



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

**City of Ithaca
City Council
Regular Meeting Agenda
Tuesday, February 3, 2026 @ 5:30 PM**

1. Call to Order
2. Pledge of Allegiance to the American Flag
3. Approval of Minutes: Regular Meeting January 20, 2026
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
 - a. Schedule Strategic Planning Meeting
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
January 20, 2026
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, Kristyn Roethlisberger and Brooke Vernon. Staff present was City Manager Jamey Conn and City Clerk Cathy Cameron.

Absent was Councilperson Brandon Ester.

Additional staff present was City Treasurer Luke Klifman.

Audience in attendance was none.

Moved by Hubbard, seconded by Roethlisberger to approve the minutes of the regular meeting held January 6, 2026. Motion carried.

Moved by Hubbard, seconded by Endter to excuse Councilperson Ester. Motion carried.

Mayor Baublitz asked for approval of the agenda and for any items to be removed from the Consent Agenda. Manager Conn requested to add Budget Amendments FY25-26 to the agenda under New Business. Mayor Baublitz placed it as item 10i.

Moved by Vernon, seconded by Hubbard to approve the Agenda (as amended by adding item 10i. Budget Amendments FY25-26) including the Consent Agenda. Motion carried.

Public Comment

Mayor Baublitz asked for public comment. There was none.

Consent Agenda

Moved by Hubbard, seconded by Andrew to approve the consent agenda items as listed:

- City Manager's written report included updates and information on Lawn Mowing Services, Police Services, Sink Hole, US127/Polk Road, Pharmacy, Crossing Guards and Speed Radar Signs.
- Ithaca Unit Reports for December 2025 and Fourth Quarter 2025.
- Claims submitted to the Ways and Means Committee by City Treasurer Klifman and recommended for payment: Accounts Payable Checks #51212-51250 and Payroll Checks #17152-17153, DD #3571-3585, EFT #2119-2122 as listed in the Check Register Book.
- Correspondence received was none.

Motion carried by Roll Call Vote:

Ayes: (6) Endter, Hubbard, Roethlisberger, Vernon, Andrew, Baublitz

Nos: (0) None

Absent: (1) Ester

Committee/Department Reports

Treasurer Klifman reported on the current priorities of the Treasurer's office. An update was provided on the single audit with RPC, regarding the City's federal funds spending in FY24-25. We are on track for completion with the deadline of March.

Moved by Hubbard, seconded by Andrew to receive the Financial Report. Motion carried.

City Manager Comments

Manager Conn informed council about a new sinkhole on East Center Street at Union Street. MDOT was onsite today for inspection. DPW Superintendent Smith will stay in communication with MDOT on their timeline for repairs. He reported that the new Ithaca Pharmacy is now open.

Unfinished Business

Treasurer Klifman provided the council with estimated costs for startup of our own police department including ongoing operational costs. Discussion was held on the next steps toward providing police services in the city. Council approved the Chief of Police job description as submitted by Manager Conn. Further directing him to advertise the open position within the local newspapers, the MML and on the city website.

New Business

Treasurer Klifman presented Resolution 2026-01: Public Act 152 Compliance.

Moved by Hubbard, seconded by Roethlisberger to adopt Resolution 2026-01: Public Act 152 Compliance.

Motion carried by Roll Call Vote:

Ayes: (6) Hubbard, Roethlisberger, Vernon, Andrew, Endter, Baublitz

Nos: (0) None

Absent: (1) Ester

Clerk Cameron presented Resolution 2026-02: STC Partial Poverty Exemption Guidelines.

Moved by Hubbard, seconded by Endter to adopt Resolution 2026-02: STC Partial Poverty Exemption Guidelines.

Motion carried by Roll Call Vote:

Ayes: (6) Hubbard, Roethlisberger, Vernon, Andrew, Endter, Baublitz

Nos: (0) None

Absent: (1) Ester

Clerk Cameron presented Resolution 2026-03: Poverty Income & Assets.

Moved by Hubbard, seconded by Vernon to adopt Resolution 2026-03: Poverty Income & Assets.

Motion carried by Roll Call Vote:

Ayes: (6) Roethlisberger, Vernon, Andrew, Endter, Hubbard, Baublitz

Nos: (0) None

Absent: (1) Ester

Clerk Cameron presented Resolution 2026-04: Adopt Alternate Dates for Board of Review.

Moved by Roethlisberger, seconded by Hubbard to adopt Resolution 2026-04: Adopt Alternate Dates for Board of Review.

