



City Council Chamber
129 W. Emerson St
Ithaca, MI 48847

**City of Ithaca
City Council
Regular Meeting Agenda
Tuesday, January 6, 2026 @ 5:30 PM**

1. Call to Order
2. Pledge of Allegiance to the American Flag
3. Approval of Minutes: Regular Meeting December 16, 2025
4. Approval of Agenda (including the Consent Agenda)
5. Public Comments *(General comments, including items on this Agenda)*
6. *Consent Agenda (Roll Call Vote)
 - a. City Manager's Written Report
 - b. Claims and Accounts
 - c. Correspondence *(none)*
7. Department/Committee Reports *(none)*
8. City Manager Comments
9. Unfinished Business *(none)*
10. New Business *(none)*
11. Public Comments
12. Announcements
13. Adjournment

Cathy Cameron
City Clerk

**All matters listed under Item 6, Consent Agenda, are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the consent agenda and considered separately.*

**CITY OF ITHACA
CITY COUNCIL MEETING
December 16, 2025
5:30 PM**

The regular meeting of the City of Ithaca City Council was called to order by Mayor Brett Baublitz at 5:30pm. and followed by the Pledge of Allegiance to the Flag.

Present were Mayor Brett Baublitz, Councilpersons James Andrew, Rob Endter, Brandon Ester, Clark Hubbard, Kristyn Roethlisberger and Brooke Vernon. Staff present was City Manager Jamey Conn and City Clerk Cathy Cameron.

Audience in attendance was none.

Moved by Hubbard, second by Roethlisberger to approve the minutes of the regular meeting held December 2, 2025. Motion carried.

Mayor Baublitz asked for approval of the agenda and for any items to be removed from the Consent Agenda.

Moved by Endter, second by Andrew to approve the Agenda including the Consent Agenda. Motion carried.

Public Comment

Mayor Baublitz asked for public comment. Aaron Wendzel with Rowe, Inc. introduced himself to the new councilmembers, thanked the council for their business and wished everyone Happy Holidays.

Consent Agenda

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

- **City Manager's written report included updates and information on the SRF 2025 Project, Transit Meeting, Holiday Office Closure, Flag Shadowbox, Community Foundation Grant and the Sheriff/Lieutenant Meeting.**
- **Ithaca Unit Report for November 2025.**
- **Financial Reports for November 2025.**
- **Claims submitted to the Ways and Means Committee by City Treasurer Klifman and recommended for payment: Accounts Payable Checks #51147-51177 and Payroll Checks #17144-17146, DD #3526-3541, EFT #2104-2107 as listed in the Check Register Book.**
- **Correspondence received was none.**

Motion carried by Roll Call Vote:

Ayes: (7) Ester, Hubbard, Roethlisberger, Vernon, Andrew, Endter, Baublitz

Nos: (0) None

Absent: (0) None

Committee/Department Reports

There was none.

City Manager Comments

Manager Conn reported that he reached out to Phil Maxwell regarding the possibility of building a shadowbox for our original U.S. flag to be displayed in the council chambers. We have received a grant check from the Community Foundation for the speed radar signs. The school will be invoiced for their agreed cost share.

Manager Conn informed council that he, DPW Superintendent Smith and Treasurer Klifman met with Sheriff Clark and Lt. Leonard for an exit style meeting. Discussion was held on the shifting of certain responsibilities to the city and the obligation of the Sheriff's Department to respond to all emergency calls from Central Dispatch.

Unfinished Business

Discussion continued towards the next steps to be taken regarding police services for the city. Manager Conn stated that the city will become responsible for the school crossing guards effective January 1, 2026. This includes scheduling/payroll/hiring processes. Currently there are two openings for crossing guards' positions, with the pay being discussed.

Moved by Endter, second by Hubbard to raise the hourly pay to \$20 (with escalators) for the school crossing guard positions; conditional upon City Manager and School Superintendent agreement. Motion carried.

New Business

Clerk Cameron presented the 2026 Calendar Year Meeting Dates for approval.

Moved by Andrew, second by Hubbard to approve the 2026 Calendar Year Meeting Dates. Motion carried.

Public Comment

Mayor Baublitz asked for public comments. There was none.

Announcements

Manager Conn reported that the 911 Director contacted him regarding the city seat on their board which ends on December 31st. Mayor Baublitz stated that he, with councilmembers agreeing to, would serve on the 911 Board of Directors. Council agreed.

