

**CITY OF ITHACA  
CITY COUNCIL MEETING  
January 19, 2021  
7:00 PM**

The regular meeting of the City of Ithaca City Council held and conducted via Zoom Meeting in conformity with Open Meeting Act (Pubic Act 228 of 2020) was called to order by Mayor Schafer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Mayor Protém Koppleberger gave the invocation.

Present were Mayor Alice Schafer and Councilpersons James Andrew, Brett Baublitz, Scott Gray, James Gruesbeck, Clark Hubbard and Rick Koppleberger. Staff present were City Manager Jamey Conn, Clerk-Treasurer Barbara Fandell, Fire Chief Dave Nelson, Lt. Roy McCollum and Deputy Clerk Cathy Cameron.

Absent was Attorney Jefferson Arnold.

Audience in attendance was none.

**Moved by Koppleberger, second by Hubbard to approve the minutes of the regular meeting of the City Council of January 5, 2021. Motion carried.**

**Mayor Schafer asked for approval of the Agenda and for Items to be removed from the Consent Agenda. City Manager Conn requested additions for the McNabb Park Horse Barn maintenance and Security Project updates. Mayor Schafer added Item 11A for the horse barn maintenance and 11B for Security Project updates. Moved by Andrew, second by Gray to approve the Agenda as amended with Items 11A for the horse barn maintenance and 11B for Security System Project updates; and the Consent Agenda. Motion carried.**

**Public Comment**

Mayor Schafer asked for public comments. None were offered.

**Consent Agenda**

**Moved by Gray, second by Hubbard to approve the consent agenda items as listed:**

- **City Manager report which included updates and information on the City Clerk, Deputy City Clerk and Fire Co-Op Student positions, Dilts Road property sale, wage freeze, City Hall re-opening, Fire Hall lease and SCBA Air packs.**
- **2020-2021 Financial Reports for Quarter ending 9/30/2020.**
- **Claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended for payment: Accounts Payable Checks #47127-47169, Water/Sewer Bond Debt Retirement ACH 15A and Payroll Checks #16081-16089, DD1785-DD1794, EFT #1221-1225 as listed in the Check Register Book.**
- **Correspondence received: None.**

**Motion carried by Roll Call Vote:**

**Ayes: (7) Andrew, Baublitz, Gray, Gruesbeck, Hubbard, Koppleberger and Schafer**

**Nos: (0) None**

**Absent: (0) None**

**Committee Reports**

Mayor Schafer reported the Committee of the Whole met to discuss the City Clerk position and expectations with applicant Cathy Cameron and to discuss the DPW Director position due to the upcoming retirement of Bob Studt. The Committee recommend the hiring/appointment of Cathy Cameron to the City Clerk position at a salary of \$50,000 annual with a performance review after three months. The Committee further recommends continued training and education and to appoint a Deputy Clerk during elections. City Manager Conn recommended appointment be effective January 25, 2021.

**Moved by Gray, second by Koppleberger to appoint Cathy Cameron as the City Clerk at an annual salary of \$50,000.00 with an effective start date of January 25, 2021 and approval to attend the MAMC Clerk's Institute. Motion carried.**

City Manager Conn requested a discussion on Deputy Clerk position wage rate. He also requested a committee meeting to discuss the DPW Director position in detail. Councilperson Baublitz requested the City Manager review be discussed at this meeting as well. Mayor Schafer will place it on the next Committee of the Whole meeting and scheduled it for January 25, 2021 at 6:00pm.

**Department Reports**

Chief Nelson provided a written report on the Fire and Rescue quarterly activity. He informed the Council that the GESA Board made the decision to move forward with the purchasing of fourteen (14) SCBA airpicks. The funds will be taken from the reserves, ten (10) this fiscal year and four (4) in the next fiscal year. Chief Nelson will be writing for two local grants to help with the purchase of the four and requested a letter of support from the City. Mayor Schafer will write the letter.

