

**ESSEXVILLE CITY COUNCIL
REGULAR MEETING
DECEMBER 12, 2017 7:00 PM
COUNCIL CHAMBERS**

Mayor Scott Wittbrodt called the REGULAR MEETING of the Essexville City Council held on December 12, 2017 to order at 7:00 PM.

Councilmember Timothy Weiler, led the Pledge of Allegiance.

ROLL CALL

The following City Council Members were present at the meeting: Jennifer Gradowski, Adam Hughes, Dennis Rondeau, Russell Tanner, Timothy Weiler, and Mayor Scott Wittbrodt.

ABSENT: John Kustuch

APPROVAL OF AGENDA

Weiler, Tanner:

Resolved the agenda be approved as written.

YES: Weiler, Tanner, Gradowski, Hughes, Rondeau, Wittbrodt

Motion Carried

ABSENT: Kustuch

CONSENT AGENDA

Weiler, Tanner:

A. Resolved; City Council hereby approves the minutes of its November 20, 2017 regular meeting, said minutes prepared by the City Clerk and submitted for the City Council's consideration at its December 12, 2017 regular meeting.

YES: Weiler, Tanner, Gradowski, Hughes, Rondeau, Wittbrodt

Motion Carried

ABSENT: Kustuch

PRESENTATIONS

Dave Gwizdala, representative from Quast Janke, presented the City's 2016/2017 financial audit to the Council.

CITIZEN INPUT

The following citizens addressed the Council:

Fran DeWyse, 96 E. Center Rd.

COUNTY COMMISSIONER'S REPORT

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

COMMITTEE REPORTS

FINANCE COMMITTEE

PAYMENT OF BILLS

Rondeau, Hughes:

Resolved; that expense vouchers 45 through 46 totaling \$146,897.92 and payroll voucher 47 through 52 totaling \$88,740.67 for a grand total of \$235,638.59 paid as stated.

YES: Rondeau, Hughes, Gradowski, Tanner, Weiler, Wittbrodt

Motion Carried

ABSENT: Kustuch

CONSIDERATION OF ADOPTING THE 2016/2017 FINANCIAL AUDIT

Rondeau, Hughes:

Resolved; the City Council hereby receives and accepts the annual audit of the City's financial statements for fiscal year ended June 30, 2017 said audit prepared by Quast Janke & Company and presented to the City Council at its regular meeting of December 12, 2017 for its review and discussion.

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

LEGISLATIVE COMMITTEE

Co-Chair Councilmember Weiler reported the council will be taking action on the minor in possession ordinance under new business.

MUNICIPAL RELATIONS COMMITTEE

Councilmember Tanner had no report.

PARKS AND RECREATION COMMITTEE

Councilmember Gradowski had no report.

PUBLIC IMPROVEMENT COMMITTEE

Councilmember Rondeau had no report.

PUBLIC RELATIONS COMMITTEE

Councilmember Gradowski gave a report on Citizen of the Year award. The committee will be meeting right after the city council meeting to discuss the 150th year celebration.

UTILITY AND SPECIAL COMMITTEE

Councilmember Weiler had no report.

PLANNING COMMISSION

Councilmember Weiler had no report.

DOWNTOWN DEVELOPMENT AUTHORITY

Councilmember Tanner had no report.

MAYOR'S REPORT

Mayor Wittbrodt reported on the following:

- Attended the water advisory meeting on December 7th.

ATTORNEY'S REPORT

City Attorney Pergande explained the minor in possession ordinance.

CITY MANAGER'S REPORT

City Manager, Dan Hansford, reported on the following:

- An expired drug disposal drop box for city hall may be in the works from Walgreen Drugs.
- There will be a short Public Relations Committee meeting after council tonight to discuss the Sesquicentennial
- Christmas luncheon at the Department of Public Works Building on Friday, December 15th at 12:00 p.m.
- Paid Time Off policy
- Water line update
- Attended a copper and lead water meeting today at Bay County.

PUBLIC HEARING(S)

None

UNFINISHED BUSINESS

None

NEW BUSINESS

CONSIDERATION OF PURCHASING CITY STAFF GIFT CERTIFICATES FOR CHRISTMAS. Council gave City Manager Hansford direction to purchase gift certificates for the full time staff and part paid firefighters.

