to improve relationships between law enforcement officers and students. The program also attempts to promote a better understanding of the law enforcement officer's role in society while educating students, parents, and school personnel which will build a better community while also providing a role model in the educational system.

2. Priorities of the SRO:
 - a. To protect students and staff from negative influences and to assist in the maintenance of order in the school.
 - b. To act as an advisor to the school staff in safety matters and violence reduction strategies.
 - c. To facilitate learning in citizenship and related law education. Specialized lectures will be prepared and presented on topics approved by school staff. Students will be provided with information about their rights and responsibilities in the school and community.
 - d. To provide a positive role model to the students and to foster better understanding between the law enforcement community, students and staff.
 - e. To assist students through counseling them in law related matters and to assist them by mediating disputes. Attempts will be made to identify problems with

SRO Memorandum of Understanding

students and guidance will be provided to them in addressing their problems in a non-violent manner.

D. INSTRUCTIONAL RESPONSIBILITY

The SRO will teach law enforcement related topics at the request of the school administration and approved by the Chief of Police. The SRO may present the following topics on a regular basis. This list is not intended to be an all inclusive list of subjects covered by the SRO.

1. Justification for rules of the law;
2. Consequences of crime;
3. Career opportunities in law enforcement;
4. Substance abuse prevention; and/or
5. Violence and crime prevention.

E. SRO EMPLOYER

The SRO shall remain an employee of the CCPD and not an employee of the CCPS. The SRO shall abide by the policies of the CCPS when they are not in conflict with the policies and procedures of the CCPD.

The SRO will work a standard forty (40) hour work week assigned primarily to the High Schools with responsibilities in other schools as needed. The SRO will be assigned to the schools primarily during the school calendar year.

F. ADDITIONAL DUTIES AND RESPONSIBILITIES OF THE SRO:

1. Will develop expertise in presenting various subjects such as understanding the laws, the police officer and the mission of the CCPD.
2. Will encourage individual and small group discussions about law enforcement related matters with students, faculty and parents.
3. The SRO is not a school disciplinarian. The SRO will not become involved in any form of school administered punishment. If the staff of CCPS believes a violation of the law has occurred, they shall contact the SRO who will determine whether law enforcement action is appropriate.
4. Will, whenever possible, attend meetings of the schools, parent and faculty groups to solicit their support and understanding of the School Resource Officer Program and promote awareness of law enforcement functions.
5. Will, whenever possible, be available for conferences with students, parents and faculty members to assist them with issues of a law enforcement or crime prevention nature.

SRO Memorandum of Understanding

6. Will be familiar with the community agencies which offer assistance to students and their families, such as mental health clinics, drug treatment centers, etc.
7. Will, at all times, be armed when working at the school or at school functions.
8. Shall act as an instructor for specialized short-term programs when invited to do so by the superintendent or a person designated by him/her.
9. Shall coordinate his/her activities with the administrative staff and will seek permission, advice, and guidance prior to enacting any program within the school.
10. Will assist the superintendent/principal in developing plans and strategies to prevent and/or minimize dangerous situations which may result from student activity.
11. Should it become necessary to conduct formal police interviews with the students, the SRO shall adhere to CCPS policy, CCPD policy, and legal requirements with regard to such interviews.
12. Shall take law enforcement action as required. As soon as practical, the SRO shall make the superintendent/principal of the school aware of such action. At the superintendents/principals request, the SRO shall take appropriate law enforcement action against intruders and unwanted visitors who may appear at the school and related school functions, to the extent the SRO may do so under the authority of the law.
13. Shall give assistance to other police officers in matters regarding the SROs school assignment whenever necessary.
14. Shall maintain a detailed and accurate record of the operations of the School Resource Officer Program.
15. Will be expected to participate in school functions such as athletic events, dances, PTO programs and other school sponsored events when the staff and the SRO agree his/her attendance is advantageous.

G. RULES AND GUIDELINES

1. The SRO shall adhere to all state and federal laws and the policy/procedure manual of the CCPD.
2. The SRO shall keep a copy of all policy and school reports regarding criminal incidents at the school. These records shall not be released except as may be required by state or local laws.

SRO Memorandum of Understanding

3. The SRO will not take part in any school disciplinary actions. The SRO will only accompany the school interviewer if there is a threat of violence. If the incident is a violation of the law, the SRO may assist in determining if law enforcement action is appropriate.
4. The SRO will not transport a sick or injured child for medical assistance or provide escort with police vehicle for school personnel. The SRO may assist the administration in escorting students from the campus who are violent or have threatened violence toward school administration, faculty members or students. It shall be the CCPS' responsibility to release the juvenile according to CCPS policy.
5. The SRO shall wear the appropriate CCPD uniform during their working hours unless otherwise approved by a supervisor of CCPD. The SRO will be armed at all times while on duty with the CCPD.
6. The SRO shall be equipped with a radio that will enable them to have direct contact with the CCPD as well a cellphone. The SRO will be responsible for determining the need for additional police presence or assistance on campus and will make such request when needed. In the event the SRO requests additional patrol units on campus, the SRO will act as the primary unit and direct assisting units.



Moving Forward Working Together

TO: Village President and Council
FROM: Debbie Powell, Village Manager
DATE: February 27, 2023
SUBJECT: Approve Purchase for Soccer Goals and Nets

The Cass City Soccer organization has received donations and a grant to purchase new soccer equipment including goals and nets. They have received a quote from Sator Sports, Inc. to purchase four sets of goals and nets for the soccer fields in the Village of Cass City Municipal Park.

The Cass City Soccer organization has asked the Village to take delivery and pay for this equipment as we are tax exempt. We have received a check from Cass City Soccer in the amount of \$11,721.08 for the purchase of goals and nets.

The Parks and Recreation committee is recommending the Village of Cass City make the payment to Sator Sports for the soccer nets and goals on behalf of Cass City Soccer.

MOTION: Approve purchase of soccer goals and nets for the soccer fields in the Municipal Park, from Sator Sports, Inc., in the amount of \$11,721.08, plus any increase in freight charges that may occur.



Sator Sports, Inc.
 1455 W 139th Street, Gardena, CA 90249
 Phone: (888) 887-2867 • Fax: (310) 464-8175
 www.satorsoccer.com

Date	Quote #
31 Jan 2023	119515

SOLD TO	SHIP TO
Becky Klinkman Cass City Soccer 6737 Church St Cass City MI 48726 United States	Becky Klinkman Cass City Soccer 6737 Church St Cass City MI 48726 United States

Customer #	Company	Phone 1	Phone 2 Mobile	Email	Sales ID
9152	Cass City Soccer	989-550-1115		sinkrep2@aol.com	Allia Attia
Parent Order / Cust Ref	Media Code	Tracking #	Number of Items	Total Weight	Ship Via
/	C		24	671.8 lbs	- Truck (LTL)

Item #	Description	Qty	Price	Discount	Net Price	Extension
SA-GCAKIT-406	Agora 3" Channel Club Soccer Goal Kit - Each <i>Size: 4'x6'</i> » Agora Channel Club Soccer Goal - 4'x6' (Each) x 1 » Agora 6' Back Bottom Bar for Channel Club Goal (each) x 1 » 4mm Net for 4'X6' Goals with Depth (each) x 1	2	\$1195.00	5.00%	\$1135.25	\$2270.50
SA-GCAKIT-612	Agora 3" Channel Club Soccer Goal Kit - Each <i>Size: 6'6x12'</i> » Agora Channel Club Soccer Goal - 6'6x12' (Each) x 1 » Agora 12' Back Bottom Bar for Channel Club Goal (each) x 1 » 4mm HTPP Hexagon Net for 6'6X12' Goals with Depth (each) x 1	2	\$1445.00	5.00%	\$1372.75	\$2745.50
SA-GCAKIT-618	Agora 3" Channel Club Soccer Goal Kit - Each <i>Size: 6'6x18'6</i> » Agora Channel Club Soccer Goal - 6'6x18'6 (Each) x 1 » Agora 18'6" Back Bottom Bar for Channel Club Goal (each) x 1 » 4mm HTPP Hexagon Net for 6'6X18'6" Goals with Depth (each) x 1	2	\$1485.00	5.00%	\$1410.75	\$2821.50
SA-GCAKIT-721	Agora 3" Channel Club Soccer Goal Kit - Each <i>Size: 7'x21'</i> » Agora Channel Club Soccer Goal - 7'x21' (Each) x 1 » Agora 21' Back Bottom Bar for Channel Club Goal (each) x 1 » 4mm HTPP Hexagon Net for 7'X21' Goals with Depth (each) x 1	2	\$1525.00	5.00%	\$1448.75	\$2897.50
	Truck (LTL)	1	\$0.00	0.00%	\$986.08	\$986.08
Subtotal						\$11721.08
Taxable						\$644.10
Non Taxable @ 0%						\$0.00
Total						\$12365.18
Paid to date						\$0.00

Cass City Soccer

Donations, sponsorships and grants to purchase new equipment such as goals and nets, corner flags, soccer balls, goalie jerseys, goalie gloves, and portable scorebaord for u14 division

Fall 2022

\$	1,000.00	Walther's Farms
\$	1,000.00	Compassus
\$	1,000.00	Paramont Enterpises
\$	1,000.00	Thumb Lawn LLC
\$	1,000.00	Mickey Thompson Construction
\$	500.00	Cass City Oil & Gas
\$	500.00	Engineered Tools
\$	250.00	Knights Ins.
\$	850.00	Misc Cash Donations from Parents
\$	7,100.00	

Winter 22/23

Grant from Pinney Foundation for new goals/nets

\$ 13,900.00

CASS CITY SOCCER

6851 HERRON DR.
CASS CITY, MI 48726

1084



74-1001/724

DATE 2-6-23

PAY TO THE
ORDER OF

Village of Cass City

\$ 11,721.08

Eleven Thousand Seven Hundred Twenty-one and ⁰⁸/₁₀₀

DOLLARS Security Features Included. Check on Back.

CHEMICAL BANK

FOR

Purchase 4 sets goals/nets

Rebecca Klindman MP

⑈001084⑈ ⑆072410013⑆ 2551493253⑈

Deposit in VOCC Checking ^{GL}# 101-000-675

**Cass City Downtown Development Authority
Minutes
January 10, 2023**

The Meeting was brought to order at 1:30 pm by Chairman Kranz.

BOARD MEMBERS PRESENT: Eric Brown, James Kranz, Jon Ligrow, Amy Peters, Geraldine Prieskorn, David Weiler, Village President Dan Delamarter and Tuscola EDC Director Steve Erickson

EXCUSED: Cass City Chamber Administrator Kayla Klco

VILLAGE STAFF PRESENT: Village Manager Debbie Powell, Clerk/Treasurer Nanette Walsh

Motion to approve the minutes from the November 8, 2022, meeting by Prieskorn and supported by Brown. Motion Carried.

No comments during Citizen Comments.

Motion to approve the December 31, 2022, Financial Report was made by Weiler and supported by Brown. Motion Carried.

Tuscola County DDA Report: Report to be presented during EDC Meeting.

Chamber of Commerce: Kayla Klco will be attending future meetings post maternity leave. The Annual Chamber Dinner is Friday, April 14, 2023.

Review RRC Certification Celebration: Manager Powell noted that approximately 60 people, including Senator Kevin Daley (formerly representing Cass City) and Senator Dan Lauwers (newly representing Cass City) attended the Michigan Economic Development Corporation (MEDC)/Redevelopment Ready Communities (RRC) Celebration held on December 8, 2022. MEDC Representatives presented RRC Signage and gave an overview of Business Development Tools/Opportunities now available to Cass City. The board requested that follow-up information be provided to the local businesses on Toolbox Assistance opportunities.