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

The meeting adjourned at 6:29pm.

Cathy Cameron

Cathy Cameron, City Clerk



CITY OF ITHACA, MICHIGAN
City Manager Report to the City Council
January 6, 2026

1. **911 DISPATCH CENTER:** I have had communication with the 911 Director about the processes for police services in the city beginning on January 1st. They will have all police matters go to the County Sheriff Department, and any code concerns go to our code department at City Hall.
2. **ANIMAL CONTROL PROPERTY:** I have forwarded a packet, including the record card, maps, and description of the property, along with the appraised value of the property to the County Administrator. I hope to have an agreement in place shortly.
3. **ELLEN'S PROPERTY SALE:** The parcel being sold to Triple E Management is finally nearing completion, and we should have a check in hand by the time of our meeting. It will be a nice addition to their facilities down on Dilts Road.
4. **GOOD MORNING GRATIOT AWARD:** This will be held at the Masonic Chapel on January 29th from 7:30-9:00am. Please join us for good food, good company and celebrating the new and remodeled business owners of Gratiot County.
5. **POLICE SERVICES:** We have posted a message regarding police services to our website, explaining to residents how to go about any law concerns and ordinance violation reporting after the New Year. I have also completed a first draft of a Police Chief job description in working toward a comprehensive package of needs and costs for our upcoming discussion.
6. **LANDBANK AUTHORITY:** My three-year term on the Gratiot County Landbank Authority has come to an end on December 31, 2025. Greater Gratiot has reached out to gauge interest in re-upping for another term. Hence, I have submitted the application paperwork to continue being the voice for Ithaca at future Landbank meetings.

Respectfully submitted,
 Jamey Conn

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank GEN GENERAL FUND					
01/07/2026	GEN	51178	0095	ABC FASTENER GROUP, INC.	81.27
01/07/2026	GEN	51179	7392	ABDO SPOTLIGHT MAGIC WAGON	281.05
01/07/2026	GEN	51180	7609	AMAZON CAPITAL SERVICES	740.97
01/07/2026	GEN	51181	2580	AUTO VALUE ITHACA	537.30
01/07/2026	GEN	51182	7599	BARBARA BAILEY	170.00
01/07/2026	GEN	51183	7510	BLACKSTONE PUBLISHING	163.69
01/07/2026	GEN	51184	3298	BRUCE WALDRON EXCAVATING	4,998.00
01/07/2026	GEN	51185	1453	CENGAGE LEARNING INC / GALE	522.81
01/07/2026	GEN	51186	0806	CINTAS CORP.	104.39
01/07/2026	GEN	51187	7479	CLEANING SOLUTIONS	200.00
01/07/2026	GEN	51188	7296	CMS INTERNET LLC	377.35
01/07/2026	GEN	51189	7262	DRUG SCREENS PLUS	159.00
01/07/2026	GEN	51190	1657	GRATIOT PLUMBING SUPPLY	10.99
01/07/2026	GEN	51191	7598	HEATHER CONN	1,760.00
01/07/2026	GEN	51192	0455	HUTSON INC	145.06
01/07/2026	GEN	51193	7608	INGRAM LIBRARY SERVICES	44.52
01/07/2026	GEN	51194	1991	ITHACA DDA	75.00
01/07/2026	GEN	51195	3190	TIPTOP ENTERTAINMENT LLC	550.00
01/07/2026	GEN	51196	7282	JUNIOR LIBRARY GUILD	13.82
01/07/2026	GEN	51197	2381	MEDLER ELECTRIC COMPANY	105.08
01/07/2026	GEN	51198	2517	MILLER, CANFIELD, PADDOCK AND STONE	726.00
01/07/2026	GEN	51199	2597	MISS DIG SYSTEM INC	1,490.66
01/07/2026	GEN	51200	7322	SHELLY MOFFIT	20.30
01/07/2026	GEN	51201	2087	NAPA AUTO PARTS	23.83
01/07/2026	GEN	51202	2683	PARAGON LABORATORIES INC	416.00
01/07/2026	GEN	51203	7401	PITNEY BOWES GLOBAL FINANCIAL SVCS	243.66
01/07/2026	GEN	51204	2910	RENT-RITE INC	115.00
01/07/2026	GEN	51205	2970	ROWE PROFESSIONAL SERV COMPANY	3,935.25
01/07/2026	GEN	51206	7534	SHRED EXPERTS LLC	60.00
01/07/2026	GEN	51207	7167	STATE INDUSTRIAL PRODUCTS	2,544.06
01/07/2026	GEN	51208	7450	STATE OF MICHIGAN	180.00
01/07/2026	GEN	51209	3220	TWIN LAWN/TWIN CITY LANDSCAPE	380.00
01/07/2026	GEN	51210	0241	VC3 INC	232.49
01/07/2026	GEN	51211	7561	ZACHARY FOSTER	65.80

