

**ESSEXVILLE CITY COUNCIL
REGULAR MEETING
JUNE 13, 2017 7:00 PM
COUNCIL CHAMBERS**

Mayor Wittbrodt called the REGULAR MEETING of the Essexville City Council held on June 13, 2017 to order at 7:00 PM.

Councilmember Robert Mantei led the Pledge of Allegiance.

ROLL CALL

The following City Council Members were present at the meeting: Jennifer Gradowski, John Kustuch, Robert Mantei, Timothy Weiler and Mayor Scott Wittbrodt.

ABSENT: Russell Tanner

APPROVAL OF AGENDA

Gradowski, Kustuch:

Resolved the agenda be approved as written.

YES: Gradowski, Kustuch, Mantei, Weiler, Wittbrodt

Motion Carried

ABSENT: Tanner

CONSENT AGENDA

Kustuch, Mantei:

A. Resolved; City Council hereby approves the minutes of its May 9, 2017 regular meeting and May 23, 2017 special meeting, said minutes prepared by the City Clerk and submitted for the City Council's consideration at its June 13, 2017 regular meeting.

B. Resolved; the amendments recommended by the City Manager to be made to previously approved appropriations within the fiscal year 2016/2017 budget, as set forth in his communication to the City Council on this subject dated June 13, 2017 are authorized.

General Fund

Plumbing Inspector	\$ 2,000	
Insurance/Benefits		\$ 2,000
Fund Totals	\$ 2,000	\$ 2,000

Local Street Fund

Storm Drainage	\$ 6,000
Sidewalk Repair/Maintenance	\$ 1,200
Maintenance	\$ 7,000
Insurance/Benefits	\$ 8,000
Fund Totals	\$ 22,200

Rubbish/Trash Fund

Brush/Leaves	\$ 6,000	
Rubbish Collection		\$ 6,000
Fund Totals	\$ 6,000	\$ 6,000

Justice Training Fund

Education & Training	\$ 1,140
Fund Totals	\$ 1,140

Sewer Fund

Debt Service	\$ 13	
Administraton		\$ 13
Fund Totals	\$ 13	\$ 13

Water Fund

Insurance/Benefits	\$ 19,000	
Capital Projects		\$ 19,000
Fund Totals	\$ 19,000	\$ 19,000

Motor Vehicle Fund

Insurance/Benefits	\$ 4,000	
Capital Projects		\$ 4,000
Fund Totals	\$ 4,000	\$ 4,000

YES: Kustuch, Mantei, Gradowski, Weiler, Wittbrodt
 ABSENT: Tanner

Motion Carried

SELECTION OF NOMINEE TO FILL VACANT CITY COUNCIL SEAT

Mayor Wittbrodt thanked the candidate present for his interest in the vacant City Council seat. The candidate introduced himself and give a brief overview of why he would like to be on the City Council.

Ballot results for selecting a Council member for the vacancy left by Council member Thomas Rehmus term expiring 11/20/2017:

Ballot #1

Councilmember Gradowski voted for	Dennis Rondeau
Councilmember Kustuch voted for	Dennis Rondeau
Councilmember Mantei voted for	Dennis Rondeau
Councilmember Weiler voted for	Dennis Rondeau
Mayor Wittbrodt voted for	Dennis Rondeau

Dennis Rondeau received: 5 votes

CONSIDERATION OF APPOINTING DENNIS RONDEAU TO THE CITY COUNCIL

Weiler, Mantei:

Resolved; that Dennis Rondeau, 704 Langstaff, be appointed to the City Council to fill the partial term expiring on 11/20/2017 left by Thomas Rehmus.

YES: Weiler, Mantei, Gradowski, Kustuch, Wittbrodt
 ABSENT: Tanner

Motion Carried

The City Clerk swore Dennis Rondeau in as City Councilmember and he took a seat at the council table.

CITIZEN INPUT

The following citizens addressed the Council:

Bernice Shelegey, 1009 Nebobish Avenue

COUNTY COMMISSIONER'S REPORT

Mr. Lutz, County Commissioner, was not in attendance.

COMMITTEE REPORTS

FINANCE COMMITTEE

PAYMENT OF BILLS

Weiler, Gradowski:

Resolved; that expense vouchers 76 through 77 totaling \$140,702.40 and payroll voucher 78 through 82 totaling \$92,466.05 for a grand total of \$233,168.45 paid as stated.