DDA Board Vacancies: Manager Powell distributed application forms for DDA board members to distribute to local business owners who may consider appointment to the DDA board. This face-to-face contact was encouraged to facilitate a potential positive response.

Demo Quote for Leach Street (Thorp House): TNT Excavating, Cass City, has submitted a quote for the demolition and debris removal of the Leach Street house (also known as the Thorp House). Manager Powell has an appointment on Friday, January 13, 2023 with an individual interested in touring this house to determine the feasibility of moving it to a parcel located in Elmwood Township. Powell will forward the results of this appointment at the next DDA meeting.

Tuscola County Economic Development Corporation Director Steve Erickson highlighted grant opportunities through the Tuscola County Land Bank for demolition of Municipal Owned blighted properties. Though the Spring 2023 Allocation is earmarked for projects in the City of Caro, the Fall 2023 Allocation has application opportunities for such properties, that have had a Brownfield (Environmental) analysis completed.

By consensus, the meeting was adjourned at 1:55 p.m.

Nanette Walsh

CMC, CPFA, CPFIM, MiCPT

Cass City
Downtown Development Authority

Bi-Annual Report
February 10, 2023

Summary of 2022 Activities

Summary of 2022 DDA Goals, Recap of 2021 Goals

Summary of Current DDA Board Members

Village of Cass City Downtown Development Authority

Summary of 2022 Activities

January 2022

- Manager Powell mentioned the DDA Bylaws must be approved by each committee. It was agreed the bylaws should be modified to make sure we are operating according to the bylaws. Manager Powell will have the bylaws modified and ready for approval at the February 8th meeting.
- Manager Powell discussed how Public Act 396 of 2012 amended Public Act 197 of 1975, which was the document used when the DDA was established.
- Manager Powell mentioned part of the fence on the DDA Rental property was blown down in a recent storm. This fence will need to be repaired in the spring.

February 2022

- The current Bylaws of the Downtown Development Authority were reviewed and proposed changes in Article III, Officers, Article IV, Meetings, and Article VII, Finances were updated in the draft update. The updated proposed Bylaws of the Downtown Development Authority will be presented for approval at the March 8, 2022 meeting.
- James Kranz was elected 2022 DDA President.
- Geraldine Prieskorn was elected 2022 DDA Vice President.
- The DDA adopted the 2022 DDA Training Strategy.
- Manager Powell offered the opportunity for DDA Members to attend the Michigan Downtown Development Association Spring Training, citing availability of training funds budgeted in the 2022 DDA Financial Budget.
- Clerk/Treasurer Nanette Walsh distributed Robert's Rules of Order pamphlets and did a presentation on parliamentary procedure, highlighting Common Motions and Useful Motions.

March 2022 – Semi Annual Meeting

- Adopted the Cass City Downtown Development Authority Bylaws
- Manager Powell gave an update on the current tenant vacating the property, having a final move-out date to remove all personal belongings. Anthes Brothers have been contacted to provide an inspection and quote for moving the house to another location.
- Manager Powell gave an update on the Kiosk Signage and was questioned on guidelines for the types of information to be displayed. Powell responded that similar rules used for the electronic sign would prevail.
- Approve the 2021 DDA Annual Report and present to the Cass City Village Council.

- After reviewing the 2020 and 2021 DDA Goals, the DDA Board adopted the following:
 - Completion of Downtown Streetscape and Benches
 - Research and Determine a Course of Action for the Thorp House Property
 - Create Trainings for Local Businesses, with collaboration with the Cass City Chamber of Commerce
- Manager Powell presented a preliminary quote from a commercial parks supply catalog for metal benches with a plastic overcoat. Options for benches from a local Amish vendor will be researched, as well as looking into a potential matching grant from the Pinney Foundation or Tuscola County Foundation.
- Local Investment Groups have cited the lack of parking for downtown properties which may wish to expand housing options in the multi-level buildings. Special Assessments could be considered for future paving, curb and gutter. The end goal is more accessibility and options for these businesses.

April 2022

- Chairman Kranz gave an update that the previous tenant has vacated the property and the gas, electric and water have been turned off. Discussion began to explore the next course of action for this property.
- Motion approved to sell the house, which must be removed from the property, and retain the parcel.
- Motion approved to use Rosegold Realty as the listing agent to sell the house.
- Motion approved to set a three-month listing period with Rosegold Realty to sell the house.
- Motion approved to authorize the rental of a dumpster from Emterra, if necessary, for Thorp House Clean-up.
- Motion approved to submit a grant application to the Pinney Foundation to purchase 4 DDA Benches and include the match of 4 benches to be purchased by the DDA from Nevin Kempf, Blue Iron Metal Works.

May 2022

- Abigail Burlingame was introduced as the new Director of Parks, Recreation and Economic Development.
- Manager Powell gave an update that the yard has been cleaned up, and a sign that shows “House Only for Sale” has been posted. Rosegold Realty, contracted for a 3-month listing period, has suggested a base sale price of \$15,000. After the house sale, the next step is to collaborate with library officials on parking upgrades for asphalt, landscaping, and lot striping.
- Steve Erickson presented recent conversations with Dick Hendrick, owner of the Cass Theater. Hendricks is looking to sell the Cass Theater, and would like a local buyer, or cooperative, to keep the theater operational and retain its small-town attraction. A suggestion was that the DDA would own it, as a non-profit venture. Discussion included operational costs, necessary upgrades to the building, its historical attributes, potential

use of the stage (not possible due to the movie screen's sensitive reflective film) and potential staffing needed. Consensus was to explore interest of other people in town to take on ownership and operation, as the DDA was not the correct mode of ownership. A suggestion was made to contact the owner of the Bad Axe Theater to determine if there was potential interest in the Cass Theater.

- The Michigan Downtown Association is hosting its Summer Workshop on June 3, 2022, in Charlevoix, Michigan. Manager Powell invited DDA members to attend, as there are training funds in the budget to support attendance.

June 2022

- Manager Powell gave an update that Rosegold Realty contacted Powell that there has been limited interest. A local resident proposed to purchase the house for \$1, move the structure and level and fill the remaining lot. The next step in a proposed sale would be to contact the Realtor to determine the feasibility of a sale, discuss the economics with the Village Budget and Finance Committee, and discuss the financial outcomes and expectations with the Village Council.
- Powell informed the Board that eight (8) benches are now built and need to be powder-coated (one more week) until the DPW can pick up the benches for distribution and installation throughout the downtown. Powell recommended sites in the downtown area, and along Ale Street enroute to the high school campus.
- An approved \$24,000 contract with Creative Concrete will replace cement pads in the downtown to create a solid walkway along Main Street, on both the north and south sides. Work is expected to commence in July, 2022, after the Freedom Festival.
- Abigail Burlingame gave a brief report on the Michigan Downtown Association Summer Workshop held on June 3, 2022. She emphasized the use of First Floor Residential Mixed Housing, behind the businesses and surveying the downtown for what is available, and what is missing.

July 2022

- Manager Powell gave an update that Tracey Moore has requested an additional week to research a location for the Thorp House to be moved to, if the purchase was made. At this time, there are no other interested buyers. The DDA Board would hold a special meeting to complete a proposed sale, if a contract was forwarded to them.
- Powell passed around the new Neighborhood ReNEWal Program Brochure, and explained the nomination process, and the recognition mugs, pens and Certificate of Appreciation. As a way to “perk up the community” and recognize those who have invested in their homes and businesses, the program would positively bring attention to the “good” changes in Cass City.
- A grant application was made for a microgrant to create artistic metal bike racks for the Cass City Downtown. If funded, these bike racks could entice people to get downtown, and have a place to lock up their bike while in the area. Potential locations for the bike racks are to be determined.

August 2022

- Monthly Meeting cancelled due to a lack of a quorum.

September 2022

- Monthly Meeting cancelled due to a lack of a quorum.

October 2022 – Semi Annual Meeting

- This Semi-Annual Meeting is required by PA 57 of 2018, and traditionally focuses on setting plans for upcoming DDA projects and corresponding annual budget.
- Accept, with regret, the resignation of long time DDA Board member Bert Althaver
- Manager Powell gave a brief review of the proposed budget, highlighting the loss of rental income from the Thorp Property.
- Requested \$10,000 from the Village of Cass City, General Fund, to the 2023 DDA Financial Budget.
- Approved the 2022-2023 Snow Plowing and Brining Contract from Blaine de Beaubien
- No interested parties have come forward to purchase the Thorp Building to move to another location. Discussion commenced on the option to rent the building or demolish it. By consensus, the board requested a quote for demolition to be obtained.
- Abigail Burlingame presented a Window Cling in the Main Street Storefront option to enhance the buildings' presentation. Clings can be printed in graphic design, or as an enlarged photograph of people, or business services. Burlingame was tasked to contact local storefront owners, requesting financial support, for this project. The first storefront selected for this project was the former Coachlight Pharmacy. Burlingame also detailed a complete window washing program for all the downtown storefronts by Squeaky Clean, for \$1,100. By consensus, the board requested that \$2500 be put in the 2023 DDA Financial Budget for Window Clings/Window Cleaning.
- Approved a contract with Squeaky Clean, to clean core Cass City Downtown Area Windows.
- Powell spoke on a new proposed program to aid entrepreneurs and new prospective businesses with start-up funds and professional services, similar to Saginaw Soup and 100 Women building business. The prospective guidelines would be for-profit business, with an extension that youth based businesses be eligible for micro-grants. Per the Tuscola EDC, this pilot program may be eligible for its start-up costs, and a grant application to fund the creation of the Cass City Business Builders (CCBB) would need to be completed promptly.

November 2022

- Manager Powell noted that Michigan Economic Development Corporation (MEDC) Staff would be present on Wednesday, November 16, 2022 to tour the former Coachlight and Fairway buildings, and offer insight and potential support options to market and invest in these properties.
- The proposed Squeaky Clean window washing contract is \$1,100 per cleaning, not season. The Board discussed the possibility of two (2) cleanings per year, but postponed a decision, pending additional information.
- On Thursday, December 8, 2022, at 5:00 pm., representatives from MEDC, Redevelopment Ready Communities, will be present at Rawson District Memorial Library, to award the Village of Cass City the MEDC/RRC Certification. All members of the various Village of Cass City Council and boards are invited and encouraged to attend.

December 2022

- The DDA meeting was cancelled due to the holiday scheduling. The next meeting was scheduled for January 2023.

Cass City Downtown Development Authority

2022 DDA Goals

After reviewing the 2020 and 2021 DDA Goals, the DDA Board adopted the following:

- Completion of Downtown Streetscape and Benches
- Research and Determine a Course of Action for the Thorp House Property
- Create Trainings for Local Businesses, with collaboration with the Cass City Chamber of Commerce

2021 DDA Goals

Prusik gave an overview of the March 8, 2021 meeting, where the committee set three goals for 2021:

- Partnership with the Village of Cass City, Chamber of Commerce and DDA/EDC. A Facebook page would be set up and monitored by the Chamber of Commerce to share dialog and ideas.
- Create Trainings for Local Businesses
- Create a Tool Chest for Businesses
 - Lending “Library” for Tools
 - Place for Community to donate tools for local use
 - Tool Chest to rent a lift, for a week or two, in Summer 2021 for a quick, easy, freshen-up of the downtown area.

2020 DDA Goals

After review of the current financial statements, the group discussed availability of resources to fund improvements to the Downtown Development Authority (DDA) District.