Motion carried by Roll Call Vote:

Ayes: (6) Vernon, Andrew, Endter, Hubbard, Roethlisberger, Baublitz

Nos: (0) None

Absent: (1) Ester

Clerk Cameron presented Resolution 2026-05: Allow Written Protests to the Board of Review.

Moved by Hubbard, seconded by Roethlisberger to adopt Resolution 2026-05: Allow Written Protests to the Board of Review.

Motion carried by Roll Call Vote:

Ayes: (6) Andrew, Endter, Hubbard, Roethlisberger, Vernon, Baublitz

Nos: (0) None

Absent: (1) Ester

Clerk Cameron presented Resolution 2026-06: Consumers Energy Lighting Change.

Moved by Hubbard, seconded by Andrew to adopt Resolution 2026-06: Consumers Energy Lighting Change.

Motion carried by Roll Call Vote:

Ayes: (6) Endter, Hubbard, Roethlisberger, Vernon, Andrew, Baublitz

Nos: (0) None

Absent: (1) Ester

Clerk Cameron presented Resolution 2026-07: Re-Establishing the Ithaca Police Department.

Moved by Andrew, seconded by Roethlisberger to adopt Resolution 2026-07: Re-Establishing the Ithaca Police Department.

Motion carried by Roll Call Vote:

Ayes: (6) Hubbard, Roethlisberger, Vernon, Andrew, Endter, Baublitz

Nos: (0) None

Absent: (1) Ester

Manager Conn presented an Addendum to the Mowing Services Contract with Mid-Michigan Turf Pros, LLC. This will extend the original contract for an additional two years, 2026 and 2027. The agreed upon rate per mow will increase by 10% during that time.

Moved by Hubbard, seconded by Vernon to approve the Addendum to the Mowing Services Contract with Mid-Michigan Turf Pros, LLC. for two years with a 10% increase in rates. Motion carried.

Treasurer Klifman presented a budget amendment for FY25-26. The change is necessary due to the School Crossing Guards payroll becoming the cities responsibility as of January 1, 2026. An increase of \$9,200 for wages, with Ithaca Public Schools reimbursing the city \$4,600 (50% of the wages per agreement).

Moved by Endter, seconded by Andrew to approve the budget amendment for FY25-26 in the amount of \$9,200 to cover payroll wages for the School Crossing Guards. Motion carried.

Public Comment

Mayor Baublitz asked for public comments. There was none.

Announcements

There was none.

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

The meeting adjourned at 6:26pm.

Cathy Cameron

Cathy Cameron, City Clerk



CITY OF ITHACA, MICHIGAN
City Manager Report to the City Council
February 3, 2026

- 1. POLICE CHIEF AD:** The Police Chief advertisement for hire has been placed on our website, appeared in the January 28th edition of the Gratiot County Herald, and the Morning Sun from January 27th through February 2nd. The application deadline runs through February 13th or until the position is filled.
- 2. DPW FT & SEASONAL AD:** We are looking to place an advertisement for one full-time and seasonal help shortly. We'd like to replace the recently vacated FT spot if we get the right applicant. The current hourly rate for seasonals is \$15/HR.
- 3. BENDZINSKI & COMPANY:** Treasurer Klifman and I met with the city's financial advisor, Andy Campbell, to review funding options for Union Street. Andy is planning to attend a council meeting in the near future to explain our options to the council.
- 4. PRO COMM, INC.:** I have a meeting next week at Pro Comm to tour their facilities and discuss police vehicles and the upfitting options. Ultimately, I will get an estimate from them and hopefully two other companies for a police vehicle and build out.
- 5. GOOD MORNING GRATIOT:** The Gratiot County Chamber's annual business breakfast awards were held on January 29th. Ithaca award winners for this year's event included **New Business or New Ownership** recognition to Ithaca Business and Tax Service, The Gathering Hub, Mid-State Printing, Horvat Family Dental, and America's Choice Realty. **Business Improvements** awarded to Lace and Grace Clothing Company. The **Ithaca Community Award** went to Daily Living Homecare. Receiving **Industrial Awards** were Capital Steel & Wire and Trinity Truck & Trailer.
- 6. GIS SYSTEM:** Staff had a virtual meeting and demonstration from Clear Flow, LLC. They are an Arc-Gis system that simplifies operations and automates workflow. It is a fairly expensive program with a five-year annual fee attached. We are looking to upgrade the city's archaic system of utility locations with user-friendly programs. We plan to test other options as well.
- 7. COPIER:** Noordyk Business Equipment will be delivering the new copier next week. Our current copier service agreement has recently expired, and parts are no longer available. The quality of copying issues has steadily gotten worse, so it was time to replace it. After delivery, they will be salvaging our current copier and an old one in the police bay.