YES: Weiler, Gradowski, Mantei, Kustuch, Rondeau, Wittbrodt

Motion Carried

ABSENT: Tanner

LEGISLATIVE COMMITTEE

Councilmember Kustuch had no report.

MUNICIPAL RELATIONS COMMITTEE

Co-Chairmember Councilmember Weiler had no report.

PARKS AND RECREATION COMMITTEE

Councilmember Gradowski reported on Smith Park and the soon to be Ransom Essex Park.

PUBLIC IMPROVEMENT COMMITTEE

Councilmember Gradowski, had no report.

PUBLIC RELATIONS COMMITTEE

Councilmember Gradowski reported on the following items:

- Kid's Fest is scheduled for September 30th, 2017
- She is still looking into Mayor's Exchange
- Curb Appeal Award judging was June 12 at 6:00 p.m. She showed a presentation on the winners and honorable mentions.

UTILITY AND SPECIAL COMMITTEE

Councilmember Kustuch had no report.

PLANNING COMMISSION

Councilmember Mantei filled in for Councilmember Weiler at the planning commission meeting where the board approved the Capital Improvement Plan.

DOWNTOWN DEVELOPMENT AUTHORITY

There was not a meeting.

MAYOR'S REPORT

Mayor Wittbrodt reported on the following:

- Curb Appeal Award
- Marathon Gas Station renovations
- Neighborhood Watch Meeting is scheduled for Thursday, June 15, 2017 at 5:30 p.m. at the St. John's School Cafeteria

ATTORNEY'S REPORT

City Attorney Pergande reported on the following:

- Water Line Easements
- Draft of the Sign Ordinance is ready to be presented to the Legislative Committee

CITY MANAGER'S REPORT

City Manager, Dan Hansford, reported on the following:

- Planning Commission Meeting
- Capital Improvement Plan
- Renewal of MML Liability Insurance
- Chief Gutzwiller was sworn in on Monday, June 5th
- Public Safety Award Ceremony is scheduled for Tuesday, July 11th at the City Council meeting
- Water Line Project
- Easements
- Search for a new Director at Bay County Department of Water and Sewer

PUBLIC HEARING(S)

PUBLIC HEARING – CITY MANAGER'S PROPOSED FISCAL YEAR 2017/2018 BUDGET

The Mayor opened the Public Hearing at 7:46 P.M.

There was no public comment on the Budget.

The Mayor Closed the Public Hearing at 7:47 P.M..

CONSIDERATION OF BUDGET ADOPTION RESOLUTION AND APPROPRIATIONS ACT ADOPTING THE FISCAL YEAR 2017/2018 BUDGET

Kustuch, Gradowski:

Whereas; in accordance with the City Charter and law, the City Manager has prepared an annual budget for fiscal year 2017/2018 and submitted said budget to the City Council for its review and consideration, and

Whereas; in accordance with the City Charter and law, the budget documents have been available for public review and comment, and

Whereas; in accordance with the City Charter and law, a public hearing was held during a regular meeting of the City Council on June 1, 2017 to receive further public input on the proposed budget, and

Whereas; the City Council after its review and consideration of public comment has made adjustments to the proposed budget it has deemed appropriate,

Now, therefore it is resolved; that the City Council does hereby adopt the "Budget Adoption and Appropriations Act For Fiscal Year 2017/2018" as prepared by the City Manager and presented to the City Council at its June 13, 2017 regular meeting thereby adopting the annual budget for the City of Essexville for its fiscal year beginning July 1, 2017 through and including June 30, 2018.

YES: Kustuch, Gradowski, Mantei, Rondeau, Weiler, Wittbrodt, Motion Carried

ABSENT: Tanner

PUBLIC HEARING – CITY MANAGER'S PROPOSED SIX-YEAR CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEARS 2017/2018 THROUGH 2022/2023

The Mayor opened the Public Hearing at 7:49 P.M.

There was no public comment on the Capital Improvement Program

The Mayor Closed the Public Hearing at 7:50 P.M.