**Moved by Hubbard, second by Baublitz to receive the Fire Department Quarterly report. Motion carried.**

Lt. Roy McCollum reported on the December activity of the Ithaca Unit and also presented the 2020 Annual report. The year in review showed several items down from 2019 due to COVID-19. Counts were as follows: Traffic stops = 1,018, Tickets = 373, Verbal warnings = 993, Arrests = 184, Inspections = 15,906 (includes both businesses and residences). He discussed with the Council, the changes in how the department is conducting business due to the pandemic. He also shared that the department is not anticipating any issues with the Presidential Inauguration the next day. He further informed the Council that Deputy Sewell will be going on assignment into the County for the next three months, so a new deputy will be assigned to the Ithaca Unit.

**Moved by Gray, second by Andrew to receive the Ithaca Unit December 2020 and 2020 Annual reports. Motion carried.**

### **City Manager Comments**

City Manager Conn reported that Attorney Arnold has asked for a couple of weeks for more research on the Dilts Road property sale. He has found proof of ownership through the County Drain/Ditch records. Manager Conn also reported that as of January 1<sup>st</sup> the wage freeze was lifted and employees would be receiving the pay increases as approved to originally be given July 1, 2020. He reported that the reopening of City Hall was going well with only a few in-person customers, but anticipating that will increase after water bills are mailed. There are no vendor meetings allowed without permission. He requested the Council discuss the Fire Hall lease amount for GESA so that Chief Nelson can budget appropriately for its February 4<sup>th</sup> meeting date.

Councilperson Gray asked that the fire hall lease be placed on the committee meeting agenda. Mayor Schafer agreed.

### **New Business**

Clerk-Treasurer Fandell presented Resolution 2021-01 Compliance with PA152 of 2011 as Amended. If adopted, maintains the City's compliance with the Act regarding Health Care offerings and funding for employees.

**Moved by Andrew, second by Gray to adopt Resolution 2021-01 Compliance with PA152 of 2011 as Amended. Motion carried by Roll Call Vote:**

**Ayes: (7) Baublitz, Gray, Gruesbeck, Hubbard, Koppleberger, Andrew and Schafer**

**Nos: (0) None**

**Absent: (0) None**

### **Old Business**

City Manager Conn informed the Council that the Bigelow Horse Barn roof was in bad shape and leaking through the entire barn. This is the barn that is leased, so repairs need to be made if continued to lease. One idea is to cut the barn in half as only a portion is being used, and demolish the other half. He also requested consideration to tear down the other barn to the north as it is also in poor condition. Councilperson Koppleberger inquired on the lease terms with Daniels. City Manager Conn stated it was an annual year-to-year lease. Councilperson Gray would like to discuss the long-term plan so the best decision can be made and Councilperson Hubbard asked for a cost estimate for repair and demolition. City Manager Conn will get cost estimates for the Bigelow barn for the Committee of the Whole meeting, and the DPW can do the other barn demolition as they have the time to do so.

**Moved by Andrew, second by Gray to authorize the demolition of the Brandall Horse Barn by the Public Works staff. Motion carried.**

City Manager Conn reported that he met with Councilperson Hubbard and received the specs for the RFP for the Security Systems project and is writing up the proposal for bid. Manager Conn shared that in his research, Clark Hubbard can legally bid the project according to PA 317, but there are additional rules and requirements he will have to follow and present to the City Council during a public meeting.

### **Public Comment**

Mayor Schafer asked for public comments. None were received.

Mayor Schafer read a Thank You note from Joy Heinlein which addressed the Employee Appreciation certificate and Council's foresight in appreciation for the employees, boards and local businesses.

Mayor Schafer asked for any additional business to come before the Council.

Fire Chief Nelson shared that he received numerous comments from the Fire and Rescue staff and would like to share their appreciation also.

City Manager Conn stated he would like to publicly thank Barb Fandell for her fifteen years as the City Clerk; she has done an excellent job. The City Council shared in this appreciation offering to Ms. Fandell.

**Moved by Baublitz, second by Gray to adjourn. Motion carried.**

The meeting adjourned at 7:40pm.