

**ESSEXVILLE CITY COUNCIL
REGULAR MEETING
April 9, 2024 6:00 PM
CITY COUNCIL CHAMBERS**

Mayor Scott Wittbrodt called the REGULAR MEETING of the Essexville City Council held on April 9, 2024 to order at 6:00 PM.

Mayor Wittbrodt asked for a moment of silence in observance of the passing away of Councilmember Dennis Rondeau.

City Councilmember Jennifer Gradowski, 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, Dennis Rondeau (deceased)

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, Wendt:

A. Resolved; City Council hereby approves the minutes of its March 26, 2024 special meeting, said minutes prepared by the City Clerk and submitted for the City Council's consideration at its April 9, 2024 regular meeting.

B. Resolved; Ordinance No. 2024-1 AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF ESSEXVILLE TO AMEND CHAPTER 8 (ENTITLED "MANAGEMENT OF REGULATED FLOOD PRONE HAZARD AREAS") OF TITLE VIII, (ENTITLED "BUILDING REGULATIONS"), TO REVISE SECTION 8.803 OF SAID CODE, is hereby adopted as an ordinance of the City of Essexville by this, its first reading, and a second reading to occur at a subsequent meeting of the City Council."

YES: Hughes, Wendt, Covieo, Gradowski, Wittbrodt

Motion Carried

ABSENT: Mantei, Rondeau

PRESENTATIONS

None

CITIZEN INPUT

The following citizens addressed the Council:

Jennifer Gradowski, 408 Sharpe Street

Craig Goulet, 202 Hart Street

COUNTY COMMISSIONER'S REPORT

Mr. Dennis Poirier, County Commissioner, was not in attendance.

COMMITTEE REPORTS

FINANCE COMMITTEE

PAYMENT OF BILLS

Gradowski, Covieo:

Resolved; that expense vouchers 64 totaling \$84,347.13 and payroll voucher 65 through 70 totaling \$92,386.91 for a grand total of \$176,734.04 paid as stated.

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

Motion Carried

LEGISLATIVE COMMITTEE

Co-Chairperson Councilmember Hughes had no report.

MUNICIPAL RELATIONS COMMITTEE

Councilmember Wendt had no report.

PARKS AND RECREATION COMMITTEE

Councilmember Gradowski reported there is an item up for consideration under new business for approval of a contractor for the Smith Park project. She updated the council on Ransom Essex Park and the pocket park by Ace Hardware.

PUBLIC IMPROVEMENT COMMITTEE

Councilmember Covieo had no report.

PUBLIC RELATIONS COMMITTEE

Councilmember Gradowski reported the 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:

- Announced the funeral arrangement dates and times for Councilmember Dennis Rondeau.

CITY MANAGER'S REPORT

City Manager, Craig Goulet, reported on the following:

- Currently attending the last class to obtain his master's degree
- Changes to the current 457(b) deferred compensation plan
- Update on the Smith Park project
- Congratulated the Garber and Cramer robotics teams
- Currently working on the 2024/2025 budget
- Police cadet will be graduating later this month from the academy
- Took questions from the council.

PUBLIC HEARING(S)

None

UNFINISHED BUSINESS

None

NEW BUSINESS

CONSIDERATION OF AMENDING THE CITY’S 457(B) DEFERRED COMPENSATION PLAN.
Hughes, Wendt:

Now therefore, be it resolved that the Amendment to the City of Essexville 457(b) Deferred Compensation Plan for the CARES Act (the Amendment) is hereby approved and adopted and that an authorized representative of the Employer is hereby authorized and directed to execute and deliver to the Plan Administrator the Amendment and to take any and all actions as it may deem necessary to effectuate this resolution.

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

CONSIDERATION OF CONTRACTOR SELECTION FOR SMITH PARK PROJECT.

Gradowski, Wendt:

Now therefore, be it resolved that the City of Essexville is awarding the Smith Park Project to Wobig Construction Company in the amount of \$197,500 (one hundred ninety-seven thousand five hundred dollars) which is based on the estimated quantity’s and is authorizing Spicer Group to prepare the necessary contract documents for the project.

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

CONSIDERATION STREET ADMINISTRATOR DESIGNATION.

Gradowski, Covieo:

Therefore, be it resolved, that this Honorable Body designate Craig Goulet as the single Street Administrator for the City of Essexville in all transactions with the State Transportation Department as provided in Section 13 of the Act.

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

INFORMATIONAL COMMUNICATIONS

None

CITIZEN INPUT

The following citizens addressed the Council:

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

EXECUTIVE SESSION

None

ADJOURNMENT

Hughes, Wendt:

Resolved; that the meeting be adjourned.

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

The meeting adjourned at 6:57 p.m.

Scott Wittbrodt
Mayor

Sarah Wilcox

City Clerk