CONSIDERATION OF REVISING TO THE PERSONNEL POLICY TO STANDARDIZE THE PAID TIME OFF (PTO) TO EQUALIZE ALL DEPARTMENTS AND LESSON THE RECORD KEEPING BURDEN FOR THE CITY.

Council tabled this issue until a later meeting.

CONSIDERATION OF INTRODUCING ORDINANCE NO. 2017-8 AN ORDINANCE TO AMEND THE CITY CODE BY REPEALING CHAPTER 18 OF TITLE IX AND INCLUDE A NEW CHAPTER 18 OF TITLE IX PERTAINING TO MINOR POSSESSION OF INTOXICATING BEVERAGES.

Weiler, Hughes:

Resolved; Ordinance No. 2017-8 AN ORDINANCE TO REPEAL CHAPTER 18 OF TITLE IX OF THE CODE OF ORDINANCES OF THE CITY OF ESSEXVILLE (ENTITLED “POSSESSION BY MINOR OF INTOXICATING BEVERAGES) AND TO AMEND THE CODE OF ORDINANCES TO INCLUDE A NEW CHAPTER 18 OF TITLE IX TO BE ENTITLED “POSSESSION BY MINOR OF INTOXICATING BEVERAGES” OF SAID CODE is hereby first introduced, considered and adopted as an ordinance of the CITY OF ESSEXVILLE subject to final consideration and action by the CITY COUNCIL at a later meeting.

YES: Weiler, Hughes, Gradowski, Rondeau, Tanner, Wittbrodt

Motion Carried

ABSENT: Kustuch

INFORMATIONAL COMMUNICATIONS

None

CITIZEN INPUT

The following citizens addressed the Council:

Russell Tanner, 1411 Borton Avenue
Sarah Wilcox, 1107 Woodside Avenue

EXECUTIVE SESSION

None

ADJOURNMENT

Tanner, Rondeau:

Resolved; that the meeting be adjourned.

YES: Unanimous voice vote

Motion Carried

ABSENT: Kustuch

The meeting adjourned at 9:02 pm.

Scott Wittbrodt
Mayor

Sarah Wilcox
City Clerk

**ESSEXVILLE CITY COUNCIL
SPECIAL MEETING
December 15, 2017 1:00 PM
DEPARTMENT OF PUBLIC WORKS BUILDING**

Mayor Wittbrodt called the SPECIAL MEETING of the Essexville City Council held on December 15, 2017 to order at 1:20 PM.

Councilmember Dennis Rondeau, led the Pledge of Allegiance.

ROLL CALL

The following City Council Members were present at the meeting: Adam Hughes, Dennis Rondeau, Russell Tanner and Scott Wittbrodt.

ABSENT: Jennifer Gradowski, John Kustuch, Timothy Weiler

APPROVAL OF AGENDA

Rondeau, Tanner:

Resolved the agenda be approved as written.

YES: Rondeau, Tanner, Hughes, Wittbrodt

Motion Carried

ABSENT: Gradowski, Kustuch, Weiler

UNFINISHED BUSINESS

CONSIDERATION OF REVISING THE PERSONNEL POLICY TO STANDARDIZE THE PAID TIME OFF (PTO) TO EQUALIZE ALL DEPARTMENTS AND LESSON THE RECORD KEEPING BURDEN FOR THE CITY.

Rondeau, Hughes:

Resolved; the personnel policy of the City be amended to utilize the Paid Time Off (PTO) method of accounting for employee benefit time off.

YES: Rondeau, Hughes, Tanner, Wittbrodt

Motion Carried

ABSENT: Gradowski, Kustuch, Weiler

CITIZENS INPUT

Dennis Rondeau, 704 Langstaff

ADJOURNMENT

Hughes, Tanner:

Resolved; that the meeting be adjourned.

YES: Unanimous voice vote

Motion Carried

ABSENT: Gradowski, Kustuch, Weiler

The meeting adjourned at 1:30 pm.

Scott Wittbrodt
Mayor

Sarah Wilcox
City Clerk