

**ESSEXVILLE CITY COUNCIL
REGULAR MEETING
JUNE 13, 2023 7:00 PM
CITY COUNCIL CHAMBERS**

Mayor Scott Wittbrodt called the REGULAR MEETING of the Essexville City Council held on June 13, 2023 to order at 7:00 PM.

City Councilmember, Adam Hughes, led the Pledge of Allegiance.

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: None

APPROVAL OF AGENDA

Hughes, Wendt:

Resolved the agenda be approved as written.

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

ABSENT: None

CONSENT AGENDA

Covieo, Mantei:

- A. Resolved; City Council hereby approves the minutes of its May 9, 2023 regular meeting and May 22, 2023 special meeting, said minutes prepared by the City Clerk and submitted for the City Council’s consideration at its June 13, 2023 regular meeting.**
- B. Resolved; the amendments recommended by the City Manager to be made to previously approved appropriations within the fiscal year 2022/2023 budget, as set forth in his communication to the City Council on this subject dated June 13, 2023 are authorized.**

General Fund	Increase	Decrease
Hospitalization	\$6,000	
Legal Fees	\$2,000	
City Hall - Wages	\$1,000	
City Hall - Equip Rental	\$1,000	
Forestry - F.I.C.A.	\$600	
Street Lighting - Utilities	\$7,000	
Parks - Contractual Srv	\$50	
Council - Salaries		\$2,000
City Manager – PTO Payout		\$2,500
Election - Wages		\$500
Election – Operating Supplies		\$600
Election - Printing		\$1,500
Election - Equipment		\$1,500
Audit		\$6,000
Treasurer – Office Supplies		\$1,000
Treasurer - Telephone		\$1,000
Treasurer - Education		\$14,000
Fund Totals	\$17,650	\$30,600

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Local Street Fund	Increase	
Equipment Rental	\$3,000.00	
Fund Totals	\$3,000.00	

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

PRESENTATIONS

None

CITIZEN INPUT

The following citizens addressed the Council:

Karen Pomeroy, 406 Main Street
David Stein, 902 Maple Street

COUNTY COMMISSIONER’S REPORT

Mr. Dennis Poirer, County Commissioner, updated the council on business at Bay County and took questions from the council. He invited Laura Ogar, Bay County Director of Environmental Affairs and Community Development, to report on the dredging of the Kawkawlin River.

COMMITTEE REPORTS

FINANCE COMMITTEE

PAYMENT OF BILLS

Hughes, Rondeau:

Resolved; that expense vouchers 83 totaling \$138,136.46 and payroll voucher 84 through 89 totaling \$78,286.80 for a grand total of \$216,423.26 paid as stated.

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

LEGISLATIVE COMMITTEE

Councilmember Mantei would like to meet to discuss the sign ordinance in regards to garage sale signs. The committee set up a meeting for Tuesday, June 20th at 6:00 p.m.

MUNICIPAL RELATIONS COMMITTEE

Councilmember Rondeau had no report.

PARKS AND RECREATION COMMITTEE

Councilmember Gradowski reported on progress at Ransom Essex Park and the grant for Smith Park.

PUBLIC IMPROVEMENT COMMITTEE

Councilmember Covieo had no report.

PUBLIC RELATIONS COMMITTEE

Councilmember Gradowski reported on the Curb Appeal Award. The deadline for nominations is June 30th, judging will be July 5th and award presentation July 10th.

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UTILITY AND SPECIAL COMMITTEE

Councilmember Wendt had no report.

PLANNING COMMISSION

Councilmember Mantei reported the Planning Commission met on June 1st to discuss the Capital Improvement Plan (CIP).

DOWNTOWN DEVELOPMENT AUTHORITY

Councilmember Gradowski would like the DDA to meet in order to discuss Kids'fest.

MAYOR'S REPORT

Mayor Wittbrodt reported on the following:

- Attended the Parks and Recreation Committee meeting.
- Attended the commencement at Delta College for the new Public Safety Officer.

ATTORNEY'S REPORT

No report.

CITY MANAGER'S REPORT

City Manager, Craig Goulet, reported on the following:

- Thanked the City Treasurer, Dawn Hoder, for her assistance with the budget review.
- Met with Essexville-Hampton Superintendent, Justin Ralston regarding the SRO contract.
- Met with Captain Dobbyn and Fire Chief Middleton about various grant opportunities.
- Interviews will begin for the rental coordinator/code enforcement officer position.
- The City Attorney is looking into the possibility of the city assisting the school district with enforcing in vehicles not stopping when school busses have their red flashers on.
- Discussed cybersecurity coverage through the Michigan Municipal League.

PUBLIC HEARING(S)– CITY MANAGER'S PROPOSED FISCAL YEAR 2023/2024 BUDGET

The Mayor opened the Public Hearing at 8:19 P.M.

Adam Hughes, 1902 James Street
Scott Wittbrodt, 400 Valerie Court

The Mayor Closed the Public Hearing at 8:29 P.M.

**CONSIDERATION OF BUDGET ADOPTION RESOLUTION AND APPROPRIATIONS ACT
ADOPTING THE FISCAL YEAR 2023/2024 BUDGET**

Gradowski, Rondeau:

Whereas; in accordance with the City Charter and law, the City Manager has prepared an annual budget for fiscal year 2023/2024 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

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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, 2023 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 2023/2024” as prepared by the City Manager and presented to the City Council at its June 13, 2023 regular meeting thereby adopting the annual budget for the City of Essexville for its fiscal year beginning July 1, 2023 through and including June 30, 2024.

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

PUBLIC HEARING – CITY MANAGER’S PROPOSED SIX-YEAR CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEARS 2022/2023 THROUGH 2027/2028

The Mayor opened the Public Hearing at 8:32 P.M.

Craig Goulet, 202 Hart Street

The Mayor Closed the Public Hearing at 8:33 P.M.

CONSIDERATION OF ADOPTING SIX-YEAR CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEARS 2023/2024 THROUGH 2028/2029

Gradowski, Covieo:

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 2023/2024 through 2028/2029 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, 2023 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,

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Now, therefore it is resolved; that the City Council does hereby adopt the Capital Improvement Program covering fiscal years 2023/2024 through 2028/2029 as prepared by the City Manager and recommended for adoption by the Planning Commission.

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

UNFINISHED BUSINESS

None

NEW BUSINESS

CONSIDERATION OF AMENDING THE FEE SCHEDULE FOR MISCELLANEOUS SERVICES.

Hughes, Wendt:

Resolved; that the changes to the “Schedule of Miscellaneous Fees and Charges” recommended by the City Manager are approved effective July 1, 2023.

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

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

Hughes, Wendt:

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, 2023 through July 1, 2024.

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

INFORMATIONAL COMMUNICATIONS

None

CITIZEN INPUT

The following citizens addressed the Council:

Craig Goulet, 202 Hart Street

EXECUTIVE SESSION

None

ADJOURNMENT

Gradowski, Mantei:

Resolved; that the meeting be adjourned.

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

The meeting adjourned at 8:39 p.m.

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Scott Wittbrodt
Mayor

Sarah Wilcox
City Clerk