CONSIDERATION OF ADOPTING SIX-YEAR CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEARS 2017/2018 THROUGH 2022/2023

Weiler, Mantei:

Whereas; in accordance with the City Charter and law, the City Manager has prepared a Capital Improvements Program for the City of Essexville and for fiscal years 2017/2018 through 2022/2023 and submitted said Capital Improvements Program to the Planning Commission and to the City Council for review and consideration, and

Whereas; the Planning Commission has reviewed the proposed Capital Improvements Program and found that the proposed improvements and purchases are desirable and needed, and

Whereas; in accordance with the City Charter and law, the Capital Improvements Program documents have been available for public review and comment, and

Whereas; in accordance with the City Charter and law, a public hearing was held during a regular meeting of the City Council on June 13, 2017 to receive further public input on the proposed Capital Improvements Program, and

Whereas; the City Council after its review and consideration of public comment has made adjustments to the proposed Capital Improvements Program it has deemed appropriate, and

Whereas; the Planning Commission has recommended to the City Council that it adopt the proposed Capital Improvements Program,

Now, therefore it is resolved; that the City Council does hereby adopt the Capital Improvement Program covering fiscal years 2017/2018 through 2022/2023 as prepared by the City Manager and recommended for adoption by the Planning Commission.

YES: Weiler, Mantei, Gradowski, Kustuch, Rondeau, Wittbrodt

Motion Carried

ABSENT: Tanner

UNFINISHED BUSINESS

None

NEW BUSINESS

CONSIDERATION OF DESIGNATING AUTHORIZED INDIVIDUALS TO REQUEST PAYMENT DISBURSEMENTS FROM THE USDA FOR THE WATER LINE PROJECT.

Kustuch, Weiler:

Resolved; the City Council hereby authorizes the City Treasurer or Manager to request the disbursements from the USDA for the Water Transmission Line Project.

YES: Kustuch, Weiler, Gradowski, Mantei, Rondeau, Wittbrodt

Motion Carried

ABSENT: Tanner

CONSIDERATION OF AUTHORIZING THE CITY TREASURER TO ADD DELINQUENT UTILITY AND ACCOUNTS RECEIVABLE SPECIAL ASSESSMENTS TO THE 2017 SUMMER TAX ROLL.

Weiler, Kustuch:

Resolved; as set forth in the City Manager's communication to the City Council on this subject dated June 1, 2017; these special assessments are authorized to be added to the 2017 summer tax roll by the City Treasurer.

YES: Weiler, Kustuch, Mantei, Gradowski, Rondeau, Wittbrodt

Motion Carried

ABSENT: Tanner

CONSIDERATION OF AMENDING THE FEE SCHEDULE FOR MISCELLANEOUS SERVICES.

Kustuch, Mantei:

Resolved; that the changes to the "Schedule of Miscellaneous Fees and Charges" recommended by the City Manager and as set forth in his

communication to the City Council dated June 6, 2017 regarding this subject are approved effective July 1, 2017.

YES: Kustuch, Mantie, Gradowski, Rondeau, Weiler, Wittbrodt Motion Carried
ABSENT: Tanner

CONSIDERATION OF RENEWING PROPERTY, CASUALTY AND GENERAL LIABILITY INSURANCE COVERAGE WITH THE MICHIGAN MUNICIPAL LEAGUE’S LIABILITY & PROPERTY POOL.

Gradowski, Weiler:

Resolved; based on the City Manager having found no advantage to seek competitive bids, the City Council hereby authorizes the Mayor and the City Clerk to execute an Intergovernmental Contract with the Michigan Municipal League Liability and Property Pool to renew the City’s general liability, property and casualty insurance coverage for the period beginning July 1, 2017 through July 1, 2018.

YES: Gradowski, Weiler, Kustuch, Mantei, Rondeau, Wittbrodt Motion Carried
ABSENT: Tanner

CONSIDERATION OF APPROVING A RESOLUTION FOR A DEFICIT REDUCTION PLAN FOR THE STATE OF MICHIGAN TREASURY DEPARTMENT TO ELIMINATE THE DEFICIT POSITION OF THE WATER FUND AND SEWER FUND WHICH WAS INCURRED BY THE WATER LINE PROJECT DURING THE 2015/2016 FISCAL YEAR.

Kustuch, Weiler:

Resolved; the City Council hereby approves the deficit reduction plan for the Water and Sewer Funds of the City of Essexville as suggested, implemented and completed as of the date of this document.

YES: Kustuch, Weiler, Gradowski, Mantei, Rondeau, Wittbrodt Motion Carried
ABSENT: Tanner

INFORMATIONAL COMMUNICATIONS

Miscellaneous Informational Communications were received for the Council’s review.

CITIZEN INPUT

The following citizens addressed the Council:
None

ADJOURNMENT

Kustuch, Mantei:

Resolved; that the meeting be adjourned.

YES: Unanimous Motion Carried
ABSENT: Tanner

The meeting adjourned at 8:05 PM

Scott Wittbrodt
Mayor

Sarah J. Wilcox
City Clerk
