

**CITY OF ITHACA
CITY COUNCIL MEETING
December 2, 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, Clark Hubbard, Rick Koppleberger, Alison Lombardi and Kristyn Roethlisberger. Staff present was City Manager Jamey Conn and City Clerk Cathy Cameron.

Additional staff present was City Treasurer Luke Klifman.

Audience in attendance was Brooke Vernon, Brandon Ester, Randy & Cheri Ester, Deanna Paradise and others.

Moved by Koppleberger, second by Lombardi to approve the minutes of the regular meeting held November 18, 2025. Motion carried.

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

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

City Council Organization

Mayor Baublitz excused Councilpersons Rick Koppleberger and Alison Lombardi from their seat on the City Council.

Clerk Cameron administered the Oath of Office to re-elected Mayor Brett Baublitz.

Clerk Cameron administered the Oath of Office to re-elected Councilperson Clark Hubbard and newly elected Councilpersons Brandon Ester and Brooke Vernon.

Mayor Baublitz called for nominations to serve as Mayor Pro-Tempore. Councilperson Roethlisberger, Councilperson Hubbard and Councilperson Andrew each nominated themselves. Mayor Baublitz called for any further nominations; none were offered. Clerk Cameron stated that the election for Mayor Pro-Tempore would be conducted by ballot. Ballots were distributed to each Councilperson and the Mayor. Clerk Cameron collected all seven ballots and read aloud the name written on each, with Mayor Baublitz observing the written name on the ballot. Ballot results were as follows; Councilperson Roethlisberger with 1 vote, Councilperson Hubbard with 4 votes and Councilperson Andrew with 2 votes. Clerk Cameron announced that Councilperson Hubbard would serve as Mayor Pro-Tempore until November 2027. Councilperson Hubbard accepted the elected position and congratulations from the Council.

Clerk Cameron administered the Oath of Office to newly elected Mayor Pro-Tempore Clark Hubbard.

Mayor Baublitz presented Resolution 2025-15 in Recognition of Rick Koppleberger.

Moved by Hubbard, second by Andrew to adopt Resolution 2025-15 in Recognition of Rick Koppleberger. Motion carried by Roll Call Vote:

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

Nos: (0) None

Absent: (0) None

Mayor Baublitz presented Resolution 2025-16 in Recognition of Alison Lombardi.

Moved by Hubbard, second by Roethlisberger to adopt Resolution 2025-16 in Recognition of Alison Lombardi.

Motion carried by Roll Call Vote:

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

Nos: (0) None

Absent: (0) None

Mayor Baublitz stood and read aloud Resolution 2025-15 in Recognition of Rick Koppleberger. A signed original resolution was presented to Rick Koppleberger. Mayor and Councilpersons expressed their appreciation of Mr. Koppleberger.

Mayor Baublitz stood and read aloud Resolution 2025-16 in Recognition of Alison Lombardi. A signed original resolution was presented to Alison Lombardi. Mayor and Councilpersons expressed their appreciation of Mrs. Lombardi.

Public Comment

Mayor Baublitz asked for public comment. Resident Deanna Paradise addressed council on the city hunting ordinance.

Consent Agenda

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

- **City Manager's written report included updates and information on South Elementary, Hunting City Property, Westwind Development, Jim Wheeler Retirement, Greater Gratiot Development Board, Council changeover and DDA Dollars.**
- **Ithaca Unit Report for October 2025.**
- **Claims submitted to the Ways and Means Committee by City Treasurer Klifman and recommended for payment: Accounts Payable Checks #51124-51146, 1040(A) and Payroll Checks #17141-17143, DD #3510-3525, EFT #2094-2103 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

Mayor Baublitz reported that the Committee of the Whole had met prior to the Council Meeting that evening. The 2024-2025 Annual Financial Statements Audit report was presented by Christina Schaub of Roslund, Prestage & Company. There were no findings of internal control or compliance issues. It was a clean audit all around and received the highest opinion that can be received on the financial statements being presented fairly in all material respects. The Committee recommended its approval and placement on file with the State of Michigan. Mayor Baublitz congratulated Treasurer Klifman on a great first-time audit with the city.

Moved by Hubbard, second by Vernon to approve the 2024-2025 Annual Financial Statements Audit as presented and to place it on file with the State of Michigan. Motion carried.

City Manager Comments

Manager Conn reported that the investor who was interested in developing our lots in Westwind Estates has decided to walk away from the project based on recent market downturn and difficulty finding interested builders for that same reason.

Manager Conn expressed his appreciation to Mr. Koppleberger and Mrs. Lombardi for their service to the community and wished them well. He then welcomed Councilperson's Ester and Vernon to the city council.

Manager Conn stated that with the holidays around the corner, we have planned to gift DDA Dollars to those employees, board and committee members, volunteers and election workers who help make the city function as it does. We could not do what we do without this community of people that we appreciate so much!

Unfinished Business

There was none.

New Business

Treasurer Klifman presented a revision to the Capital Asset Policy. Adding under 6.8. Disposal and Transfer of City of Ithaca's Assets: *"disposition of property including equipment acquired with federal funds must comply with standards set forth in 2 CFR 200.313(e)."*

Moved by Hubbard, second by Roethlisberger to approve the revised Capital Asset Policy as presented. Motion carried.

Public Comment

Mayor Baublitz asked for public comments. There was none.

Announcements

Councilperson Andrew thanked the DPW crew for their efforts with leaf pick up this season. Manager Conn informed Council that the Union Street revised estimate came back with an increase to the project total cost. Council suggested that we pursue additional estimates for the proposed project.

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

The meeting adjourned at 5:58pm.

Approved 12-16-2025

Cathy Cameron

Cathy Cameron, City Clerk