Three options were selected as 2020 DDA goals:

1. Construction of an Information Kiosk, to inform tourists of Cass City attractions, events and general information.
2. Streetscape improvements: Black Benches and/or Bistro Tables/Chairs, which tie in with the black wrought-iron theme currently on Main Street.
3. Creation of a Facade Improvement Grant (FIG) Program. An application would be submitted by the business to request a grant, with the business matching the grant amount (50% grant/50% owner match). Improvements would be limited to exterior building improvements or sidewalk enhancements. Potential funding could be allocated from the Village of Cass City (former Tuscola Area Airport Authority funding allocation no longer obligated). If the grant funding was not allocated in a current year, unallocated funds would be rolled over into the next year.

Village of Cass City Downtown Development Authority

Summary of Current Board Members

- **Eric Brown, Thumb Bank and Trust**
 - **James Kranz, CPA, DDA Chairman**
 - **Jon Ligrow, Ligrow's 24 Hour Fitness**
 - **Amy Peters, Knight's Insurance**
 - **Geraldine Prieskorn, Local Businesswoman, retired**
 - **David Weiler, Independent Insurance Agent**
 - **Dan Delamarter, Village of Cass City President**
-
- **Kayla Klco, Cass City Chamber of Commerce Administrator**
 - **Steve Erickson, Tuscola Economic Development Corporation Director**
 - **Deboria L. Powell, Village of Cass City Manager**
 - **Nanette Walsh, Village Clerk/Treasurer**



Moving Forward Working Together

February 27, 2023

To: Village President and Council

From: Cass City Downtown Development Authority

RE: Appoint Tyler Erla to the Cass City Downtown Development Authority

On February 14, 2023, the Cass City Downtown Development Authority voted to recommend:

Tyler Erla to fill a vacant position on the Downtown Development Authority board with a term ending May 1, 2027.

The attached application is from Mr. Erla citing his interest to serve on the board. This request asks that you approve their nominations to the Downtown Development Authority.

MOTION: Approve appointing Tyler Erla to fill a vacant position on the Cass City Downtown Development Authority with a term ending May 1, 2027.

In accordance with Federal Law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age or disability.

This institution is an equal opportunity provider and employer.

6506 Main St., P.O. Box 123, Cass City, MI 48726 * 989-872-2911 * Fax 989-872-4855 *
TTY 989-872-4742 or e-mail: casscity.org

Tyler Erla

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Objective

Become a board member with the Downtown Development Authority & Economic Development Commission utilizing my past and current work experience to be a valuable member of the team.

Education

Bachelor's degree in Criminal Justice
Minor: Sociology
Saginaw Valley State University, University Center, MI

Work Experience

State of Michigan

August 2015-Current

I am currently employed as an Adult Protective Services investigator. I am responsible for investigating allegations of abuse, neglect and exploitation. The job functions include interviewing adults, medical professionals and coordinating with law enforcement. Additional duties include report writing, filing court petitions, assisting families in becoming more stable and working with community service providers to help benefit families in Tuscola County.

Cass Theatre LLC

August 2022-Present

I am a co owner/operator of the Cass Theater recently purchased in August of 2022. I oversee the day-to-day operations required to show movies each week. Job functions include managing staff and creating schedules. Contract negotiations with movie studios such as Disney, Paramount, Universal Studios and Sony. Management of inventory, general business bookkeeping and building maintenance.

Luxe Hair Studio LLC

April 2019-Present

I am the co owner of Luxe Hair Studio. Job functions include Management of inventory, general business bookkeeping and building maintenance.

Tuscola County Sheriff's Department

May 2011-2015

I was a Corrections Deputy at the Sheriff's Department. The safety and security of the jail and courthouse were my top priorities. I worked in the jail, where my duties included, receiving inmates, transporting inmates to court and report writing. I typically work 45 hours a week, but often got more overtime on the weekends. During my employment

with the Sheriff's Office I also worked in the courthouse doing security, responding to emergencies and conducting warrant arrest.

Cass City Public Schools

2015-2017

I was the varsity basketball coach at the Cass City High School. I was in charge of the basketball program from 5th grade to 12th grade. I would oversee the coaching at each level as well as my own team.

Cass City Public Schools

June 2010-2011

I was the Student responsibility center coordinator at Campbell Elementary. I took care of the discipline during the school the school day. Any student with behavioral issues or concerns, met with me and we discussed their behavior in the classroom, and how they can improve their behavior. I assisted the students with creating a plan of action, that we discuss with their teachers, allowing those students to return class. I also spent portions of my day working separately with individual students, who had individual education plans, helping them get caught up on late work or keeping them on track on new work.

Cass City Junior Varsity Basketball Coach and Assistant Varsity

November 2009- 2011

I was the boy's junior varsity basketball coach. I planned daily practices and worked with the kids on a daily basis. I also help with the varsity basketball team during practice and games.

Assistant Varsity Football Coach

2010- 2011

I was one of the defensive coaches for Cass City. I also open the weight room during the week for student athletes to work out.

Brentwood

January 2007-2010

I was a bartender and a bowling alley attendant. I interacted with customers, handled money, and worked on the bowling lanes. I also closed down at night, locked up the building, and counted all the tills. I would also supervise other employees making sure that their task were being completed.

Elkland Township Cemetery

May 2004- 2009

I was a groundskeeper at the cemetery in Cass City Michigan. I was in charge of organizing daily activities such as funerals, lawn mowing and other various jobs for our work crew. I used machinery such as lawnmowers, tractors, weed-eaters, and chainsaws. I also supervised three other workers. I worked 40 to 50 hours a week.

Huron County Sheriff's Office

April – July, 2008.

Internship with Huron County Sheriff's Office.
I assisted with daily road patrol and other police activities.

Activities

Vice President of the Corrections Deputies union through POAM	2015
Volunteer Coach 5 th grade boys basketball	2014
Criminal Justice Society Member at Saginaw Valley State University	
Cass City Little League baseball coach	May 2007- 2009
Cass City Softball Board Member	2022- Present

Special Training

Taser Training Academy
Michigan Sheriffs Coordinating and Training Council Corrections Academy
Sentinel Defense Law Enforcement Pistol Course
First Aid and CPR
Forensic Interviewing
Secondary Traumatic Stress
LEIN Certification
Pressure Point Control Defensive Tactics

References

Krista Mackowiak [REDACTED] Supervisor State of Michigan MDHHS
Aaron Fernald [REDACTED] Cass City Elementary School Principal
Steve Roland [REDACTED] Tuscola Intermediate School District
Jessica Risky [REDACTED] Risky Law Offices

Tyler Erla

BOARDS & COMMISSIONS APPLICATION

Thank you for your interest and expressed willingness to serve as an official for the Village of Cass City! This application will inform the President and Council with information pertaining an appointment to a Village Board or Commission. Once the application is completed, the Village Manager and Village President will review the materials and make a recommendation to the Village Council, who will vote on the final appointment. All applicants will have the opportunity to be interviewed by the Village Council during a regularly scheduled meeting. The Village has a goal of reviewing all appointments within 30 days when a position is vacant. If a position is not vacant, applications will be filed for two years from their submission date and applicants will be notified if they are considered for vacant seat during that time.

NAME: Erla Tyler J U.S. Citizen Yes No
Please Print: Last First M.I.

ADDRESS: [Redacted] [Redacted] [Redacted] [Redacted] [Redacted]
Number Street City State Zip

PHONE: N/A [Redacted] [Redacted]
Home Cell Work

EMAIL: [Redacted]

I am interested in serving on . . .

Boards/Committees	Function	Meeting Times
<input checked="" type="checkbox"/> Downtown Development Authority & Economic Development Commission (4-year term)	<ul style="list-style-type: none"> To promote and enhance in the Downtown District To guide decisions that affect the industrial park 	1:30 PM, Second Tuesday of the Month
<input type="checkbox"/> Planning Commission (3-year term)	<ul style="list-style-type: none"> To develop the Master Plan, provide input on zoning, and inform the village council on public works and community development matters 	7:00 PM, Third Wednesday of the Month
<input type="checkbox"/> Zoning Board of Appeals (3-year term)	<ul style="list-style-type: none"> To determine variance requests and hear appeals of the Village's zoning administrator's decisions 	May of Each Year, Then as Required
<input type="checkbox"/> Other: _____		

When you have completed this application please:

Mail, drop off, or utilize outside drop box:
Village of Cass City
PO Box 123
6506 Main Street
Cass City, MI 48726

Email to:
Village Manager Debbie Powell
ccmanager@casscity.org

Fax:
(989) 872 - 4855



I Have Experience In . . .

- | | | | |
|--|--|--|--|
| DDA/EDC | Planning Commission | Zoning Board of Appeals | Other Skills |
| <input type="checkbox"/> Architecture & Landscape Architecture | <input type="checkbox"/> Building Construction | <input type="checkbox"/> Building Construction | <input type="checkbox"/> Accounting & Financial Management |
| <input type="checkbox"/> Commercial & Residential Development | <input type="checkbox"/> Civil Engineering | <input type="checkbox"/> Civil Engineering | <input type="checkbox"/> Arts & Culture |
| <input type="checkbox"/> Downtown Retail | <input type="checkbox"/> Code Enforcement | <input type="checkbox"/> Land Use Planning | <input type="checkbox"/> Executive Leadership |
| <input type="checkbox"/> Historic Preservation | <input type="checkbox"/> Land Use Planning | <input type="checkbox"/> Real Estate & Development Law | <input type="checkbox"/> General Board Experience |
| <input type="checkbox"/> Marketing & Promotion | <input type="checkbox"/> Real Estate Development | | <input type="checkbox"/> Grants & Fund Development |
| <input type="checkbox"/> Planning & Zoning | | | |

Note: Lack of experience in these areas does not disqualify someone from serving, but these skills provide an overview of the matters handled by the boards and committees.

Background Information

Applicant may attach resume, CV, or other relevant materials when applying.

Educational Background:

See attached resume

Professional Qualifications and/or Work Experience:

See attached resume

Community Organizations and Volunteer Experience:

See attached resume

Why would you like to serve on a board or commission?

I am interested in serving on the board for the downtown development authority as I currently own two businesses in town and want to see the community utilize opportunities for growth and continue to carry on traditions and values it is known for.

References (2):

NAME: [redacted] PHONE: [redacted]

NAME: [redacted] PHONE: [redacted]

When you have completed this application please:

Mail, drop off, or utilize outside drop box: Village of Cass City PO Box 123 6506 Main Street Cass City, MI 48726

Email to: Village Manager Debbie Powell ccmanager@casscity.org

Fax: (989) 872 - 4855

Cass City Economic Development Corporation (EDC)

Minutes

January 10, 2023

The Meeting was brought to order at 1:56 pm by Chairman Kranz.

BOARD MEMBERS PRESENT: Eric Brown, James Kranz, Jon Ligrow, Amy Peters, Geraldine Prieskorn, David Weiler, Village President Dan Delamarter and Tuscola EDC Director Steve Erickson

EXCUSED: Cass City Chamber Administrator Kayla Klco

VILLAGE STAFF PRESENT: Village Manager Debbie Powell, Clerk/Treasurer Nanette Walsh

Motion to approve the minutes from the November 8, 2022, meeting by Peters and supported by Prieskorn. Motion Carried.

No comments during Citizen Comments.

Motion to approve the December 31, 2022, Financial Report was made by Brown and supported by Peters. Motion Carried.

Tuscola County EDC Report: Tuscola EDC Director Steve Erickson noted that the former MiTech Tooling Building on Garfield Avenue has been sold to a well drilling business formerly located in Mayville. Small Business Grants have been awarded to Excel Dance Studio of Arts, 6544 Main Events, Ligrow Fitness and Cass City Business Builders, with \$120,000 in grant funds still available for Tuscola County businesses. Tuscola EDC remains in talks with DTE Energy officials to address “dirty power” problems in Tuscola County and throughout the Thumb Region. Board members actively discussed the task of garnering solutions to this energy problem plaguing businesses with unreliable and unavailable electricity loads, resulting in lost revenue, motors and equipment failures and stunted economic growth. Erickson noted the value of continued talks with DTE, legislators and stakeholders, and the need for continuous, persistent negotiation.

