

**ESSEXVILLE CITY COUNCIL  
REGULAR AND ORGANIZATIONAL MEETING  
NOVEMBER 21, 2022 7:00 PM  
CITY COUNCIL CHAMBERS**

Mayor Scott Wittbrodt called the REGULAR AND ORGANIZATIONAL MEETING of the Essexville City Council held on November 21, 2022 to order at 7:00 PM.

County Commissioner Jayme Johnson, led the Pledge of Allegiance.

**CITY CLERK'S REPORT AND CERTIFICATION OF ELECTION RESULTS**

The statement of votes polled in the two (2) voting precincts of the City of Essexville at the General Election held on Tuesday, November 8, 2022 and filed with the Bay County Clerk and the Bay County Canvassing Board having duly examined and considered said statement the whole number of votes given the office of City Councilmember in the City of Essexville were as follows:

**CITY COUNCIL MEMBER (4) YEAR TERM**

Jack Covieo received: One Thousand Two Hundred Fifty Nine (1,259) votes

Write In Candidate:

Robert Mantei received: Seven (7) votes

Jack Covieo and Robert Mantei are declared elected City Council Members for the City of Essexville for a four (4) year term.

**OATH OF OFFICE**

The City Clerk administered the oath of office to Jack Covieo and Robert Mantei.

**ROLL CALL**

The following City Council Members were present at the meeting: Jack Covieo, Jennifer Gradowski, Adam Hughes, Robert Mantei, Dennis Rondeau, Todd Wendt and Mayor Scott Wittbrodt.

ABSENT: Jennifer Gradowski (Councilmember Gradowski arrived at 7:07 p.m.)

**APPROVAL OF AGENDA**

Hughes, Wendt:

**Resolved the agenda be approved as written.**

YES: Hughes, Wendt, Covieo, Gradowski, Mantei, Rondeau, Wittbrodt

Motion Carried

ABSENT: Gradowski

Councilmember Gradowski arrived at 7:07 p.m.

**NOMINATION AND APPOINTMENT OF MAYOR PRO TEM**

Gradowski, Mantei:

**Resolved; that Councilmember Jennifer Gradowski be appointed as Mayor Pro Tem.**

YES: Gradowski, Mantei, Covieo, Hughes, Rondeau, Wendt, Wittbrodt

Motion Carried

ABSENT: None

**SET REGULAR MEETING SCHEDULE**

Mantei, Covieo:

**Resolved; unless otherwise amended by action of the City Council or required by the City Charter or law, the City Council shall hold its regular monthly meetings on the second Tuesday of each month beginning at 7:00 p.m. except in**

**November when the regular and organizational meeting will be held on the second Monday following the general election.**

YES: Mantei, Covieo, Hughes, Gradowski, Rondeau, Wendt, Wittbrodt Motion Carried  
 ABSENT: None

**ADOPTION OF CITY COUNCIL RULES**

Hughes, Rondeau:

**Resolved; the City Council adopts the “Meeting and Organization Policy” previously adopted by the City Council at its November 19, 2012 Regular and Organizational meeting and as amended at its November 21, 2022 Regular and Organizational meeting.**

YES: Hughes, Rondeau, Covieo, Gradowski, Mantei, Wendt, Wittbrodt Motion Carried  
 ABSENT: None

**MAYORAL COMMITTEE ASSIGNMENTS**

I have assigned the committee appointments for 2022/2023 as follows:

<u>COMMITTEE</u>	<u>CHAIRPERSON</u>	<u>COUNCIL MEMBER</u>
Finance	Rotating Basis*	Rotating Basis*
Legislative	B. Mantei	A. Hughes
Municipal Relations	D. Rondeau	A. Hughes
Parks & Recreation	J. Gradowski	T. Wendt
Public Improvements	J. Covieo	D. Rondeau
Public Relations	J. Gradowski	D. Rondeau
Utility & Special	T. Wendt	J. Covieo

\*Rotating Schedule for Finance Committee:

November-December	D. Rondeau	A. Hughes
January-February	B. Mantei	T. Wendt
March-April	J. Gradowski	J. Covieo
May-June	A. Hughes	D. Rondeau
July-August	T. Wendt	J. Covieo
September-October	B. Mantei	J. Gradowski

The Finance Committee should meet at 6:30 p.m. on the night of the regular meeting to review the bills.

I would also like to appoint Jennifer Gradowski as liaison to the DDA and Bob Mantei as liaison to the Planning Commission

**CONSENT AGENDA**

Hughes, Wendt:

- A. Resolved; City Council hereby approves the minutes of its October 11, 2022 regular meeting, said minutes prepared by the City Clerk and submitted for the City Council’s consideration at its November 21, 2022 regular and organizational meeting.
- B. Resolved; Ordinance No. 2022-4 entitled “AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF ESSEXVILLE TO INCLUDE A NEW CHAPTER 7 OF TITLE VII TO BE ENTITLED “PEDICABS”, which was first introduced and read at the October 11, 2022 regular meeting of the City Council is hereby adopted as an Ordinance of the City of Essexville at this the second reading of said Ordinance.

