

**ESSEXVILLE CITY COUNCIL  
REGULAR MEETING  
JUNE 9, 2020 7:00 PM  
ESSEXVILLE FIRE BARN**

Mayor Scott Wittbrodt called the REGULAR MEETING of the Essexville City Council held on June 9, 2020 to order at 7:00 PM.

City Manager, Dan Hansford, led the Pledge of Allegiance.

**ROLL CALL**

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

ABSENT: Jack Covieo

**APPROVAL OF AGENDA**

Hughes, Rondeau:

**Resolved the agenda be approved as amended, item g. under Consent Agenda was moved to New Business as item f.**

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

Motion Carried

ABSENT: Covieo

NO: None

**CONSENT AGENDA**

Rondeau, Gradowski:

- A. **Resolved; City Council hereby approves the minutes of its May 12, 2020 regular meeting and May 13, 2020 special meeting, said minutes prepared by the City Clerk and submitted for the City Council's consideration at its May 13, 2020 regular meeting.**
- B. **Resolved: That ordinance of the City known as Chapter 6 entitled "Rental Properties" of Title VII of the Code of Ordinances of the City of Essexville is hereby repealed and a new ordinance also to be entitled "Rental Properties" is hereby created in its place and stead which shall be known as Chapter 6 of Title VII of the Code of Ordinances. This resolution be considered the second and final reading of its passage as required by the City Charter.**
- C. **Resolved; The Essexville City Council in accordance with Section 1.2 of Chapter 1 of Title I of the Code of Ordinances of the City of Essexville, a new Chapter of the Code of Ordinances is hereby created, which shall be entitled "UNSAFE STRUCTURES", and shall be designated Chapter 18 of Title VIII of the Code of Ordinances at this the final reading of said Ordinance.**
- D. **Resolved, the Mayor and the City Clerk are authorized to execute an agreement with the Bay Arenac Intermediate School District for the collection of school property taxes for the summer of 2020 such agreement subject to approval by the City Manager as to substance and the City Attorney as to form.**
- E. **Resolved, the Mayor and the City Clerk are authorized to execute an agreement with Delta College for the collection of school property taxes for the summer of 2020 such agreement subject to approval by the City Manager as to substance and the City Attorney as to form.**
- F. **Resolved, the Mayor and the City Clerk are authorized to execute an agreement with Essexville-Hampton School District for the collection of school property taxes for the summer of 2020 such agreement subject to**

**approval by the City Manager as to substance and the City Attorney as to form.**

- H. Resolved; the City Council hereby receives and accepts the “Quarterly Investment Report for the Month Ending April 30, 2020” prepared by the City Treasurer pursuant to the City Council’s Investment Policy.**

YES: Rondeau, Gradowski, Connelly, Hughes, Tanner, Wittbrodt Motion Carried

ABSENT: Covieo

NO: None

## **PRESENTATIONS**

None

## **CITIZEN INPUT**

The following citizens addressed the Council:

Dennis Rondeau, 704 Langstaff

Jennifer Gradowski, 408 Sharpe

Adam Hughes, 610 Main

## **COUNTY COMMISSIONER’S REPORT**

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

## **COMMITTEE REPORTS**

### **FINANCE COMMITTEE**

#### **PAYMENT OF BILLS**

Gradowski, Connelly:

**Resolved; that expense vouchers 72 through 73 totaling \$81,634.71 and payroll voucher 74 through 78 totaling \$81,672.16 for a grand total of \$163,306.87 paid as stated.**

YES: Gradowski, Connelly, Hughes, Rondeau, Tanner, Wittbrodt Motion Carried

ABSENT: Covieo

NO: None

### **LEGISLATIVE COMMITTEE**

Councilmember Connelly had no report.

### **MUNICIPAL RELATIONS COMMITTEE**

Councilmember Rondeau had no report.

### **PARKS AND RECREATION COMMITTEE**

Councilmember Gradowski reported there are three individuals interested in becoming a committee called “Friends of Ransom Essex Park” who will help keep the park looking nice. She is looking into the possibility of putting a couple Frisbee golf baskets in the Ransom Essex Park.

### **PUBLIC IMPROVEMENT COMMITTEE**

Co-Chair Councilmember Rondeau had no report.

### **PUBLIC RELATIONS COMMITTEE**

Councilmember Gradowski reported the deadline and judging for the Curb Appeal Award will be June 30<sup>th</sup>, and encouraged everyone to nominate someone.

### **UTILITY AND SPECIAL COMMITTEE**

Councilmember Connelly had no report.

**PLANNING COMMISSION**

Councilmember Gradowski reported that the commission met on June 3<sup>rd</sup> to review the Capital Improvement Program.

**DOWNTOWN DEVELOPMENT AUTHORITY**

No Meeting

**MAYOR'S REPORT**

Mayor Wittbrodt reported on the following:

- He attended the Planning Commission meeting.

**ATTORNEY'S REPORT**

City Attorney Pergande reported that the Charter Revision Commission met on June 7<sup>th</sup> for an organizational meeting. He reviewed the trampoline ordinance and took questions from the council.

**CITY MANAGER'S REPORT**

City Manager, Dan Hansford, reported on the following:

- Trampoline ordinance.
- Rental properties ordinance.
- Unsafe structure ordinance.
- Answered questions from the council.

**PUBLIC HEARING(S)– CITY MANAGER'S PROPOSED FISCAL YEAR 2020/2021 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 8:00 P.M..