Industrial Park Property for Sale: A Special Meeting of the Cass City Village Council will be held on January 11, 2023, to hold a Closed Session to discuss a potential property purchase located adjacent to the Cass City Industrial Park. A purchase agreement was approved on December 12, 2022, for the purchase of 8.5 acres, but the survey showed available acreage reduced to 8.08 acres, resulting in the need to revise the terms of the purchase agreement.

Utilizing EDC Fund Balance for Purchase of Hillaker Property: Village President Dan Delamarter offered comments on the prospective land purchase. Discussion centered on the Cass City EDC utilizing its Fund Balance to support the financial obligations in 2023 for the proposed land purchase.

Motion to approve the utilization of the Cass City EDC Fund Balance to make the 2023 Monthly Payments on a proposed loan used to purchased 8.08 acres on Doerr Road, was made by Kranz and supported by Weiler. Motion Carried.

By consensus, the meeting was adjourned at 2:18 p.m.

Nanette S. Walsh

Nanette Walsh, CMC, CPFA, CPFIM, MiCPT

Cass City
Economic Development Corporation

Annual Report
February 10, 2023

Summary of 2022 Activities

Summary of Current EDC Board Members

Village of Cass City Economic Development Corporation

Summary of 2022 Activities

January 2022

- There is a piece of property adjacent to the Walbro property in the Industrial Park that is proving difficult to determine the ownership. Walbro would like to either seek an encroachment permit or purchase the section of land in question. It appears that this southerly 33 feet of property was intentionally or inadvertently left off a Warranty Deed issued by Cass City Development Corporation to Walbro in September of 1957. It was decided the best way to handle this situation is to ask the Village of Cass City to give an easement to Walbro.
- As with the DDA bylaws, Manager Powell will have the bylaws modified and ready for consideration and approval at the February 8th meeting.

February 2022

- Manager Powell presented a report from Steve Erickson, Tuscola County Economic Development Corporation Director. Walbro LLC has received a \$50,000 grant for robot/training. The former Nestle/Ceramic Systems building has a current purchase agreement for sale of the building. Tourism grants, from ARPA funding, will be available for theaters and fitness centers in the near future.
- The current Bylaws of the Economic Development Corporation were reviewed. By request of the Chair, another version of the bylaws should be prepared to mirror the format of the Cass City Downtown Development Authority Bylaws and be presented at the next meeting on March 8, 2022, for review.
- Due to the postponement of the EDC Bylaw review, the election of officers was postponed.

March 2022

- Steve Erickson, Tuscola County Economic Development Corporation Director updated the board on current economic trends in the area, specifically increased fuel prices, trucking costs and a talent void in hiring. Walbro LLC has received a \$50,000 grant for robot/training. The former Nestle/Ceramic Systems building has a potential buyer: Anderson Steel, Mayville, MI, whose business will cut steel and hold inventory.
- Approve the 2022 EDC Annual Report and present to the Cass City Village Council.

April 2022

- Steve Erickson, Tuscola County Economic Development Corporation Director updated the board on the potential purchase of the Ceramic Systems (former Nestle Building) on Church Street by Anderson Steel, Mayville Michigan. A recent rooftop fire was discussed, and a Brownfields Phase II Environmental Assessment, a \$20,000 study, was recently approved for funding by the EPA. The new buyers are seeking a Commercial Rehabilitation Tax Exemption to freeze property values at current rates, prior to any rehab or investment into the building. EDC members were concerned with how transporting the steel product would affect the roads, and if the weight of the product would breakdown the local streets.
- The new Parks and Recreation /Economic Development Director has been hired, and will begin employment at the end of the month. Village President Delamarter spoke on future efforts to expand park programs, address EDC Issues, expand grant writing opportunities, and address the park security camera program.
- Delamarter invited the board to join the Village Council honoring Bert Althaver for his decades of service in Cass City at the ceremony naming the “Althaver Conference Room”, on April 25, 2022 at 6:00 p.m.

May 2022

- Steve Erickson, Tuscola County Economic Development Corporation Director updated the board on the current status of the Ceramic Systems (former Nestle Building) on Church Street. A Phase II Environmental Study is being conducted, expecting to be done in 6 – 8 weeks.
- Manager Powell updated the board on the Cass City Development Incentive Policy. Current Industrial Facilities Tax Exemption Certificates, per the policy, are required to complete an annual report on the actual investments, the current number of jobs and other current operational information. There have been concerns from these industrial companies regarding the report, and the May 15, 2022 deadline has been made flexible.

June 2022

- Steve Erickson, Tuscola County Economic Development Corporation Director updated the board on the Phase II Environmental Study being conducted on the Ceramic Systems (former Nestle Building) on Church Street. Work continues to identify any potential contamination, which is a pending factor on a proposed building sale.
- The Cass Theater has been shown to several interested parties, but without resulting in a potential purchase. Even with an attractive purchase price, the downstairs bathrooms and possible roofing updates are considered concerning factors. The current owner is agreeable to a community meeting to explore interest and options.

July 2022

- Steve Erickson, Tuscola County Economic Development Corporation Director updated the board on the Phase II Environmental Study being conducted on the former MiTech LLC building and work continues on the Ceramic Systems building (former Nestle Building) on Church Street. The anticipated sale is expected at the end of July, 2022 to a business currently in Mayville, MI.
- The Cass Theater has been shown to proposed buyer, with a purchase contract drawn up and awaiting signature. Dick Hendrick has agreed to stay on for a short period to train the new owners.
- Powell reminded the board of the “100 Women” program that could raise \$10,000 (100 Women x \$100 each) as a new business incentive, by evaluating proposed business plans/improvements, and fund a selective venture(s). Powell will find out more about this program from other communities that have successfully created this program, and plans to commence the project in Early October, 2022. Discussion continued to expand this program with a healthy competition between the men and women in the community.

August 2022

- Monthly Meeting cancelled due to a lack of a quorum.

September 2022

- Monthly Meeting cancelled due to a lack of a quorum.

October 2022

- Steve Erickson, Tuscola County Economic Development Corporation Director updated the board on the Phase II Environmental Study would be redone due to the expiration of current reports on the Ceramic Systems building (former Nestle Building) on Church Street. A request for a Plant Rehabilitation District will be presented to the Village of Cass City Council at its October meeting.
- Two Cass City businesses were allocated grants and low interest loans from the Tuscola EDC. Excel Dance received a \$16,000 grant and a \$10,000 loan at 2% for 10 years. 6544 Main Events received a \$15,000 grant and a \$24,000 loan.
- MiTech Tooling is working on an upcoming expansion and finalizing the sale of their former building. Tuscola EDC is doing the environmental review for the Garfield Avenue location, prior to the final sale of the building.

November 2022

- Manager Powell presented an update on the Tuscola County Economic Development Corporation. A 40 Year Celebration of the Tuscola EDC was recently held at Beagio's in Kingston, with Quentin Messer, Jr, MEDC CEO and President and Chair of the Michigan Strategic Fund as the Keynote Speaker. Manager Powell was able to speak with Messer on the Village of Cass City attributes, with hopes of financial support for the Wastewater Treatment Plant upgrades.
- A request was approved for the Plant Rehabilitation District during the October 24, 2022 Village of Cass City Council Meeting.
- A Special Meeting of the Cass City Village Council will be held on November 9, 2022, to hold a Closed Session to discuss a potential property purchase located adjacent to the Cass City Industrial Park.

December 2022

- The EDC meeting was cancelled due to the holiday scheduling. The next meeting was scheduled for January 2023.

Village of Cass City Economic Development Corporation

Summary of Current Board Members

- **Eric Brown, Thumb Bank and Trust**
 - **James Kranz, CPA, DDA Co-Chairman**
 - **Jon Ligrow, Ligrow's 24 Hour Fitness**
 - **Amy Peters, Knight's Insurance**
 - **Geraldine Prieskorn, Local Businesswoman, retired**
 - **David Weiler, Independent Insurance Agent**
 - **Dan Delamarter, Village of Cass City President**
-
- **Kayla Klco, Cass City Chamber of Commerce Administrator**
 - **Steve Erickson, Tuscola Economic Development Corporation Director**
 - **Deboria L. Powell, Village of Cass City Manager**
 - **Nanette Walsh, Village Clerk/Treasurer**



Moving Forward Working Together

February 27, 2023

To: Village President and Council

From: Cass City Economic Development Corporation

RE: Appoint Tyler Erla to the Cass City Economic Development Corporation

On February 14, 2023, the Cass City Economic Development Corporation voted to recommend:

Tyler Erla to fill a vacant position on the Economic Development Corporation board with a term ending May 1, 2027.

The attached application is from Mr. Erla citing his interest to serve on the board. This request asks that you approve their nominations to the Economic Development Corporation.

MOTION: Approve appointing Tyler Erla to fill a vacant position on the Cass City Economic Development Corporation with a term ending May 1, 2027.

In accordance with Federal Law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age or disability.

This institution is an equal opportunity provider and employer.

6506 Main St., P.O. Box 123, Cass City, MI 48726 * 989-872-2911 * Fax 989-872-4855 *
TTY 989-872-4742 or e-mail: casscity.org

Cass City Planning Commission Meeting
Minutes of January 18, 2023

PRESENT: Jennifer Gray, Gary Barnes, Colleen Langenburg, Joe Leeson, Heather Severance, Erik Tamlyn, Rod Whelan, Village President Dan Delamarter

Excused: Jeffrey Benkelman

Village Staff Present: Village Manager Debbie Powell, Clerk/Treasurer Nanette Walsh

Meeting was called to order at 7:00 pm by Gray

Motion by Leeson, supported by Barnes, to approve the minutes of the November 16, 2022 meeting. Motion carried.

There were no comments during Citizen's Comments.

Temporary Storage Containers:

Discussion included the following questions:

- How long can a Temporary Storage Container be parked?
- What is the official difference between a Dumpster and a Storage Pod?
- When does a Temporary Storage Container become a "shed"?
- What is an "approved surface" for placing a Temporary Storage Container on?

Leeson volunteered to forward sample ordinances on Temporary Storage Containers.

Discussion on a Zoning Ordinance Amendment for First Floor Housing in the Downtown Area in the Back of Buildings:

Manager Powell noted that the Michigan Economic Development Corporation (MEDC) referred the City of Lapeer as a sample community that is working on a Downtown Back of Building Housing Ordinance. A recommendation was made to revisit this ordinance as more information becomes available.

Update on Planned Projects for Cass City in 2023

1. Hills and Dales Hospital
Andy Daniels, President and CEO, gave a presentation of the proposed addition to the hospital for the MRI relocation from the Van Dyke Road/M-53 facility to Hills and Dales Hospital, and relocation of the hospital's ambulance bay. He presented the proposed site plan of these additions. Leeson voiced concerns of potential exterior light pollution to the neighborhood and the slope of the ingress/egress of ambulance bay lanes. Powell will send the stamped plans to Spicer Engineering, Saginaw, MI, on behalf of the Planning Commission, for site review and comments. Daniels requested that this review be expedited.
2. Cass City Public Schools
Powell reported that the Cass City Public Schools will do a parking lot upgrade at the Elementary School this summer to refigure traffic flow. No site plans are available at this time, but there are concerns for storm water drainage in the parking lot and the ingress and egress on Ale Street, and capability of the nearby retention pond.
3. Family Dollar Store
Powell met with Engineers planning for the demolition of the former Dollar General Building, and the construction of a new building to house both a Dollar Tree and Family Dollar store. They are requesting a demolition permit from Tuscola County. The board voiced concerns on the vacant storefront that Family Dollar would leave after this relocation across the street.