Respectfully submitted,
 Jamey Conn

01/30/2026 03:23 PM
User: SHELLY
DB: Ithaca

CHECK REGISTER FOR CITY OF ITHACA
CHECK DATE FROM 01/28/2026 - 02/04/2026

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AGENDA

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank GEN GENERAL FUND					
01/28/2026	GEN	51251	7297	FERGUSON WATERWORKS #3386	1,070.75 V
01/28/2026	GEN	51252	7297	FERGUSON WATERWORKS #3386	1,070.75
02/04/2026	GEN	51253	0089	A-1 TRUCK PARTS, INC.	357.69
02/04/2026	GEN	51254	0095	ABC FASTENER GROUP, INC.	150.48
02/04/2026	GEN	51255	0260	CITY OF ALMA	919.00
02/04/2026	GEN	51256	7609	AMAZON CAPITAL SERVICES	1,403.80
02/04/2026	GEN	51257	1748	APPLIED INNOVATION	286.60
02/04/2026	GEN	51258	2580	AUTO VALUE ITHACA	379.85
02/04/2026	GEN	51259	0405	BS&A SOFTWARE	540.00
02/04/2026	GEN	51260	7577	CAPITAL AREA DISTRICT LIBRARY	26.60
02/04/2026	GEN	51261	1453	CENGAGE LEARNING INC / GALE	148.44
02/04/2026	GEN	51262	0806	CINTAS CORP.	151.60
02/04/2026	GEN	51263	6688	DETROIT SALT COMPANY	3,327.45
02/04/2026	GEN	51264	1600	GRATIOT COUNTY HERALD	90.00
02/04/2026	GEN	51265	7608	INGRAM LIBRARY SERVICES	49.11
02/04/2026	GEN	51266	2294	MMNET - GIRESO	862.50
02/04/2026	GEN	51267	2087	NAPA AUTO PARTS	14.99
02/04/2026	GEN	51268	7590	PIONEER RESEARCH	701.65
02/04/2026	GEN	51269	2910	RENT-RITE INC	115.00
02/04/2026	GEN	51270	6677	SCOTLAND OIL COMPANY INC	678.28
02/04/2026	GEN	51271	3060	SHULTS EQUIPMENT, INC.	2,150.00
02/04/2026	GEN	51272	7167	STATE INDUSTRIAL PRODUCTS	2,544.06
02/04/2026	GEN	51273	7281	TIMAC AGRO USA, INC	450.00
02/04/2026	GEN	51274	0241	VC3 INC	228.37
02/04/2026	GEN	51275	7613	NOORDYK BUSINESS EQUIPMENT	8,756.13 V
02/04/2026	GEN	51276			0.00 V
02/04/2026	GEN	51277	7613	NOORDYK BUSINESS EQUIPMENT	8,756.13

GEN TOTALS:

Total of 27 Checks: 35,229.23
Less 3 Void Checks: 9,826.88

Total of 24 Disbursements: 25,402.35

User: SHELLY
DB: IthacaPOST DATES 02/03/2026 - 02/03/2026
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: GEN

