

**CITY OF ITHACA
CITY COUNCIL MEETING**

**April 6, 2021
7:00 PM**

The regular meeting of the City of Ithaca City Council was called to order by Mayor Schafer at 7:00pm. and followed by the Pledge of Allegiance to the Flag. Mayor Schafer 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, City Clerk Cathy Cameron.

Absent was Attorney Jefferson Arnold.

Staff in attendance was City Treasurer Barbara Fandell, DPW Director Robert Studt, Brandon Smith and Jarred Waldron.

Audience in attendance via zoom was Sean Beckman, Shannon McKnight and Helen Soderberg.

Councilperson Baublitz reported a spelling error within the minutes. Clerk Cameron stated a correction would be made to the minutes.

Moved by Baublitz, second by Gray to approve the minutes, with correction, of the regular meeting of the City Council held on March 16, 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 to have an agenda item added; replacing item #11 with a Closed Session and moving the adjournment to item #12.

Moved by Gray, second by Koppleberger to approve the amended Agenda and the Consent Agenda. Motion carried.

Public Comment

Mayor Schafer asked for public comments. Helen Soderberg addressed the council on the unsatisfactory condition of the dog park. She reported that the dog waste bins were covered with animal feces and wants them cleaned and sanitized. The one bin has a large crack in it that needs repaired. She further reported that the benches are coming loose and need tightening.

Mayor Schafer thanked Ms. Soderberg for making council aware of the issues and that the City Manager would inform the DPW to address them.

Consent Agenda

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

- **City Manager's written report which included updates and information on the sanitary landfill, farmers market, security project, rout 66 car tour, horse barn and the DPW succession plan.**
- **Financial Reports for February 2021.**
- **Claims submitted to the Ways and Means Committee by City Treasurer Fandell and recommended for payment: Accounts Payable Checks #47307-47348 and Payroll Checks #16148-16165, DD #1841-1860, EFT #1255-1261 as listed in the Check Register Book.**
- **Correspondence received: None**

Motion carried by Roll Call Vote:

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

Nos: (0) None

Absent: (0) None

City Manager Comments

City Manager Conn informed Council that he has received several RFPs for the sanitary landfill project. The DDA has decided to waive the vendor fee for the farmers market again this year, start up date is May 4th.

Manager Conn reported that the installation of the security project is going very well. He requested that Mr. Hubbard and Mr. McKnight with Unified Network Consulting provide an update for Council. Mr. Hubbard informed council that they are able to provide security at the DPW equipment barn without further cost to the City. He explained that the proposal included keyless entry for the DPW garage and with the two buildings being so close together, they are able to utilize a buried wired connection vs. a point-to-point system. The equipment savings would allow for a second keyless entry door. Discussion was held on the current doors at these locations and that a steel framed door would be more secure. Mr. Knight stated that he has priced commercial grade steel

doors at a cost of around \$650 each. Manager Conn recommended purchasing new commercial grade steel doors. The council was in agreement.

Manager Conn reported that the ZBA had met on a variance request. He informed the council that the zoning code for lot coverage is way too low and will be requesting the approval of the Planning Commission to increase the percentage allowable. The Route 66 Car Tour is planning to be here on August 26th.

Manager Conn informed council that he has an offer from a gentleman that would be willing to trade, removal of the horse barn materials for some of our crushed concrete. With the estimated cost of removal of the horse barn being \$5,000 plus, this was an offer to consider. Councilperson Koppleberger inquired if we had enough crushed concrete to met this offer. Manager Conn replied that the city did.

Moved by Gray, second by Hubbard to authorize the City Manager to trade \$5,000 value of crushed concrete for removal of the horse barn materials. Motion carried.

Manager Conn informed council that Bill Stahl has requested permission to repair the sign at Atkinson Park, he is willing to provide the materials and free labor. Councilperson Hubbard replied that the sign is in rough shape and that it was very nice of him.

Manager Conn reported that he attended an Airport Authority Meeting and let them know that the city is still in favor of moving forward with the county taking over the municipal side of the funding. With the counties budget year beginning in October there may be a prorated funding option on the table.

Unfinished Business

Manager Conn stated that Brandon Smith and Jarred Waldron have both accepted the superintendent positions as part of the DPW Succession Plan. Manager Conn requested approval of the new position titles, job description/duties and annual salaries.

Moved by Hubbard, second by Baublitz to approve the new positions of DPW Superintendent and Water & Sewer Services Superintendent, the job descriptions/duties along with an annual salary of \$60,000. Motion carried.

Mayor Schafer expressed council's appreciation to Mr. Smith and Mr. Waldron for accepting these new positions and responsibilities. Mr. Smith stated that Bob's shoes will be hard to fill but that they will do their best and accept the challenge. Councilperson Gray stated that he thinks they will do a great job.

New Business

City Manager Conn introduced Resolution 2021-03 Street Acceptance of Commerce Drive Extension. Mr. Beckman stated that he had spoken with the register of deeds and had to make a correction to the legal description. The updated document was given to council at the meeting.

Moved by Gray, second by Andrew to approve Resolution 2021-03 Street Acceptance of Commerce Drive Extension and authorize the Mayor and City Clerk to sign it.

Motion carried by Roll Call Vote:

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

Nos: (0) None

Absent: (0) None

City Treasurer Fandell presented the delinquencies to be placed on the Summer 2021 Property Tax Roll and requested authorization to do so. She reported that there are more accounts than normal due to the COVID restrictions not allowing for the shut off of water services to occupied homes. Councilperson Gray inquired why the one account was thousands of dollars. Treasurer Fandell stated that the house had a water leak that was never repaired. She further reported that letters will be going out with a payment due date of April 30, 2021, in the effort to collect the total amount owed of \$6,669.96

Moved by Koppleberger, second by Gray to place the delinquent utility amounts on the Summer 2021 Property Tax Roll as presented by the City Treasurer in the total amount of \$6,669.96. Motion carried.

City Manager Conn requested the Council appoint Treasurer Fandell as the City Representative to the Greater Gratiot Development Board.

Moved by Gray, second by Hubbard to appoint Treasurer Fandell to the Greater Gratiot Development Board as the City Representative. Motion carried.

Public Comment

Mayor Schafer asked for public comments. City Manager Conn thanked Mr. Beckman for working on the Commerce Drive Extension mapping and legal description and doing it so quickly. Mr. ~~Clark~~ Hubbard extended the offer to show the council what he and Mr. McKnight have done so far with the security installation and operations after the meeting.

Moved by Andrew, second by Hubbard to enter into closed session to discuss a contract.

Motion carried by Roll Call Vote:

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

Nos: (0) None

Absent: (0) None

Entered into Closed Session at 7:34pm.

Moved by Gray, second by Koppleberger to exit from closed session. Motion carried.

Exited from Closed Session at 7:45pm.

Further discussion on this contract will be necessary.

Moved by Baublitz, second by Andrew to adjourn. Motion carried.

The meeting adjourned at 7:47pm.

Approved 4-20-2021

Cathy Cameron

Cathy Cameron, City Clerk