Communications:

Manager Powell gave a presentation on Match on Main Street grant opportunities for business in the downtown to apply for a \$25,000 grant, with a \$2,500 applicant match to enhance, improve or expand their business. Applications are due February 10, 2023 to the Village of Cass City, with one application to be forwarded to MEDC for potential funding. Funding cycles are each spring and fall.

Professional Development:

Manager Powell suggested the bring in a trainer from the Michigan Planners Association for their "Making Good Decisions" workshop. The class would be offered to the Planning Commission, Zoning Board of Appeals, and Village Council. Powell was instructed to make inquiries on this training.

Village President Dan Delamarter spoke on the electrical supply problem in Cass City, and the Thumb of Michigan. Tuscola County Board of Commissioners have been requested to advocate to seek relief for this issue, as well as future meetings with local legislators. Current grid levels are creating an unreliable source of electricity for Cass City Industrial businesses, causing very expensive equipment damage during power brown-outs. Without secure power and increased capacity, Cass City is limited in industrial growth. Delamarter cited that this problem is not going away, and local officials "intend to stay on it" until an acceptable solution is created.

Motion to adjourn the meeting at 8:00 pm, was made by Leeson and supported by Delamarter. Motion Carried.

Respectfully submitted,

Nanette Walsh

Clerk/Treasurer, CPFA, CMC, CPFIM

Cass City Yearly Planning Commission Meetings Report

Introduction

A yearly Cass City Planning Commission report is to be prepared and presented to the Village Council. This report is called for by the Michigan Planning Enabling Act.

The template for this document was recommended to the Planning Commission by the Redevelopment Ready Communities Certification Program of the Michigan Economic Development Corporation (MEDC).

Cass City Planning Commission Members, December 2022

Jennifer Gray, Board Chairman

Dan Delamarter, Ex Officio, Village President

Gary Barnes

Jefrey Benkelman

Colleen Langenburg

Joe Leeson

Heather Severance

Erik Tamlyn

Roderick Whelan

Village Staff

Debbie Powell, Village Manager

Nanette Walsh, Village Clerk/Treasurer

2022 Cass City Planning Commission Meetings Summary

January 19, 2022

Jennifer Gray had been appointed Chairperson of the Planning Commission.

Joe Leeson had been appointed Vice Chairman of the Planning Commission.

Nanette Walsh had been appointed Secretary of the Planning Commission.

Manager Powell reported that the Residential Zones that were eliminated, and placed in reserve, must be addressed in the current Zoning Map. These residential zones need to be updated in the map, and our attorney and Jill Bahm are working on an ordinance to consolidate the Family Residential Zones. Updates for other areas of the Zoning Map will be done in phases, possibly with continued assistance by Giffels/Webster

President Gray facilitated the review of the current Planning Commission Bylaws. Several updates were recommended by the board (updates are printed in the bold lettering in the attached document.) The updated proposed Bylaws must be presented and received by the Planning Commission 3 days prior to the next meeting, to be considered for adoption.

Manager Powell gave a summary of Planning Commission Board Membership. A full board is nine members, inclusive of the Village President. Current membership is seven individuals, leaving two seats vacant. Powell invited suggestions of individuals interested in joining the Planning Commission Board, and she distributed application forms for interested local citizens.

Powell gave a brief overview of the DTE Street Lighting Project. In 2022, all Village of Cass City Street Lighting will be converted to LED bulbs, harnessing tremendous savings in electrical costs. This project shows to pay for itself within 3-4 years.

February 16, 2022

Zoning Amendment, Adjacent Neighborhoods, was presented in the Village of Cass City Ordinance format and was reviewed by the Commission. The proposed Zoning Ordinance, Adjacent Neighborhoods, was sent to the Cass City Village Council for adoption, pending legal review.

Zoning Amendment, Signs, was presented in the Village of Cass City Ordinance format and was reviewed by the Commission. . The proposed Zoning Ordinance, Signs, was sent to the Cass City Village Council for adoption, pending legal review.

The 2021 Cass City Planning Commission Annual Report was presented, reviewed and forwarded to the Village Council for approval.

By Roll Call Vote, the Planning Commission adopted the Amended Cass City Planning Commission Bylaws.

The Planning Commission adopted the Amended Cass City Planning Commission Training Strategy.

Clerk/Treasurer Nanette Walsh distributed Robert's Rules of Order pamphlets and did a presentation on parliamentary procedure, highlighting Common Motions and Useful Motions.

March 16, 2022

Public Hearings were held for the proposed amended ordinances:

- #1– 46-5.11 Signs
- #2– 46-3.12 Adjacent Neighborhoods, Additional Standards

All of the above proposed ordinances were approved by the Planning Commission and recommended to the Village Council for adoption.

By general consensus, the Village of Cass City Zoning Plan was referred to Giffels, Webster for combining the residential districts and any other updates.

April 20, 2022

The meeting was cancelled due to lack of agenda items.

May 18, 2022

The meeting was cancelled due to potential lack of a quorum.

June 15, 2022

The meeting was cancelled due to the lack of a quorum.

July 20, 2022

Public Hearings were held for the proposed amended ordinances:

- #1– 46-3.1.2 and 46-3.1.3 One Family Residential Zoning Reclassification

The above proposed ordinance was approved by the Planning Commission and recommended to the Village Council for adoption.

Jefrey Benkelman and Roderick Whelan were recommended to the Village Council to be appointed to the Cass City Planning Commission.

In Other Business, the need for Policies and Procedures for Site Plans of New Build Houses and Structures was discussed. Highlights included the need for setback and utility connection reviews, to stay within code regulations. Slope of driveways and drainage, as well as adopted recognized standards were discussed. SAFEbuilt would be contacted to assist with research on any proposed policies.

August 17, 2022

Chairperson Grey welcomed newly appointed board members Jefrey Benkelman and Roderick Whelan.

Village Manager Powell gave a brief overview of the upcoming Zoning Board of Appeals meeting to be held on Wednesday, September 28, 2022, to consider a zoning variance requested by Nikki's Kitchen, 6291 Church Street. The request by Scott Adams is:

- Approve/Deny Nikki's Kitchen Variance of Ordinance 46-5.3.D-1, Accessory Building and Structures
- Approve/Deny Nikki's Kitchen Variance of Ordinance 46-4.7.B and F, Home Occupation

Nikki's Kitchen requests these variances to locate and operate a food truck from the front yard of their residence. The Zoning Board of Appeals are asked to consider this variance from current adopted ordinances.

Powell referenced food truck policies from East Lansing and Frankenmuth, MI, inviting discussion on these policies. Per data from Frankenmuth, MI that their current ordinances were sufficient to handle food truck issues, the Cass City Planning Commission wouldn't recommend a food truck ordinance at this time.

A request was made to schedule another training for the Planning Commission and Zoning Board of Appeals. Jill Bahm, Giffels Webster, will be invited to the next Planning Commission meeting to review the Village of Cass City on-line (or printed as a manual) Clearzoning as Adopted. A two-hour session, beginning at 6:00 pm will be planned. The training is open to the public.

September 21, 2022

The meeting was cancelled due to lack of agenda items.

October 19, 2022

Jill Bahm, Giffels Webster, presented the Village of Cass City on-line (or printed as a manual) Clearzoning as Adopted (9/17/2022), Best Practices in Zoning Board of Appeals Variance Request Processes, and Hot Topics in Planning.

Bahm reviewed the on-line Clearzoning features, and its search capabilities. She recommended the expectation of a clear, explanatory ZBA Variance Request, and a strong, clear motion when granting or denying a ZBA Variance Request. Lastly, she discussed the following hot topics in Planning:

- Age Friendly
- Arts and Culture
- Housing
- Complete Streets
- Economy
- Healthy Community
- Neighborhoods
- Sustainability

Manager Powell explained current initiatives for the Cass City Downtown:

- Window Clings to add interest and freshness to Vacant Storefronts
- Addressing Storefronts that were converted to Storage Facilities
- Considering an ordinance mandating store frontage (25%) be open to the public
- Art Displays or Temporary (Seasonal) Use of Store Fronts
- Mass Transit Options for the Downtown and Village
- Meeting with prospective Downtown Building Owners for Engagement and Flexibility

November 16, 2022

At the October 20, 2022 Zoning Board of Appeals meeting, Zoning Variances were granted to:

- Stephanie and Aaron Morden, 4312 Doerr Road, Ordinance 46-3.1.10B, Permitted Uses
- Rosegold Realty, 6519 Main Street, Ordinance 46-5.1,F, Signs
- Jeffrey and Kayla Benkelman, 4607, Seeger St, Ordinance 46-5.3, B an 46-5.3, C, Accessory Buildings and Structures

Chairman Gray suggested that the Planning Commission revisit the sign ordinance language in the coming year.

Jennifer Gray and Colleen Langenburg were recommended to the Village Council to be re-appointed to the Cass City Planning Commission.

Manager Powell reviewed the proposed 2023 Village of Cass City Capital Improvement Plan. It is a requirement that the Planning Commission review and approve this Capital Improvement Plan prior to the Village Council adopting the 2023 Financial Budget.

Manager Powell met with MEDC Officials to discuss potential future usage options for the Fairway, Coachlight and Schneeberger buildings. Zoning may have to be modified if there is a need for back of building housing options. Discussion evolved around mixed use properties, parking, bicycle/outdoor storage, neighbor's concerns.

A request for research on future accessory structures zoning updates, to include a definition of how to measure height and/or to whether to allow additional height options. The Planning Commission may choose to prioritize the following zoning amendments in 2023:

- Signs (Rear Facing)
- First Floor Living
- Heights for Accessory Buildings

Manager Powell gave an update on recent updates at Hills and Dales Hospital, and the upcoming project to relocate the MRI equipment to proposed structure addition. She noted the recent Transportation Summit, and the need for local transportation within the Village of Cass City.

An invitation was extended to the Planning Commission members to attend the Redevelopment Ready Communities (RRC) Celebration and Annual Meeting to be held December 8, 2022 at 5:00 pm at the Rawson Memorial District Library.

December 21, 2022

The Planning Commission meeting was cancelled due to the holiday schedule. The next meeting is scheduled for January 18, 2023.

Note:

Throughout this summary, the Zoning Ordinances are referenced. To access the adopted Clearzoning Ordinance in full, go to:

<https://casscity.org/images/Ordinances/CassCity2021-02-15.pdf>



TO: Village Council
FROM: Debbie Powell, Village Manager
DATE: February 24, 2023
RE: February 2023 Manager's Report

February may be a short month with only 28 days, and the Village Staff has been very busy completing our To Do List.

TUSCOLA COUNTY ECONOMIC DEVELOPMENT CORPORATION

The Tuscola County Board of Commissioners allocated \$500,000 of their ARPA funds to Tuscola County Economic Development Corporation (TC-EDC) for economic development. I serve as an Executive Board Member for TC-EDC and I can share that we have been working tirelessly with local businesses to provide assistance to them. The grant application period for these funds is now closed. Many businesses have benefited from this program including Cass City. There are four (4) Cass City businesses that have received in total \$60,000 in grants and \$34,000 in low interest loans. There were many other businesses in Caro, Vassar, Millington, Reese/Akron, Unionville, and Kingston that received grants and low-interest loans also. As the loans are repaid, it will allow for more funds to assist future businesses with an on-going return to economic development investment in Tuscola County.