YES: Hughes, Wendt, Covieo, Gradowski, Mantei, Rondeau, Wittbrodt      Motion Carried  
 ABSENT: None

**PRESENTATIONS**

None

**CITIZEN INPUT**

The following citizens addressed the Council:

- Dennis Poirier, 1265 Orchard Road, Essexville, Michigan
- Justin Ralston, 1574 Wedgewood Place, Essexville, Michigan

**COUNTY COMMISSIONER’S REPORT**

Mr. Jayme Johnson, County Commissioner, updated the council on business at Bay County and took questions from the council.

**COMMITTEE REPORTS**

**FINANCE COMMITTEE**

**PAYMENT OF BILLS**

Rondeau, Hughes:

**Resolved; that expense vouchers 33 totaling \$417,579.02 and payroll voucher 34 through 43 totaling \$105,919.60 for a grand total of \$523,498.62 paid as stated.**

YES: Rondeau, Hughes, Covieo, Gradowski, Mantei, Wendt, Wittbrodt      Motion Carried  
 ABSENT: None

**LEGISLATIVE COMMITTEE**

Councilmember Mantei had no report.

**MUNICIPAL RELATIONS COMMITTEE**

Councilmember Rondeau had no report.

**PARKS AND RECREATION COMMITTEE**

Councilmember Gradowski reported that with winter coming the park projects are on hold.

**PUBLIC IMPROVEMENT COMMITTEE**

Councilmember Covieo had no report.

**PUBLIC RELATIONS COMMITTEE**

Councilmember Gradowski reported the Citizen of the Year nomination form is going out in the newsletter with the winter tax bills. The first annual tree lighting ceremony is scheduled for Friday, December 2<sup>nd</sup>.

### **UTILITY AND SPECIAL COMMITTEE**

Councilmember Wendt had no report.

### **PLANNING COMMISSION**

No meeting, no report.

### **DOWNTOWN DEVELOPMENT AUTHORITY**

No meeting, but Councilmember Gradowski would like to schedule a meeting in the afternoon sometime in December.

### **MAYOR'S REPORT**

Mayor Wittbrodt reported on the following:

- Invited everyone to the Christmas luncheon Friday, December 16<sup>th</sup> 12:00 p.m. at the DPW facility
- He attended the municipal relations committee meeting.

### **ATTORNEY'S REPORT**

Mr. Pergande updated the council that he will stay on as the city attorney until a suitable replacement is found.

### **CITY MANAGER'S REPORT**

City Manager, Craig Goulet, reported on the following:

- Thanked City Attorney Pergande for his willingness to help the city by postponing his retirement until a suitable replacement can be found
- Thanked everyone who has committed time and resources to the first annual Christmas tree ceremony
- St. Jude's Church parking lot project
- Attended the water technical advisory committee meeting
- The proposed city charter was passed at the November 8, 2022 election
- Thanked the DPW employees for preparing the roads for winter
- The audit it scheduled to be presented at the December 13<sup>th</sup> city council meeting
- The city has a Facebook page which is Essexville City Hall
- Thanked Fire Chief Don Middleton for recruiting a group of fire fighters to who are currently going through fire training
- Answered questions from the council.

### **PUBLIC HEARING(S)**

None

### **UNFINISHED BUSINESS**

None

### **NEW BUSINESS**

CONSIDERATION OF APPROVING SPONSORSHIP OF A POLICE ACADEMY CADET.

Gradowski, Mantei:

**It is resolved, that the City Manager is authorized to enter into the attached scholarship agreement with applicants of his choosing for purpose of the recruitment of public safety officers for the City and the expenditure of the City's funds stated within it to do so.**

YES: Gradowski, Mantei, Covio, Hughes, Rondeau, Wendt, Wittbrodt

Motion Carried

ABSENT: None

**INFORMATIONAL COMMUNICATIONS**

None

**CITIZEN INPUT**

The following citizens addressed the Council:

Robert Mantei, 535 Gateway Place  
Scott Wittbrodt, 400 Valerie Court  
Craig Goulet, 202 Hart Street

**EXECUTIVE SESSION**

None

**ADJOURNMENT**

Hughes, Wendt:

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

YES: Unanimous voice vote

ABSENT: None

The meeting adjourned at 8:18 p.m.

Motion Carried

Scott Wittbrodt  
Mayor

---

Sarah Wilcox  
City Clerk

---