

**ESSEXVILLE CITY COUNCIL
REGULAR MEETING
March 12, 2024 6:00 PM
CITY COUNCIL CHAMBERS**

Mayor Scott Wittbrodt called the REGULAR MEETING of the Essexville City Council held on March 12, 2024 to order at 6:00 PM.

City Councilmember Jennifer Gradowski, Lily Doud, and Alaska Haataja led the Pledge of Allegiance.

ROLL CALL

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

ABSENT: Robert Mantei (arrived at 6:03 p.m.), Dennis Rondeau

APPROVAL OF AGENDA

Hughes, Wendt:

Resolved the agenda be approved as written.

YES: Hughes, Wendt, Covieo, Gradowski, Wittbrodt

Motion Carried

ABSENT: Mantei, Rondeau

CONSENT AGENDA

Hughes, Covieo:

- A. **Resolved; City Council hereby approves the minutes of its February 13, 2024 regular meeting, said minutes prepared by the City Clerk and submitted for the City Council’s consideration at its March 12, 2024 regular meeting.**
- B. **Resolved; the amendments by the City Manager to be made to the previously approved appropriations within the fiscal year 2023/2024 budget as set forth in his communication to the City Council on this subject dated February 12, 2024, are authorized.**

General Fund	Increase	Decrease
City Clerk – PTO Payout		\$1500.00
Public Safety- PTO Payout		\$15,000.00
Fund Total		\$16,500.00

Major Streets	Increase	Decrease
Storm Damage – PTO Payout		\$300.00
Sidewalk Repair/Construction PTO Payout		\$300.00
Maintenance – PTO Payout		\$300.00
Traffic Services – PTO Payout		\$320.00
Winter Maintenance – PTO Payout		\$320.00
Fund Total		\$1,540.00

Local Streets	Increase	Decrease
Storm Damage – PTO Payout		\$195.00
Sidewalk Repair/Construction PTO Payout		\$196.00
Maintenance – PTO Payout		\$200.00
Traffic Services – PTO Payout		\$196.25
Winter Maintenance – PTO Payout		\$150.00
Fund Total		\$937.25

Sewer Fund	Increase	Decrease
Treatment Plant – PTO Payout		\$800.00
Sewer System – PTO Payout		\$500.00
Fund Total		\$1,300.00
Water Fund	Increase	Decrease
Water System – PTO Payout		\$2,500.00
Fund Total		\$2,500.00
Motor Vehicle	Increase	Decrease
Motor Pool Operations – PTO Payout		\$1,000.00
Fund Total		\$1,000.00
Fringe Benefit Fund	Increase	Decrease
Sick Pay Annual	\$21,777.25	
F.I.C.A.	\$2,000.00	
Fund Total	\$23,777.25	
Totals	\$23,775.25	\$23,777.25

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

Motion Carried

Councilmember Mantei arrived at 6:03 p.m.

PRESENTATIONS

Mayor Wittbrodt presented the Citizen of the Year award to Essexville Community Church.

CITIZEN INPUT

The following citizens addressed the Council:
 Matthew Haataja, 1209 Borton Avenue

COUNTY COMMISSIONER’S REPORT

Mr. Dennis Poirier, County Commissioner, updated the council on business at Bay County.

COMMITTEE REPORTS

FINANCE COMMITTEE

PAYMENT OF BILLS

Gradowski, Covieo:

Resolved; that expense vouchers 57 totaling \$114,325.30 and payroll voucher 58 through 63 totaling \$86,130.21 for a grand total of \$200,455.51 paid as stated.

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

Motion Carried

ABSENT: Rondeau

LEGISLATIVE COMMITTEE

Councilmember Mantei had no report.

MUNICIPAL RELATIONS COMMITTEE

Councilmember Wendt reported the city manager's annual review will be later in the meeting during executive session.

PARKS AND RECREATION COMMITTEE

Councilmember Gradowski reported the committee met on March 12, 2024 to discuss Smith Park.

PUBLIC IMPROVEMENT COMMITTEE

Councilmember Covieo had no report.

PUBLIC RELATIONS COMMITTEE

Councilmember Gradowski reported on the citizen of the year award. Curb appeal award will be the next event.

UTILITY AND SPECIAL COMMITTEE

Co-chair Councilmember Covieo had no report

PLANNING COMMISSION

No meeting, no report.

DOWNTOWN DEVELOPMENT AUTHORITY

No meeting, no report.

MAYOR'S REPORT

Mayor Wittbrodt reported on the following:

- Attended the Parks and Recreation Committee and Municipal Relations Committee meetings.
- Attended the Municipal Relations Committee meeting
- Smith Park project
- Woodside Avenue and Borton Avenue pocket park update
- Due to lack of available participants, the city council will not be in the St. Patrick's Day parade this year.

CITY MANAGER'S REPORT

City Manager, Craig Goulet, reported on the following:

- Great job to the staff who worked the Presidential Primary Election
- MXU updates
- Yard waste collection starts the first week in April
- Congratulated the Garber and Cramer robotics teams
- Garber musical sponsorship
- Tree removal in the park by Woodside Ace Hardware
- Took questions from the council.

PUBLIC HEARING(S)

None

UNFINISHED BUSINESS

None

NEW BUSINESS

CONSIDERATION OF ESTABLISHING AN AUTHORIZED SIGNATORY FOR MERS CONTRACTS AND SERVICE CREDIT PURCHASE APPROVALS

Wendt, Gradowski:

Resolved; The City Manager is hereby an *Authorized Official* that can sign: MERS Adoption Agreements, Resolutions, Participation Agreements, Administrative Services Agreements, Withdrawal Agreements and any other contracts between MERS and the Employer with respect to Employer’s participation in any MERS-administered product and any amendments and addendums thereto, and MERS Defined Benefit service credit purchase approvals.

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

INFORMATIONAL COMMUNICATIONS

None

CITIZEN INPUT

The following citizens addressed the Council:

- Don Middleton, 400 Caroline
- Scott Wittbrodt, 400 Valerie

EXECUTIVE SESSION

Council entered into Executive Session at 7:07 PM.

Hughes, Mantei :

Resolved, the City Council meet in closed session for the purpose of discussing the City Manager’s annual performance evaluation pursuant to the City Manager’s written request to have this matter discussed in closed session and as permitted by MCLA 15.268(a) and applicable law.

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

The Council exited Executive Session at 7:36 PM.

CONSIDERATION TO APPROVE A RESOLUTION TO INCREASE THE CITY MANAGER’S GROSS WAGE BY 10 (TEN) PERCENT.

Wendt, Covieo:

Resolved, the City Council increases the City Manager’s gross wage by 10 percent effective immediately.

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

ADJOURNMENT

Mantei, Covieo:

Resolved; that the meeting be adjourned.

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

The meeting adjourned at 7:40 p.m.

Scott Wittbrodt
Mayor

Sarah Wilcox
City Clerk