GRANTS

There are three sources of grants the Village will be applying for in February. The Village will be submitting two grant requests to Tuscola Community County Foundation. The Police Department is writing a grant for modem equipment to install in the patrol vehicles that is compatible with the 911 emergency system for tracking law enforcement vehicles, a service which we cannot utilize until this equipment is purchased. The DDA is requesting a grant for material costs in the amount of \$600 to repair and maintain the front entrance and doorway of the Cultural Center.

The Bark Park is submitting a grant request for the dog park in the amount of \$14,000 to the Michigan Economic Development Corporation Patronicity crowdfunding grant. When the on-line site is live, I will provide additional information to you.

The Village staff submitted a grant to MEDC for their Match on Main grant in the amount of \$22,500 for ExcelDance Studio for interior repairs and energy efficient lighting. There was only one eligible application submitted to the Village by the deadline, and therefore there was no need to hold a Village Council meeting to review and choose the applicant for the Village. We are able to apply for this grant as we are a certified Redevelopment Ready Community. Projects are to be completed in the next six months. MEDC should make a decision on the grant applications soon.

RENTAL REGISTRATION PROGRAM

Staff has been involved with the implementation of the Rental Registration Program and meeting with landlords, council, and our contractor (SafeBuilt). On February 20, the Village President, Vice-President, Village Manager, and Tim Gardner with SafeBuilt met to discuss potential changes to the list of inspection items for rentals. There were modifications made to the list, as well as the Rental Registration Form. These changes are in consideration of the feedback provided by landlords. The revised forms will be shared at the public Personnel and Public Safety Committee meeting on Thursday, March 9th at 4:00 pm at the Municipal Building. Many landlords have already registered their properties and paid the \$35 registration fee. A second letter will be mailed to those who are not compliant with the ordinance after the March 9th meeting.

WINTER BLISS EVENT

February has been a month of planning for our Winter Bliss Event scheduled for Saturday, February 25th starting at 3:00 pm and ending at 8:00 pm. This event is a family-friendly winter event and educational too. Tuscola County Prevention and Recovery will have trained staff demonstrate the use of Narcan for drug overdoses. They will also have supplies of Narcan on hand to distribute to the public.

MARCH COMMITTEE OF THE WHOLE MEETING

The agenda for the March Committee of the Whole meeting includes a presentation from Chris Townley, of Townley Engineering, regarding the wastewater treatment plant. In December 2022, the Village Council contracted with Townley Engineering to provide an estimate for a scaled-down renovation project of our existing wastewater treatment plant keeping the existing processing of rotating biological contractors (RBCs).

###



Michigan Township Participating Plan Board of Directors Elections

Over the next several months, Par Plan members will begin the process of electing Zone Representatives to serve on the Par Plan Board of Directors. This year the following zones are up for election:

Zone	Counties Located within the Zone	Term of Office expires
1	Baraga, Dickinson, Goebic, Houghton, Iron, Keweenaw, Marquette, Menominee, Ontonagon	2026
4	Alcona, Alpena, Antrim, Arenac, Crawford, Iosco, Kalkaska, Montmorency, Ogemaw, Oscoda, Otsego, Roscommon	2026
7	Genessee, Huron, Lapeer, Macomb, Sanilac, St. Clair, Tuscola	2026

Nomination Qualifications: Per the MTPP Bylaws, only member representatives from each governmental entity may be considered for nomination to be a candidate. Member Representatives must be appointed by their Board via resolution and be an elected official of the entity. If the governmental entity does not have elected officials, then a member of their Board may serve as its member representative. Individuals that meet the requirements for nomination will be placed on the ballot for their respective zone.

Term of Office: Those candidates that are elected to the Board will serve a three-year term of office beginning on July 1 of the year elected. Those elected for a partial term to fill a vacancy on the Board will only serve until the expiration of the existing term.

Board Member Expectations: Directors are expected to attend the four quarterly board meetings as well as the committee meetings for any committees that they are appointed to.

The following documents must be completed for a nomination to be considered:

- Resolution Confirming the Appointment of the Member Representative
- Nomination Form
- Candidate Disclosure Statement

Anyone wishing to be considered for placement on the ballot for the Par Plan Board of Directors must submit the above documents by email or mail no later than May 5, 2023 to:

theparplan@tmhcc.com

or

Michigan Township Participating Plan
Attn: Election Committee
1700 Opdyke Court
Auburn Hills, Michigan 48326

The election timetable below provides you with an outline of the election process.

Election Timetable	
May 5, 2023	Nomination and election forms must be postmarked to receive consideration
May 10, 2023	Nomination and election forms confirmed
May 25, 2023	Ballots are mailed to zone members
June 20, 2023	Ballots must be postmarked no later than this date to receive consideration
June 28, 2023	Ballots are counted
July 20, 2023	Elected Directors attend MTPP Board of Directors meeting

Should you have any questions regarding the nomination process, member representatives or the election process in general, please contact Jennifer Venema, MTPP Administrator at (248) 318-0596.

Sincerely,

The Par Plan Election Committee

Encl: Resolution Confirming the Appointment of the Member Representative
Nomination Form
Candidate Disclosure Statement

----- cut here -----



Board of Directors
Candidate Nomination Form

Please indicate below who you feel would be a valuable addition to the Par-Plan Board of Directors. *

Nominee Name:		Nominated By:	
Title/Position:		Title/Position:	
Governmental Entity:		Governmental Entity:	
County:		County:	
Telephone:		Telephone:	
Email:		Email:	

Note: For the nominee to receive consideration, the following items must be completed, emailed or post marked by May 5, 2023:

- Resolution Confirming the Appointing of the Member Representative
- Nomination Form
- Candidate Disclosure Statement

* You may nominate yourself

**RESOLUTION
CONFIRMING APPOINTMENT OF MEMBER REPRESENTATIVE
TO THE MICHIGAN TOWNSHIP PARTICIPATING PLAN**

At a _____ meeting of the Municipal Board of _____,
County of _____, in the State of Michigan, held on the _____ day of _____,
2023 at _____ o'clock _____ prevailing local Time.

Members Present: _____

Members Absent: _____

The following preamble and resolution were offered by Member _____
and supported by Member _____:

WHEREAS, the Municipal Board of the Municipality of _____, County of _____,
in the State of Michigan has independent power to manage risk and acquire insurance coverage to protect
the interests of the residents of the Municipality; and

WHEREAS, Section 5 of Chapter 124 of the Michigan Compiled Laws (P.A. No. 38, 1982, Section
2) authorizes local units of government, including townships to contract jointly to provide cooperative action
relative to enumerated insurance coverages and risk management services; and

WHEREAS, several municipalities of the State of Michigan have joined together to form a risk
management and insurance program under the name of "Michigan Township Participating Plan" in
accordance with an Agreement entitled "Michigan Township Participating Plan Cooperative Action
Agreement" (the "Agreement"), originally dated as of April 1, 1985; and

WHEREAS, from time to time it is necessary to appoint an elected official of the municipality to
serve as the municipality's Member Representative to the Michigan Township Participating Plan.

NOW THEREFORE, BE IT RESOLVED THAT:

The Municipality hereby appoints _____, _____
(name) (title)

to serve as the municipality's Member Representative. All immunities and privileges of the governmental
office held by the municipality's Member Representative shall apply to the decisions of the municipality's
Member Representative while acting as a municipal Member Representative to the Michigan Township
Participating Plan. This designate does not nominate your board member as an official candidate for election.
Nominations must be cast on the official nomination form.

AYES: Board Members: _____

NAYS: Board Members: _____

RESOLUTION DECLARED ADOPTED.

Municipal Clerk

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Municipal Board of _____, County of _____, in the State of Michigan at a meeting held on _____, 2023, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Municipal Clerk

**MICHIGAN TOWNSHIP PARTICIPATING PLAN
BOARD OF DIRECTORS DISCLOSURE STATEMENT**

(All questions must be answered or marked "none")

I, _____, of _____, Michigan being the duly elected
Name City
_____, of _____, Michigan and candidate for the
Title Governmental Entity

Board of Directors of the Michigan Township Participating Plan hereby disclose the following:

1. Any ownership, financial or business interest in an insurance agency, insurance company, or related insurance business that does business with the Michigan Township Participating Plan.

2. Any ownership, financial or business interest in an insurance claims business, insurance adjusting business or related insurance claims service that does business with the Michigan Township Participating Plan.

3. Any employment with Kenrick Corporation or ownership, financial or business interest in Kenrick Corporation, Tokio Marine HCC Insurance Holdings or with any entity or person doing business with Kenrick Corporation or Tokio Marine HCC Insurance Holdings.

4. Any ownership, financial or business interest in Tokio Marine HCC Public Risk Claims Service or with any entity or person doing business with Tokio Marine HCC Public Risk Claims Service.

5. Any family or marriage relationship to anyone with an ownership, financial or business interest in or employed by the following: Kenrick Corporation, Tokio Marine HCC Insurance Holdings, Inc., Tokio Marine HCC Public Risk Claims Service, or any insurance agent or agency or insurance company doing business with Kenrick Corporation; Tokio Marine HCC Insurance Holdings, Inc. or Tokio Marine HCC Public Risk Claims Service.

6. Any ownership, financial, or business interest in or employed by an insurance agency, insurance company or Michigan group self-insurance pool that provides property and casualty insurance coverage or services that are like those provided by the Michigan Township Participating Plan or which competes with the Michigan Township Participating Plan.

7. Any family or marriage relationship to anyone with an ownership, financial, or business interest or employed by an insurance agency, insurance company or Michigan group self-insurance pool that provides property and casualty insurance coverage or services that are like those provided by the Michigan Township Participating Plan or which competes with the Michigan Township Participating Plan.

DATED: _____, 2023 By: _____

Print Name

RECEIVED FEB 22 2023

Village of Cass City
P.O. Box 123
Cass City, MI 48726

Re: Variance for chickens: "hens"

Dear Council,

We are requesting a variance be approved for raising egg laying chickens within the Village. We have spoken with our neighbors to the North and South and they have no objections and behind us is an open lot. We have attached their letters of no objections for your review.

Thank you for considering this variance for chickens within the Village.

Sincerely,



Andrew and Natalie Ellis
4819 Seeger St.
Cass City, MI 48726
989-550-6327

February 18, 2023

Cass City Village Council:

We have requested to have up to 12 laying hens at any onetime at our home. and a variance for farm animals is required. *andy ellis*

I have no objections for Andy and Natalie Ellis to raise laying chicken hens at his home at 4819 Seeger Street, Cass City within the Village.

Name: Mayra Clark

Address: 4811 Seeger St.

Signature: Mayra S. Clark

February 18, 2023

Cass City Village Council:

We have requested to have up to 12 laying hens at any onetime at our home. and a variance for farm animals is required. *Andy Ellis*

I have no objections for Andy and Natalie Ellis to raise laying chicken hens at his home at 4819 Seeger Street, Cass City within the Village.

Name: *Jennifer Clark*

Address: *4829 Seeger St.*

Signature: *Jennifer Clark*



Michigan Association of Planning
A chapter of the American Planning Association

February 13, 2023

Village of Cass City
ATTN: Debbie Powell
6506 Main Street
Cass City, MI 48726

Dear Debbie,

This letter is to confirm the Michigan Association of Planning's **Making Good Decisions Together** on-site workshop has been scheduled for **Wednesday, March 22, 2023, 5:30 PM to 7:30 PM** at Hills & Dales Healthcare "Corporate Offices", 6669 Main Street. This workshop focuses on the roles and connections between officials and boards in a local government and best practices for effective governing.

Leah DuMouchel, AICP will be instructing. Please touch base with the instructor sometime before the workshop if you have any questions for her, or would like her to highlight specific points during the presentation. Her contact information is ldumouchel@planningmi.org or (734) 913-2000.