**CONSIDERATION OF BUDGET ADOPTION RESOLUTION AND APPROPRIATIONS ACT ADOPTING THE FISCAL YEAR 2020/2021 BUDGET**

Gradowski, Rondeau:

**Whereas; in accordance with the City Charter and law, the City Manager has prepared an annual budget for fiscal year 2020/2021 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 9, 2020 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 2020/2021" as prepared by the City Manager and presented to the City Council at its June 9, 2020 regular meeting thereby adopting the annual budget for the City of Essexville for its fiscal year beginning July 1, 2020 through and including June 30, 2021.**

YES: Gradowski, Rondeau, Connelly, Hughes, Tanner, Wittbrodt,  
ABSENT: Covieo  
NO: None

Motion Carried

**PUBLIC HEARING – CITY MANAGER’S PROPOSED SIX-YEAR CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEARS 2020/2021 THROUGH 2026/2027**

The Mayor opened the Public Hearing at 8:02 P.M.

There was no public comment on the Capital Improvement Program

The Mayor Closed the Public Hearing at 8:04 P.M.

**CONSIDERATION OF ADOPTING SIX-YEAR CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEARS 2019/2020 THROUGH 2026/2027**

Rondeau, Hughes:

**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 2020/2021 through 2026/2027 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 9, 2020 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 2020/2021 through 2026/2027 as prepared by the City Manager and recommended for adoption by the Planning Commission.**

YES: Rondeau, Hughes, Connelly, Gradowski, Tanner, Wittbrodt  
ABSENT: Covieo  
NO: None

Motion Carried

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

**CONSIDERATION OF AMENDING THE FEE SCHEDULE FOR MISCELLANEOUS SERVICES.**  
Hughes, Rondeau:

**Resolved; that consideration for approving the Fee Schedule for Miscellaneous Services be postponed until the next regular meeting of the City Council.**

YES: Hughes, Rondeau, Connelly, Gradowski, Tanner, Wittbrodt Motion Carried  
ABSENT: Covieo  
NO: None

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

Hughes, Connelly:

**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, 2020 through July 1, 2021.**

YES: Hughes, Connelly, Gradowski, Rondeau, Tanner, Wittbrodt Motion Carried  
ABSENT: Covieo  
NO: None

CONSIDERATION OF ADOPTING ORDINANCE NO. 2020-5 “TRAMPOLINES”.

Gradowski, Connelly:

**Resolved; The Essexville City Council by this the first reading adopts the Ordinance by adding a new Chapter 18 of Title VIII (Building Regulations) of said Code entitled “Trampolines”**

YES: Gradowski, Connelly, Hughes, Rondeau, Tanner, Wittbrodt Motion Carried  
ABSENT: Covieo  
NO: None

CONSIDERATION OF APPROVING AN INCREASE TO THE QUARTERLY REU CHARGE.

Tanner, Hughes:

**Resolved; The City Council of Essexville hereby approves the addition of \$15.00 (fifteen dollars) to the quarterly REU charge.**

YES: Tanner, Hughes, Connelly, Gradowski, Rondeau, Wittbrodt Motion Carried  
ABSENT: Covieo  
NO: None

CONSIDERATION OF APPROVING THE ADDITION OF DELINQUENT UTILITY BILLS TO THE 2020 SUMMER TAX ROLL.

Hughes, Gradowski:

**Resolved; as set forth in the City Manager’s communication to the City Council on this subject dated June 9, 2020; these special assessments are authorized to be added to the 2020 summer tax roll by the City Treasurer.**

YES: Hughes, Gradowski, Connelly, Rondeau, Tanner, Wittbrodt Motion Carried  
ABSENT: Covieo  
NO: None

CONSIDERATION OF ADOPTING A RESOLUTION AUTHORIZING VARIOUS ADJUSTMENTS TO PREVIOUSLY APPROVED APPROPRIATIONS FOR THE FISCAL YEAR 2019/2020 BUDGET AS RECOMMENDED BY THE CITY MANAGER.

Hughes, Rondeau:

<b>General Fund</b>	<b>Increase</b>
Audit - Accounting And Audit	\$825.00
Fuel - Public Safety Fire Division	\$364.00
Fuel - Public Safety Police Division	\$15,053.00
Fuel - Department Of Public Works	\$20,506.00
To M/V Fund - Interfund Transfers Out	\$21,000.00
<b>Fund Totals</b>	<b>\$57,748.00</b>

<b>Motor Vehicle &amp; Equipment Fund</b>	<b>Increase</b>
Fuel Reimbursement PSD Fire - Miscellaneous Revenues	\$364.00
Fuel Reimbursement PSD Police - Miscellaneous Revenues	\$15,053.00
Fuel Reimbursement DPW - Miscellaneous Revenues	\$20,506.00
From General Fund - Contributions From	\$21,000.00
<b>Fund Totals</b>	<b>\$56,923.00</b>

**Resolved; the amendments recommended by the City Manager to be made to previously approved appropriations within the fiscal year 2019/2020 budget, as set forth in his communication to the City Council on this subject dated June 9, 2020 are authorized.**

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

Motion Carried

ABSENT: Covieo

NO: None

#### **INFORMATIONAL COMMUNICATIONS**

None

#### **CITIZEN INPUT**

The following citizens addressed the Council:

None

#### **EXECUTIVE SESSION**

None

#### **ADJOURNMENT**

Hughes, Tanner:

**Resolved; that the meeting be adjourned.**

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

Motion Carried

ABSENT: Covieo

NO: None

The meeting adjourned at 8:47 pm.

Scott Wittbrodt  
Mayor

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Sarah Wilcox

City Clerk

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