

**ESSEXVILLE CITY COUNCIL  
REGULAR MEETING  
DECEMBER 9, 2025 6:00 PM  
CITY COUNCIL CHAMBERS**

Mayor Scott Wittbrodt called the REGULAR MEETING of the Essexville City Council held on December 9, 2025 to order at 6:00 PM.

City Councilmember Justin Grifka led the Pledge of Allegiance.

**ROLL CALL**

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

ABSENT: Todd Wendt

**APPROVAL OF AGENDA**

Hughes, Grifka:

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

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

Motion Carried

ABSENT: Wendt

**CONSENT AGENDA**

Hughes, Covieo:

- A. **Resolved; City Council hereby approves the minutes of its November 17, 2025 regular and organizational meeting, said minutes prepared by the City Clerk and submitted for the City Council's consideration at its December 9, 2025 regular meeting.**
- B. **Resolved; pursuant to the City Code and law, the City Council hereby confirms the City Manager's reappointment of Zac Deary and Robert Jaenicke to the Downtown Development Authority to a four year term effective January 1, 2026 through December 31, 2029.**
- C. **Resolved; pursuant to the City Code and law, the City Council confirms the City Manager's appointment of Chris Millitello to the Downtown Development Authority for a partial four year term effective immediately through December 31, 2026.**
- D. **Resolved that the following re-appointments are made to the Board of Zoning Appeals; Robert Blehm and Michael Bergen are re-appointed to three year terms to be effective January 1, 2026 through December 31, 2028.**
- E. **Resolved; pursuant to the City code and State law, the City Council hereby confirms the Mayor's appointment of Michael Bergen and James Hages to the Planning Commission for a three year term ending December 31, 2028.**
- F. **Resolved; pursuant to the City Charter, the City Council hereby confirms the City Clerk's appointment of Elizabeth Voelker and Mildred Zurvalec to the Election Commission to a one year term effective January 1, 2026 through December 31, 2026.**
- G. **Resolved; pursuant to the City Code, the City Council hereby confirms the City Manager's reappointments of William Hydorn, Sandra Koglin, and Kimberley Grew to the Board of Review to a two year term effective January 1, 2026 through December 31, 2027.**
- H. **Resolved; pursuant to applicable law and its own policy, the City Council authorizes the Board of Review for the City of Essexville to consider and grant, where appropriate, requests for exemptions from taxation of real property for**

**homesteads of persons in poverty based on the federal income and poverty guidelines for the year 2026.**

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

Motion Carried

**PRESENTATIONS**

None

**CITIZEN INPUT**

The following citizens addressed the Council:

Jennifer Gradowski, 408 Sharpe Street

**COUNTY COMMISSIONER'S REPORT**

Mr. Jerry Crete, County Commissioner, reported on Bay County business, and took questions from the council.

**COMMITTEE REPORTS**

**FINANCE COMMITTEE**

**PAYMENT OF BILLS**

Grifka, Hughes:

**Resolved; that expense vouchers 39 totaling \$100,787.11 and payroll voucher 40 through 45 totaling \$76,752.80 for a grand total of \$177,539.91 paid as stated.**

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

Motion Carried

ABSENT: Wendt

**LEGISLATIVE COMMITTEE**

Councilmember Mantei had no report.

**MUNICIPAL RELATIONS COMMITTEE**

Councilmember Hughes had no report.

**PARKS AND RECREATION COMMITTEE**

Councilmember Gradowski had no report.

**PUBLIC IMPROVEMENT COMMITTEE**

Councilmember Covieo had no report.

**PUBLIC RELATIONS COMMITTEE**

Councilmember Gradowski thanked who attended and helped to make the tree lighting ceremony a success.

**UTILITY AND SPECIAL COMMITTEE**

Councilmember Grifka had no report.

**PLANNING COMMISSION**

No meeting, no report.

**DOWNTOWN DEVELOPMENT AUTHORITY**

No meeting, a meeting is being planned for January.

**MAYOR'S REPORT**

Mayor Wittbrodt reported on the following:

- Thanked the individuals involved in the tree lighting ceremony.
- Attended the legislative committee meeting on December 9<sup>th</sup>.
- The Christmas luncheon will be held on Friday, December 13<sup>th</sup> at noon.

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

City Manager, Craig Goulet, reported on the following:

- Christmas tree lighting ceremony.
- Water rate increase.
- Waterways grant was not awarded to the Public Safety Department.
- Attended the BCATS meeting.
- Christmas luncheon will be December 19<sup>th</sup>.
- Took questions from council.

### **PUBLIC HEARING**

None

### **UNFINISHED BUSINESS**

None

### **NEW BUSINESS**

CONSIDERATION OF AUTHORIZING THE CITY MANAGER TO SIGN CLOSING DOCUMENTS FOR A PROPERTY SALE.

Hughes, Gradowski:

**Resolved; that the Essexville City Council, by this Resolution, herby authorizes the City Manager to sign all required documentation at a title company to officially close on property that was authorized by the Essexville City Council.**

YES: Hughes, Gradowski, Covieo, Grifka, Mantei, Wittbrodt Motion Carried

ABSENT: Wendt

CONSIDERATION OF INCREASING WATER RATES.

Gradowski, Covieo:

**Resolved; the City Council of Essexville hereby approves an increase in the retail cost of water of 6 cents per hundred cubic feet effective the January 2026 billing cycle.**

YES: Gradowski, Covieo, Grifka, Hughes, Mantei, Wittbrodt Motion Carried

ABSENT: Wendt

### **INFORMATIONAL COMMUNICATIONS**

None

### **CITIZEN INPUT**

The following citizens addressed the Council:

Adam Hughes, 1902 James Street

Jack Covieo, 311 Virginia Drive

Jennifer Gradowski, 408 Sharpe Street

### **EXECUTIVE SESSION**

None

### **ADJOURNMENT**

Hughes, Mantei:

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

YES: Unanimous voice vote

ABSENT: Wendt

The meeting adjourned at 7:06 p.m.

Motion Carried

Scott Wittbrodt  
Mayor

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Sarah Wilcox  
City Clerk

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