The cost for the on-site workshop is outlined in the enclosed estimate. Please email me a **list of attendees** no later than **Thursday, March 16, 2023** so we can prepare completion certificates, handouts, and other materials and ship them to your community before the workshop.

Also, please note that you will need to arrange for a **data projector, screen, laptop, and any refreshments**.

Shortly after the workshop, we will send you an invoice for the presentation fee, materials, instructor's fee and mileage. We also ask that you send us the completed evaluation forms via mail or email.

The Michigan Association of Planning is excited about your commitment to making quality land use and community planning decisions. We look forward to this opportunity to assist you in this educational effort. If you have any questions, please contact me at (734) 913-2000 or avansen@planningmi.org. Thank you!

Sincerely,

A handwritten signature in cursive script that reads "Amy M. Vansen".

Amy M. Vansen, AICP
Director of Information and Programs

1919 West Stadium, Suite 4
Ann Arbor, Michigan 48103

p: 734.913.2000
f: 734.913.2061

DEPARTMENT OF UTILITIES
VILLAGE COUNCIL SUMMARY REPORT PAGE 2

DEPARTMENT OF PUBLIC WORKS

WATER DEPARTMENT

- **The Bacti samples and Arsenic samples were completed, and Water Reports filed as required by the MDEQ.**
- Al checked on high water bills and did shut offs/turn ons.
- Al did miss digs for the month
- **The month of January 2023: The wells pumped 8.148 million gallons of water**
- **The average daily pumpage for January 2023: 263,000 gallons**
- **The average daily pumpage for January 2022: 325,000 gallons**

PUBLIC WORKS

- Performed routine maintenance on the Village Trucks and equipment.
 - Radiator replaced on Dump Truck #10
- Crew hauling leaves from landfill
- Snow plowing/salting streets
- Main St. at Woodland sanitary sewer issued repaired

Submitted by,

RJ Klaus

Director of Public Utilities

Cass City Police Department

6506 Main Street
P.O. Box 123
Cass City, Michigan 48726-0123
Phone: (989) 872-2911
Fax: (989) 872-4855
email: ccpdfreeman@casscity.org

February 23, 2023

Police Activity Report for February 2023

Calls for service in February 2023 (84 *complaints*) have *decreased* from January 2023 (161 *complaints*). It should be noted that the *monthly comparison* is 31 days to 23 days.

- Calls for service have *increased* in **2023** (245 *complaints*) from the same reporting period in **2022** (214 *complaints*).
- The higher number of complaints in January compared to February was due to winter parking enforcement and additional Ordinance/Code violations.

Comparing the same reporting period in 2023 to 2022

- Assaults have *increased*.
- Burglary has *decreased*.
- Larceny has stayed the *same*.
- Damage to Property has *increased*.
- Fraud complaints have *increased*.
- Traffic Crashes have *decreased*.
- Traffic and Parking Violations have *increased*.
- Family Offense-Other and Family-Child Abuse/Neglect stayed the *same*.

Code/Ordinance Enforcement

Comparing the same reporting period in 2023 to 2022

- **2023** (45 cases), **2022** (79 cases).

The statistics/numbers for 2023 does NOT include open code violations from previous years.

- 3 properties with *Blight/Rubbish* violations.
- 17 *Vacant Properties*. We are continually updating and registering properties.
- 2 *Animal Complaints*.
- 0 *Golf Carts/ORV/ATV* traffic stops for non-compliance of ordinance.
- 18 *Inoperable Vehicle Ordinance* violations.
- 2 *Recreational Vehicle Storage* violations.
- 0 properties in violation of the *Grass/Weed Ordinance*.

These numbers are total complaints investigated. Attached is an Offense Report indicating violation, location, and status of the investigation.

Meetings

- Chief Freeman & Sgt Pierce attended the Village Council Meeting.
- Sergeant Pierce attended the Winter Bliss preparation meetings.
- Sergeant Pierce attended the Personnel & Public Safety Meeting.
- Chief Freeman attended meetings/discussions with Superintendent Zimba regarding the full-time SRO implementation.

Training

- The department has begun training for use of the Intoxilyzer 9000. The Intoxilyzer will replace the current Datamaster used for OWI arrests. As of this date, Sgt Pierce and Officer Hartzell have completed the training.
- Officer Miller attended Motor Vehicle Code Update.

Significant Events Investigated in January

- Traffic Crash involving OWI and numerous traffic offenses
- Felony Arrest
- Multiple Fraud/Identify Theft
- Child Abuse/CSC
- Elder Abuse

Public Relations

- Officers have continued walk throughs of various sporting events and the schools when the SRO is not present.
- Officers continue conducting periodic walk throughs and contacts of local businesses.

Offense Count Report

Report Criteria:

Start Offense	End Offense	Officer
01000	PTL	ALL
JAN	FEB	
01/01/2023-01/31/2023	02/01/2023-02/23/2023	

Offense	Description	JAN	FEB
13001	NONAGGRAVATED ASSAULT	2	1
13003	INTIMIDATION/STALKING	1	0
23003	LARCENY - THEFT FROM A BUILDING	1	0
23007	LARCENY - OTHER	0	1
26001	FRAUD - FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	2	1
26007	FRAUD - IDENTITY THEFT	1	0
26008	FRAUD - HACKING/COMPUTER INVASION	0	1
29000	DAMAGE TO PROPERTY	2	0
38001	FAMILY - CHILD ABUSE/NEGLECT NONVIOLENT	0	1
38003	OTHER FAMILY OFFENSE	1	0
41002	LIQUOR VIOLATIONS - OTHER	0	1
50000	OBSTRUCTING JUSTICE	3	2
54001	HIT AND RUN MOTOR VEHICLE ACCIDENT	1	0
54002	OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	1	1
54003	TRAFFIC OFFENSE	3	6
55000	HEALTH AND SAFETY	0	2
57001	TRESPASS	0	1
70000	JUVENILE RUNAWAY	2	0
72000	ANIMAL CRUELTY	0	1
73000	MISCELLANEOUS CRIMINAL OFFENCE	3	0
91001	DELINQUENT MINORS	1	0
93001	TRAFFIC CRASH	1	2
93002	NONTRAFFIC CRASH	0	1
93003	TRAFFIC VIOLATION - CIVIL	5	5
93004	PARKING	32	14
93006	TRAFFIC POLICING	1	2
93008	BREATHALYZER INSPECTION	1	0
94001	VALID ALARM ACTIVATION	1	0
94002	FALSE ALARM ACTIVATION	5	0
98002	INVESTIGATION - VEHICLE	1	0
98004	OTHER INSPECTION	11	6
98006	CIVIL MATTER	5	5
98007	SUSPICIOUS SITUATION	3	5
98008	FOUND/LOST PROPERTY	3	0
99001	SUICIDE OR ATTEMPT	0	2
99002	NATURAL DEATH	1	1
99003	MISSING PERSON	1	0
99008	GENERAL ASSISTANCE-NON POLICE AGENCY	14	7
99009	GENERAL NON-CRIMINAL	4	1
99010	VILLAGE ORDINANCE VIOLATION	1	0
99010A	ANIMALS	2	0
99010H	RECREATIONAL VEHICLE STORAGE	1	1
99010J	INOPERABLE VEHICLE	12	6
99010N	UNNECESSARY NOISE	1	0
99010R	RUBBISH/GARBAGE IN YARD	3	0
99010V	VACANT PROPERTY	16	1

Offense Count Report

Report Criteria:

Start Offense	End Offense	Officer
01000	PTL	ALL
JAN	FEB	
01/01/2023-01/31/2023	02/01/2023-02/23/2023	

Offense	Description	JAN	FEB
99010Z	ZONING	1	0
99013	ASSIST TO ANOTHER POLICE AGENCY	11	6
Totals:		161	84

Offense Count Report

Report Criteria:

Start Offense	End Offense	Officer
01000	PTL	ALL
2023	2022	
01/01/2023-02/23/2023	01/01/2022-02/23/2022	

Offense	Description	2023	2022
13001	NONAGGRAVATED ASSAULT	3	2
13003	INTIMIDATION/STALKING	1	3
22003	BURGLARY - ENTRY WITHOUT AUTHORITY, WITH OR WITHOUT FORCE	0	2
23003	LARCENY - THEFT FROM A BUILDING	1	1
23005	LARCENY - THEFT FROM MOTOR VEHICLE	0	1
23007	LARCENY - OTHER	1	0
26001	FRAUD - FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	3	1
26006	FRAUD - BAD CHECKS	0	1
26007	FRAUD - IDENTITY THEFT	1	0
26008	FRAUD - HACKING/COMPUTER INVASION	1	0
27000	EMBEZZLEMENT	0	1
29000	DAMAGE TO PROPERTY	2	0
36004	SEX OFFENCE - OTHER	0	2
38001	FAMILY - CHILD ABUSE/NEGLECT NONVIOLENT	1	0
38003	OTHER FAMILY OFFENSE	1	2
41002	LIQUOR VIOLATIONS - OTHER	1	0
50000	OBSTRUCTING JUSTICE	5	2
54001	HIT AND RUN MOTOR VEHICLE ACCIDENT	1	4
54002	OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	2	1
54003	TRAFFIC OFFENSE	9	0
55000	HEALTH AND SAFETY	2	1
57001	TRESPASS	1	1
70000	JUVENILE RUNAWAY	2	1
72000	ANIMAL CRUELTY	1	0
73000	MISCELLANEOUS CRIMINAL OFFENCE	3	2
91001	DELINQUENT MINORS	1	1
92003	WALKAWAY - MENTAL	0	1
93001	TRAFFIC CRASH	3	7
93002	NONTRAFFIC CRASH	1	2
93003	TRAFFIC VIOLATION - CIVIL	10	2
93004	PARKING	46	10
93006	TRAFFIC POLICING	3	5
93007	TRAFFIC SAFETY	0	1
93008	BREATHALYZER INSPECTION	1	2
94001	VALID ALARM ACTIVATION	1	0
94002	FALSE ALARM ACTIVATION	5	3
98002	INVESTIGATION - VEHICLE	1	0
98004	OTHER INSPECTION	17	15
98005	UNFOUNDED ALARM	0	1
98006	CIVIL MATTER	10	6
98007	SUSPICIOUS SITUATION	8	13
98008	FOUND/LOST PROPERTY	3	1
99001	SUICIDE OR ATTEMPT	2	0
99002	NATURAL DEATH	2	1
99003	MISSING PERSON	1	1

Offense Count Report

Report Criteria:

Start Offense	End Offense	Officer
01000	PTL	ALL
2023	2022	
01/01/2023-02/23/2023	01/01/2022-02/23/2022	

Offense	Description	2023	2022
99008	GENERAL ASSISTANCE-NON POLICE AGENCY	21	17
99009	GENERAL NON-CRIMINAL	5	6
99010	VILLAGE ORDINANCE VIOLATION	1	1
99010A	ANIMALS	2	3
99010B	BLIGHT	0	3
99010H	RECREATIONAL VEHICLE STORAGE	2	0
99010J	INOPERABLE VEHICLE	18	34
99010N	UNNECESSARY NOISE	1	0
99010R	RUBBISH/GARBAGE IN YARD	3	13
99010S	SNOWMOBILES	0	1
99010V	VACANT PROPERTY	17	24
99010Z	ZONING	1	0
99013	ASSIST TO ANOTHER POLICE AGENCY	17	10
99911	911 HANGUP CALL	0	2
Totals:		245	214

Offense Count Report

Report Criteria:

Start Offense	End Offense	Officer
99010	99010Z	ALL
2023	2022	
01/01/2023-02/23/2023	01/01/2022-02/23/2022	