INVOICE NUMBER	DESCRIPTION	AMOUNT NOTES
VENDOR NAME: A-1 TRUCK PARTS, INC. 198-531626	FLOOR MATS	357.69
	TOTAL VENDOR A-1 TRUCK PARTS, INC.	357.69
VENDOR NAME: ABC FASTENER GROUP, INC. A609977	SUPPLIES	150.48
	TOTAL VENDOR ABC FASTENER GROUP, INC.	150.48
VENDOR NAME: ALMA CITY OF 26-0005578	SEASONAL TESTING	919.00
	TOTAL VENDOR ALMA CITY OF	919.00
VENDOR NAME: AMAZON CAPITAL SERVICES 1XD6-KX6L-VN46 1MPQ-HFVD-CDWM 1NSM-KTY6-76LW 1J97-KVWV-CQDP 1G1Q-XKNQ-RDXV 139T-YR9C-FTTD 1DP7-NDVP-NLM7 1HLG-HRCK-93WC 1NTD-7QVN-463Q 1V9H-4DWX-N7WX 1VWW-63XP-WLN3 1R6C-TVNC-TDQG 17WM-4YM6-X9W6	BOOKS & SUPPLIES BOOKS SUMMER READING SUPPLIES BOOKS BOOKS & SUPPLIES ART BOOK BOOKS BOOKS & SUPPLIES BOOKS SUPPLIES BOOKS & SUPPLIES BOOKS BOOKS	22.91 15.94 773.77 90.20 39.36 20.89 49.50 74.04 29.00 82.69 63.84 5.96 135.70
	TOTAL VENDOR AMAZON CAPITAL SERVICES	1,403.80
VENDOR NAME: APPLIED INNOVATION 3050431	10/2025 - 1/2026 COPIES - CITY HALL	286.60
	TOTAL VENDOR APPLIED INNOVATION	286.60
VENDOR NAME: AUTO VALUE ITHACA 308-784685 308-784278 308-784097 308-784275	DSL SUPPLEMENT TIMBREN SES KIT MYSTIC POLISH GRIP CHUCK, LUBE APPLICATOR	41.78 275.00 39.59 23.48
	TOTAL VENDOR AUTO VALUE ITHACA	379.85
VENDOR NAME: BS&A SOFTWARE 165440	CEMETERY MGT SYSTEM - ANNUAL SERVICE/SUP	540.00
	TOTAL VENDOR BS&A SOFTWARE	540.00
VENDOR NAME: CAPITAL AREA DISTRICT LIBRARY MC26-25	LOST BOOK	26.60
	TOTAL VENDOR CAPITAL AREA DISTRICT LIBRARY	26.60
VENDOR NAME: CENGAGE LEARNING INC / GALE 999101809105 999101911682 999101915584	BOOKS BOOKS BOOKS	41.98 52.48 53.98
	TOTAL VENDOR CENGAGE LEARNING INC / GALE	148.44
VENDOR NAME: CINTAS CORP. 5315020301	FIRST AID	151.60
	TOTAL VENDOR CINTAS CORP.	151.60
VENDOR NAME: DETROIT SALT COMPANY SI26-35183	ROCK SALT	3,327.45
	TOTAL VENDOR DETROIT SALT COMPANY	3,327.45
VENDOR NAME: GRATIOT COUNTY HERALD INVOICE	2 YEAR SUBSCRIPTION - LIBRARY	90.00
	TOTAL VENDOR GRATIOT COUNTY HERALD	90.00
VENDOR NAME: INGRAM LIBRARY SERVICES 93669245 93669246	BOOKS BOOKS	29.69 19.42

INVOICE NUMBER	DESCRIPTION	AMOUNT NOTES
VENDOR NAME: INGRAM LIBRARY SERVICES		
	TOTAL VENDOR INGRAM LIBRARY SERVICES	49.11
VENDOR NAME: MMNET - GIRES		
13011	7/2025 - 12/2025 INTERNET SERVICE - LIBR	862.50
	TOTAL VENDOR MMNET - GIRES	862.50
VENDOR NAME: NAPA AUTO PARTS		
581052	CERAMIC SPRAY COATING	14.99
	TOTAL VENDOR NAPA AUTO PARTS	14.99
VENDOR NAME: NOORDYK BUSINESS EQUIPMENT		
55151	KONICA MINOLTA BIZHUB C301 COPIER/PRINT	8,756.13
	TOTAL VENDOR NOORDYK BUSINESS EQUIPMENT	8,756.13
VENDOR NAME: PIONEER RESEARCH		
267566	EN SOLV	701.65
	TOTAL VENDOR PIONEER RESEARCH	701.65
VENDOR NAME: RENT-RITE INC		
204897DU-1	PORTABLE BATHROOM - WOODLAND PARK	115.00
	TOTAL VENDOR RENT-RITE INC	115.00
VENDOR NAME: SCOTLAND OIL COMPANY INC		
297070	DIESEL FUEL	678.28
	TOTAL VENDOR SCOTLAND OIL COMPANY INC	678.28
VENDOR NAME: SHULTS EQUIPMENT, INC.		
0109507-IN	UNDER BODY SCRAPER BLADES	2,150.00
	TOTAL VENDOR SHULTS EQUIPMENT, INC.	2,150.00
VENDOR NAME: STATE CHEMICAL SOLUTIONS		
904077061	1/2026 WASTE WATER PROGRAM	2,544.06
	TOTAL VENDOR STATE CHEMICAL SOLUTIONS	2,544.06
VENDOR NAME: TIMAC AGRO USA, INC		
93778	BEAR ICE MELT	450.00
	TOTAL VENDOR TIMAC AGRO USA, INC	450.00
VENDOR NAME: VC3 INC		
VC3-235751	1/2026 MICROSOFT 365	176.87
VC3-236052	1/2026 CLOUD PROTECTION	51.50
	TOTAL VENDOR VC3 INC	228.37
GRAND TOTAL:		24,331.60