

**CITY OF ITHACA
CITY COUNCIL MEETING
September 21, 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. Councilperson 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 and City Clerk Cathy Cameron.

Absent was Attorney Jefferson Arnold.

Staff in attendance was City Treasurer Barbara Fandell and DPW Superintendent Brandon Smith.

Audience in attendance was Rob & Lexi Endter.

Moved by Gray, second by Hubbard to approve the minutes of the regular meeting of the City Council held on September 7, 2021. Motion carried.

Mayor Schafer asked for approval of the agenda and for any items to be removed from the Consent Agenda. City Manager Conn requested to add the Code/Rental Position to the agenda under New Business. Mayor Schafer placed it as item 11b.

Moved by Koppleberger, second by Hubbard to approve the Agenda (as amended by adding item 11b. Code/Rental Position), including the Consent Agenda. Motion carried.

Public Comment

Mayor Schafer asked for public comments. None were offered.

Consent Agenda

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

- **City Manager’s written report, which included updates and information on the ZFS Open House, Sherwood Auction, Verizon Cell Tower, Homecoming, Trick or Treat, Commerce Drive Extension, GESA & Ithaca Fire and IPC Golf Outing.**
- **Claims submitted to the Ways and Means Committee by City Treasurer Fandell and recommended for payment: Accounts Payable Checks #47700-47761, and Payroll Checks #16333-16340, DD #1987-1995, EFT #1334-1339 as listed in the Check Register Book.**
- **Correspondence received: GACC & GGD I Minutes**

Motion carried by Roll Call Vote:

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

Nos: (0) None

Absent: (0) None

Committee Reports

Mayor Schafer reported that the Committee of the Whole had met prior to the Council Meeting that evening. Discussion was held regarding Police Contract which expires on December 31, 2021. The cost continues to rise, which includes paying half of the Lieutenants salary. The committee recommendation was for more visibility of the deputies on duty patrolling the city, enforcing the city ordinance of no parking on city streets between 2-5am, (winter season for snow removal), negotiate rental fees for use of the community center for training

purposes (an in lieu of agreement, with no loss to the city). Mayor Schafer requested that Manager Conn meet with the Sheriff (or Undersheriff) in addition to the Lieutenant for police negotiations.

Department Reports

Treasurer Fandell presented the pre-audit financial reports for the fiscal year end. She reported that the auditors will be coming in on September 29th and 30th for the annual audit and review. Treasurer Fandell stated that starting next fiscal year the fire, rescue and cemetery funds will be eliminated. Council was updated on the progress of setting up accounts for GESA. The Public Safety Grant is being wrapped up, with checks going out to the townships for their share of the grant funding that contributed to those services.

Moved by Andrew, second by Baublitz to receive the financial report and place on file. Motion carried.

City Manager Comments

Manager Conn reported to Council that Treasurer Fandell, DPW Superintendent Smith, Water & Sewer Superintendent Waldron, Mayor Schafer and he attended the ZFS Open House. Mayor Schafer represented the city well with a speech given at the open house. The online city auction with Sherwood Auction is going well.

Manager Conn informed Council that Verizon has requested a permit to install small cell equipment on a power pole. He has reached out to West Michigan Coalition Council for assistance with the request. Discussion was held, with council in agreement that it would be a great benefit to support a way for Verizon to improve their service coverage in our area.

The Homecoming Parade will be held on October 1st at 5pm., with the snake dance on September 28th at 7pm. With Halloween falling on a Sunday this year, trick or treating will be held on Saturday, October 30th from 5:30pm. to 7:30pm., as will be for Alma and St. Louis.

Manager Conn reported that MDOT denied our request to add Commerce Drive Extension as a major street for the Act 51 mileage funding; it will be classified as a local street.

Gratiot Emergency Services Authority along with the Ithaca Fire Department will be hosting an open house on October 2nd from 11:00am. to 3:00pm. GESA website is up and running: gratiotesa.com

Manager Conn reported to Council that Treasurer Fandell and he attend the IPC Golf Outing with ROWE. There was a good turn out at the event.

Unfinished Business

There was none.

New Business

Clerk Cameron presented the application of Kristyn Roethlisberger to serve on the Planning Commission. In addition, receiving a memo of interest from Jared Macha to serve on the Planning Commission. This is a three-year term ending June 30, 2024. Clerk Cameron presented the application of Jared Macha to serve on the Downtown Development Authority. This is a four-year term ending June 30, 2025.

Moved by Gray, second by Hubbard to appoint Kristyn Roethlisberger to serve on the Planning Commission with a term ending June 30, 2024. Motion carried.

Moved by Hubbard, second by Baublitz to appoint Jared Macha to serve on the Downtown Development Authority with a term ending June 30, 2025. Motion carried.

Manager Conn reported that he held a couple interviews for the Code/Rental Position. The goal of filling the position is to have stability over the revolving door that it has been for years. The candidates did not meet that expectation. Manager Conn presented Council with an option of filling the position internally, by combining a

seasonal DPW position with Code/Rental to create a permanent full-time position. The idea is to split work time during the week as 20 hours with DPW crew and the other 20 hours spent on Code/Rental. Manager Conn informed Council that recent seasonal DPW hire Phil Rondy is looking for permanent full-time work. This is a unique opportunity for the city to offer this dual role to Mr. Rondy. In addition, Mr. Rondy is a member of our Fire Department, which offers the ability to have another daytime responder. Councilperson Baublitz stated that it would be a great opportunity for the city to keep Mr. Rondy employed here. DPW Superintendent Smith reported that Mr. Rondy has been a great addition to the crew. Further stating that Mr. Rondy has fit in well with the crew, has a great work ethic, a positive attitude and would be a great asset to the city on a permanent full-time basis. Councilperson Hubbard stated that code enforcement requires a public relations component that needs to be handled well. Manager Conn confirmed that Mr. Rondy would fit in perfectly working with the public, he is well known within the community. Manager Conn stated that this position would not be a part of the DPW Union, however, using the same incoming hourly rate to be in-line with the starting wage of DPW with step increases going forward.

Moved by Baublitz, second by Gray to authorize the new full-time position of DPW & Code Enforcement/Rental Inspection with a starting wage of \$17.88; offering the position to Phil Rondy and directed the City Manager to develop the job description. Motion carried.

Public Comment

Mayor Schafer asked for public comments. Lexi Endter addressed the Council, requesting permission for a dessert food truck vendor to be allowed at the special Harvest Event on October 12th during the last farmers market. Manager Conn informed her that a special event form must be filed by a DDA representative to be considered.

Mayor Schafer asked for any additional business to come before the Council. Councilperson Gruesbeck inquired on activity occurring at the state-owned vacant land site on South Elm Street. DPW Superintendent Smith informed Council that he had received an email from EGLE that they were laying another cap of fill dirt on the and straw on the property. Manager Conn reported that the Union Street water main project will require the high school to be shut down on Monday afternoon/evening for the new connection to be completed. Further reporting that the County has requested Mayor Schafer and himself do a zoom presentation at their Commission meeting on October 5th regarding the city's proposal for a share of the Counties ARPA funds to be used on the lead and copper lines within the city.

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

The meeting adjourned at 7:48pm.

Approved 10-5-2021

Cathy Cameron

Cathy Cameron, City Clerk