Offense	Description	2023	2022
99010	VILLAGE ORDINANCE VIOLATION	1	1
99010A	ANIMALS	2	3
99010B	BLIGHT	0	3
99010H	RECREATIONAL VEHICLE STORAGE	2	0
99010J	INOPERABLE VEHICLE	18	34
99010N	UNNECESSARY NOISE	1	0
99010R	RUBBISH/GARBAGE IN YARD	3	13
99010S	SNOWMOBILES	0	1
99010V	VACANT PROPERTY	17	24
99010Z	ZONING	1	0
Totals:		45	79

Offense Count Report

Report Criteria:

Start Offense	End Offense	Officer
99010	99010Z	ALL
FEB	JAN	
02/01/2023-02/23/2023	01/01/2023-01/31/2023	

Offense	Description	FEB	JAN
99010	VILLAGE ORDINANCE VIOLATION	0	1
99010A	ANIMALS	0	2
99010H	RECREATIONAL VEHICLE STORAGE	1	1
99010J	INOPERABLE VEHICLE	6	12
99010N	UNNECESSARY NOISE	0	1
99010R	RUBBISH/GARBAGE IN YARD	0	3
99010V	VACANT PROPERTY	1	16
99010Z	ZONING	0	1
Totals:		8	37

Offense Report

Report Criteria:

Start Date	End Date	Start Offense	End Offense	Status
01/01/2023	02/23/2023	99010	99010Z	ALL

Incident	Rprt Date	Description	Area	Officer	Status
<i>9901-0 -- VILLAGE ORDINANCE VIOLATION</i>					Count: 1
23-000019	01/05/2023	Overnight Parking (Semi) - Sherman St & Huron St		FREEMAN, JAMES	Unfounded
<i>9901-0A -- ANIMALS</i>					Count: 2
23-000074	01/15/2023	Barking Dog - 6360 Houghton St		OWENS, WILLIAM	Closed
23-000098	01/19/2023	Aggressive Dog - 4153 Maple St (J Green)		FREEMAN, JAMES	Turned Over Animal Control
<i>9901-0H -- RECREATIONAL VEHICLE STORAGE</i>					Count: 2
23-000057	01/11/2023	Recreational Storage - 6414 Garfield Ave (D Kester)		MILLER, KENNETH	Open
23-000229	02/21/2023	Recreational Storage - 6337 Beechwood Dr (J Kuntz)		MILLER, KENNETH	Open
<i>9901-0J -- INOPERABLE VEHICLE</i>					Count: 18
23-000020	01/05/2023	Inoperable Vehicle - 6658 Huron St (S Ingram)		MILLER, KENNETH	Complied
23-000023	01/05/2023	Inoperable Vehicle - 4325 Woodland Ave (D Peters)		MILLER, KENNETH	Open
23-000024	01/05/2023	Inoperable Vehicle - 6632 Huron St (D Wilcox)		MILLER, KENNETH	Open
23-000051	01/10/2023	Inoperable Vehicle - 6379 Sixth St (J Hill)		MILLER, KENNETH	Open
23-000056	01/11/2023	Inoperable Vehicle - (T Welby)		MILLER, KENNETH	Open
23-000059	01/11/2023	Inoperable Vehicle - 6447 Houghton St (C Caulkins)		MILLER, KENNETH	Open
23-000060	01/11/2023	Inoperable Vehicle - 6446 Garfield Ave (A Nelson)		MILLER, KENNETH	Open
23-000061	01/11/2023	Inoperable Vehicle - 4205 West St (K Rick)		MILLER, KENNETH	Open
23-000062	01/12/2023	Inoperable Vehicle - 6370 Houghton St (W Sarles)		MILLER, KENNETH	Open
23-000076	01/16/2023	Inoperable Vehicle - 6405 Sixth St (R Coy)		MILLER, KENNETH	Complied
23-000135	01/24/2023	Inoperable Vehicle - Garfield Ave (M Anderson)		MILLER, KENNETH	Open
23-000136	01/24/2023	Inoperable Vehicle - 6576 Third St (J Steadman)		MILLER, KENNETH	Open
23-000161	02/01/2023	Inoperable Vehicle - 4557 Seeger St (J Carr)		MILLER, KENNETH	Open
23-000164	02/02/2023	Inoperable Vehicle - 6371 Seventh St (K Dexter)		MILLER, KENNETH	Open
23-000227	02/20/2023	Inoperable Vehicle - 4215 Sherman St (S Clark)		MILLER, KENNETH	Exceptional Clearance
23-000230	02/21/2023	Inoperable Vehicle - 6628 Main St (Boscaglia)		MILLER, KENNETH	Open
23-000234	02/22/2023	Inoperable Vehicle - 6353 Seventh St (E Nizzola)		MILLER, KENNETH	Open
23-000235	02/22/2023	Inoperable Vehicle - 6705 Third St (G Kile)		MILLER, KENNETH	Open
<i>9901-0N -- UNNECESSARY NOISE</i>					Count: 1
23-000082	01/16/2023	Noise Complaint - 6694 Main St		WAGNER, JEFFREY	Unfounded
<i>9901-0R -- RUBBISH/GARBAGE IN YARD</i>					Count: 3
23-000042	01/09/2023	Rubbish on Property - 4282 West St (J Howell)		MILLER, KENNETH	Open
23-000043	01/09/2023	Rubbish on Property - 4631 Oak St (M Hawk)		MILLER, KENNETH	Open
23-000067	01/12/2023	Rubbish on Property - 6373 Sixth St (S Kokenos)		MILLER, KENNETH	Open
<i>9901-0V -- VACANT PROPERTY</i>					Count: 17
23-000026	01/05/2023	Vacant Property - 6215 Dale St		PIERCE, RYAN	Registered
23-000114	01/23/2023	Vacant Property - 6377 Seventh St (C Dotson)		PIERCE, RYAN	Registered
23-000115	01/23/2023	Vacant Property - 6395 Fourth St (P Astley)		PIERCE, RYAN	Notice Mailed
23-000116	01/23/2023	Vacant Property - 6327 Houghton St		PIERCE, RYAN	Notice Mailed
23-000117	01/23/2023	Vacant Property - 6371 Houghton St (D Manchester)		PIERCE, RYAN	Registered
23-000118	01/23/2023	Vacant Property - 6571 Houghton St		PIERCE, RYAN	Notice Mailed
23-000119	01/23/2023	Vacant Property - 6592 Third St (Bank of New York)		PIERCE, RYAN	Notice Mailed
23-000120	01/23/2023	Vacant Property - 6712 Third St		PIERCE, RYAN	Notice Mailed
23-000121	01/23/2023	Vacant Property - 4331 Seeger St		PIERCE, RYAN	Notice Mailed
23-000122	01/23/2023	Vacant Property - 4594 Seeger St		PIERCE, RYAN	Registered

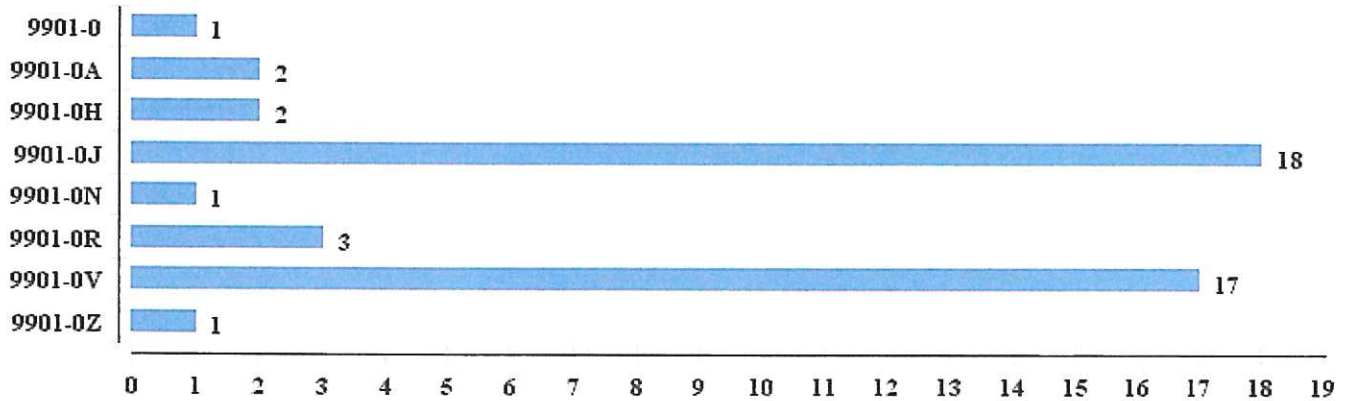
Offense Report

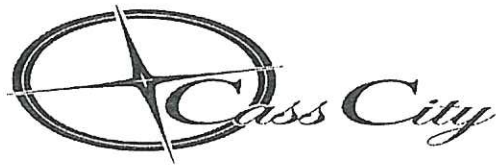
Report Criteria:

Start Date	End Date	Start Offense	End Offense	Status
01/01/2023	02/23/2023	99010	99010Z	ALL

Incident	Rprt Date	Description	Area	Officer	Status
23-000123	01/23/2023	Vacant Property - 4325 Sherman St		PIERCE, RYAN	Notice Mailed
23-000124	01/23/2023	Vacant Property - 4665 Hospital Dr (L Ross)		PIERCE, RYAN	Registered
23-000125	01/23/2023	Vacant Property - 4869 Hemlock Ln (N Leino)		PIERCE, RYAN	Notice Mailed
23-000126	01/23/2023	Vacant Property - 4663 Huron St		PIERCE, RYAN	Registered
23-000127	01/23/2023	Vacant Property - 6306 Pine St		PIERCE, RYAN	Notice Mailed
23-000134	01/24/2023	Vacant Property - 4062 E Nicholas Dr (B Chippi)		PIERCE, RYAN	Open
23-000188	02/08/2023	Vacant Property - 6694 Main St		PIERCE, RYAN	Open
9901-0Z -- ZONING					Count: 1
23-000149	01/30/2023	Zoning Violation - 6191 Church St (N Adams)		FREEMAN, JAMES	Open
					Total: 45

Offense Activity Counts





Moving Forward Working Together

Office of the Clerk/Treasurer
February 2023

The theme for the month of February was “Now for our next episode...” We were setting the calendar for next big projects, as listed below:

- Tuscola County Board of Commissioners Public Hearing on Doerr Road Property Annexation into the Village of Cass City, March 30, 2023 at 9:00 am.
- Annual Audit Field Work, April 19-21, 2023. Delivery of audit by June 30, 2023.
- Michigan Certified Assessor Technician (MCAT) Training, Kirkland Community College, April 28-30, 2023. This is Michigan Property Tax and Assessing in depth course, offered by the Michigan Department of Treasury, with certification testing, that explores:
 - Board of Review
 - Headlee Amendment
 - Proposal A, Homestead Act, Capping and Uncapping Taxable Values
 - Inflation Rate Multiplier
 - Equalization
 - Legal Descriptions
 - Tax Maps
 - Personal Property
 - Small Business Taxpayer Exemption Form
 - Eligible Manufacturing Personal Property (EMPP)
- Participation in Michigan Treasury Webinars to facilitate new and updated legislation.
- Updating the Village of Cass City’s access to new Federal, State of Mi, local and vendor software portals
- Preparing for reinvestment of maturing Certificates of Deposit, as current rates stand at 4.2% for 180 days.
- Researching and Preparing to present contracts/agreements for:
 - Codification of the Village of Cass City Code of Ordinances
 - Conversion of on-line payments portal from Point and Pay to Paymantus
 - Introduction of a Voice Over Internet Protocol (VOIP) phone system

March and April days will be filled with intense activity, and I look forward to sharing our progress throughout this journey.

Nanette Walsh, Clerk/Treasurer