GEN TOTALS:

Total of 34 Checks:	21,473.35
Less 0 Void Checks:	0.00
Total of 34 Disbursements:	21,473.35

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INVOICE APPROVAL REPORT FOR CITY OF ITHACA
POST DATES 01/06/2026 - 01/06/2026
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PAID

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AGENDA

INVOICE NUMBER	DESCRIPTION	AMOUNT	NOTES
<hr/>			
VENDOR NAME: ABC FASTENER GROUP, INC. A606577	SUPPLIES	81.27	
TOTAL VENDOR ABC FASTENER GROUP, INC.		81.27	
VENDOR NAME: ABDO SPOTLIGHT MAGIC WAGON 0082859	CHILDREN'S BOOKS	281.05	
TOTAL VENDOR ABDO SPOTLIGHT MAGIC WAGON		281.05	
VENDOR NAME: AMAZON CAPITAL SERVICES INVOICE	12/2025 CAPITAL SERVICES	740.97	
TOTAL VENDOR AMAZON CAPITAL SERVICES		740.97	
VENDOR NAME: AUTO VALUE ITHACA 308-783217	CLEANING SUPPLIES	62.75	
308-783053	SUPPLIES	340.20	
308-782882	OIL FILTER, BLADE	89.18	
308-783432	REPAIR KIT, SHOP TOWELS	45.17	
TOTAL VENDOR AUTO VALUE ITHACA		537.30	
VENDOR NAME: BARBARA BAILEY 005	MISC AUDIT AND EOY ASSISTANCE	170.00	
TOTAL VENDOR BARBARA BAILEY		170.00	
VENDOR NAME: BLACKSTONE PUBLISHING 2221837	BOOKS ON CD	59.95	
2221848	BOOKS ON CD	103.74	
TOTAL VENDOR BLACKSTONE PUBLISHING		163.69	
VENDOR NAME: BRUCE WALDRON EXCAVATING 1743	MATERIAL CRUSHING	4,998.00	
TOTAL VENDOR BRUCE WALDRON EXCAVATING		4,998.00	
VENDOR NAME: CENGAGE LEARNING INC / GALE 999101710470	BOOKS	25.49	
999101739641	BOOKS	41.98	
999101766087	BOOKS	214.33	
999101766076	BOOKS	111.16	
999101777693	BOOKS	26.99	
999101779879	BOOKS	76.47	
999101804498	BOOKS	26.39	
TOTAL VENDOR CENGAGE LEARNING INC / GALE		522.81	
VENDOR NAME: CINTAS CORP. 5310316602	12/2025 FIRST AID	104.39	
TOTAL VENDOR CINTAS CORP.		104.39	
VENDOR NAME: CLEANING SOLUTIONS 19780	10/2025 CLEANING - COMMUNITY CENTER	200.00	
TOTAL VENDOR CLEANING SOLUTIONS		200.00	
VENDOR NAME: CMS INTERNET LLC N5783-115	1/2026 CHARGES	377.35	
TOTAL VENDOR CMS INTERNET LLC		377.35	
VENDOR NAME: DRUG SCREENS PLUS AF 262484	2026 FMCSA FEE	159.00	
TOTAL VENDOR DRUG SCREENS PLUS		159.00	
VENDOR NAME: GRATIOT PLUMBING SUPPLY 30143	LEAK DETECTOR	10.99	
TOTAL VENDOR GRATIOT PLUMBING SUPPLY		10.99	
VENDOR NAME: HEATHER CONN INVOICE	11/2025 - 12/2025 CLEANING - CITY HALL	800.00	
INVOICE	11/2025 - 12/2025 CLEANING - LIBRARY	960.00	
TOTAL VENDOR HEATHER CONN		1,760.00	
VENDOR NAME: HUTSON INC			

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AGENDA

INVOICE NUMBER	DESCRIPTION	AMOUNT	NOTES
VENDOR NAME: HUTSON INC			
11110099	FILTERS & ELEMENTS	145.06	
TOTAL VENDOR HUTSON INC		145.06	
VENDOR NAME: INGRAM LIBRARY SERVICES			
92638490	BOOKS	17.28	
93126336	BOOKS	11.04	
93126337	BOOKS	16.20	
TOTAL VENDOR INGRAM LIBRARY SERVICES		44.52	
VENDOR NAME: ITHACA DDA			
INVOICE	REIMBURSE DDA DOLLARS	75.00	
TOTAL VENDOR ITHACA DDA		75.00	
VENDOR NAME: JOEL TACEY'S TIPTOP ENT.			
INVOICE	MAGIC SHOW - SUMMER READING PROGRAM	550.00	
TOTAL VENDOR JOEL TACEY'S TIPTOP ENT.		550.00	
VENDOR NAME: JUNIOR LIBRARY GUILD			
738174	CHILDREN'S BOOKS	13.82	
TOTAL VENDOR JUNIOR LIBRARY GUILD		13.82	
VENDOR NAME: MEDLER ELECTRIC COMPANY			
S5633730.001	LED 40W LIGHTS	105.08	
TOTAL VENDOR MEDLER ELECTRIC COMPANY		105.08	
VENDOR NAME: MILLER, CANFIELD, PADDOCK AND STONE			
1720183	11/2025 SERVICES	726.00	
TOTAL VENDOR MILLER, CANFIELD, PADDOCK AND STONE		726.00	
VENDOR NAME: MISS DIG SYSTEM INC			
20260214	2026 MEMBERSHIP FEES	1,490.66	
TOTAL VENDOR MISS DIG SYSTEM INC		1,490.66	
VENDOR NAME: MOFFIT SHELLY			
INVOICE	OCT - DEC 2025 MILEAGE	20.30	
TOTAL VENDOR MOFFIT SHELLY		20.30	
VENDOR NAME: NAPA AUTO PARTS			
580625	CAR POLISH, GLASS CLEANER	23.83	
TOTAL VENDOR NAPA AUTO PARTS		23.83	
VENDOR NAME: PARAGON LABORATORIES INC			
36037-259283	EPA METALS	341.00	
36037-259182	EPA METALS	75.00	
TOTAL VENDOR PARAGON LABORATORIES INC		416.00	
VENDOR NAME: PITNEY BOWES GLOBAL FINANCIAL SVCS			
33221565954	SEPT - DEC 2025 POSTAGE METER LEASE	243.66	
TOTAL VENDOR PITNEY BOWES GLOBAL FINANCIAL SVCS		243.66	
VENDOR NAME: RENT-RITE INC			
204897DT-1	11/2025 PORTABLE BATHROOM - WOODLAND PAR	115.00	
TOTAL VENDOR RENT-RITE INC		115.00	
VENDOR NAME: ROWE PROFESSIONAL SERV COMPANY			
0121772	PROJECT 2300716 - 2024 DWSRF	3,935.25	
TOTAL VENDOR ROWE PROFESSIONAL SERV COMPANY		3,935.25	
VENDOR NAME: SHRED EXPERTS LLC			
164081	12/2025 SHREDDING	60.00	
TOTAL VENDOR SHRED EXPERTS LLC		60.00	
VENDOR NAME: STATE CHEMICAL SOLUTIONS			
904043836	12/2025 WASTE WATER PROGRAM	2,544.06	
TOTAL VENDOR STATE CHEMICAL SOLUTIONS		2,544.06	

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INVOICE NUMBER	DESCRIPTION	AMOUNT NOTES
<hr/>		
VENDOR NAME: STATE OF MICHIGAN		
MIDEAL ID 537	2026 MIDEAL FEES	180.00
	TOTAL VENDOR STATE OF MICHIGAN	180.00
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VENDOR NAME: TWIN LAWN/TWIN CITY LANDSCAPE		
282688	LEAF REMOVAL & PRUNE	305.00
282735	LANDSCAPE SERVICE	75.00
	TOTAL VENDOR TWIN LAWN/TWIN CITY LANDSCAPE	380.00
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VENDOR NAME: VC3 INC		
VC3-230573	12/2025 MICROSOFT OFFICE	176.87
VC3-232020	12/2025 CLOUD PROTECTION	55.62
	TOTAL VENDOR VC3 INC	232.49
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VENDOR NAME: ZACHARY FOSTER		
INVOICE	12/2025 MILEAGE	65.80
	TOTAL VENDOR ZACHARY FOSTER	65.80
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GRAND TOTAL:		21,473.35