

**CITY OF ITHACA
CITY COUNCIL MEETING
January 7, 2025
7:00 PM**

The regular meeting of the City of Ithaca City Council was called to order by Mayor Brett Baublitz at 7:00pm. and followed by the Pledge of Allegiance to the Flag.

Present were Mayor Brett Baublitz, Councilpersons James Andrew, Rob Endter, Alison Jerome and Rick Koppleberger. Staff present was City Clerk Cathy Cameron.

Absent were Councilpersons Clark Hubbard, Kristyn Roethlisberger and City Manager Jamey Conn.

Audience in attendance was Nick Lombardi.

Moved by Andrew, second by Koppleberger to approve the minutes of the regular meeting held December 17 and special meeting held December 19, 2024 Motion carried.

Moved by Jerome, second by Koppleberger to excuse Councilpersons Hubbard and Roethlisberger. Motion carried.

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

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

Public Comment

Mayor Baublitz asked for public comment. There was none.

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 AMAR Certificate, Radio Readers Update, Well Pumps Maintenance, Hunting-City Limits, MDOT and Treasurer/ Finance Director Update.
- Claims submitted to the Ways and Means Committee by City Treasurer Fandell and recommended for payment: Accounts Payable Checks #50323-50350 and Payroll Checks #17032-17037, DD #3117-3142, EFT #1925-1933 as listed in the Check Register Book.
- Correspondence received was 2024 Pension & OPEB Report

Motion carried by Roll Call Vote:

Ayes: (5) Andrew, Endter, Jerome, Koppleberger, Baublitz

Nos: (0) None

Absent: (2) Roethlisberger, Hubbard

Committee/Department Reports

There was none.

City Manager Comments

There was none.

Unfinished Business

There was none.

New Business

There was none.

Public Comment

Mayor Baublitz asked for public comments. There was none.

Announcements

There was none.

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

The meeting adjourned at 7:02pm.

Approved 1-21-2025

Cathy Cameron

Cathy Cameron, City Clerk

**CITY OF ITHACA
CITY COUNCIL MEETING
January 21, 2025
7:00 PM**

The regular meeting of the City of Ithaca City Council was called to order by Mayor Pro-Tem Rick Koppleberger at 7:00pm. and followed by the Pledge of Allegiance to the Flag.

Present were Mayor Pro-Tem Rick Koppleberger, Councilpersons James Andrew, Rob Endter, Clark Hubbard and Alison Jerome. Staff present was City Manager Jamey Conn and City Clerk Cathy Cameron.

Additional staff present were City Treasurer Barb Fandell and Lt. Eric Leonard.

Absent were Mayor Brett Baublitz and Councilperson Kristyn Roethlisberger.

Audience in attendance was Fred Render and Kade Preston with Capital Steel & Wire, Kasey Zehner and Jim Wheeler with Greater Gratiot Development and Shannon McKnight.

Moved by Jerome, second by Hubbard to approve the minutes of the regular meeting held January 7, 2025. Motion carried.

Moved by Andrew, second by Hubbard to excuse Mayor Baublitz and Councilperson Roethlisberger. Motion carried.

Mayor Pro-Tem Koppleberger asked for approval of the agenda and for any items to be removed from the Consent Agenda.

Moved by Hubbard, second by Jerome to approve the Agenda including the Consent Agenda. Motion carried.

Public Comment

Mayor Pro-Tem Koppleberger asked for public comment. There was none.

Consent Agenda

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

- City Manager's written report, which included updates and information on Speed Radar Signs, SRF Projects 2025, St. Charles Road, 2025 Events Calendar, Capital Improvement Plan & Strategic Planning and Ribbon Cutting.
- Ithaca Unit Report for December 2024.
- Financial Reports for November 2024.
- Claims submitted to the Ways and Means Committee by City Treasurer Fandell and recommended for payment: Accounts Payable Checks #50351-50386 and Payroll Checks #17038-17040, DD #3143-3155, EFT #1934-1939 as listed in the Check Register Book.
- Correspondence received was none.

Motion carried by Roll Call Vote:

Ayes: (5) Andrew, Endter, Hubbard, Jerome, Koppleberger

Nos: (0) None

Absent: (2) Roethlisberger, Baublitz

Mayor Pro-Tem Koppleberger stated that it was time for the public hearing on the Industrial Facilities Tax Exemption for Capital Steel & Wire, Inc.

Moved by Hubbard, second by Endter to enter into a public hearing to take comments on the Industrial Facilities Tax Exemption application submitted by Capital Steel & Wire Inc. Motion carried.

Mayor Pro-Tem Koppleberger opened the public hearing at 7:pm.

Manager Conn turned it over to Kasey Zehner with Greater Gratiot Development. Ms. Zehner stated that Capital Steel and Wire, Inc. recently purchased a vacant industrial building in the South Ithaca Industrial Park and is completing significant renovations to better serve their manufacturing processes. These include new overhead doors, significant electrical work, and site modifications to accommodate the necessary truck traffic. Total of real property improvements is \$1,464,780. The company is also investing over \$1M in personal property, subject to ESA. They will employ a minimum of 10 new FTE positions within two years at the Ithaca location. The request is for a 12-year exemption.

Mayor Pro-Tem Koppleberger asked for additional comments. None were offered.

Moved by Hubbard, second by Andrew to close the public hearing. Motion carried.

Mayor Pro-Tem Koppleberger closed the public hearing at 7:05pm.

Moved by Hubbard, second by Endter to approve the Industrial Facilities Tax Exemption for Capital Steel & Wire Inc. and authorize the City Clerk to sign. Motion carried.

Mayor Pro-Tem Koppleberger presented Resolution 2025-02: Approving an IFE Application of Capital Steel & Wire Inc.

Moved by Hubbard, second by Endter to adopt Resolution 2025-02: Approving an IFE Application of Capital Steel & Wire Inc.

Motion carried by Roll Call Vote:

Ayes: (5) Endter, Hubbard, Jerome, Andrew, Koppleberger

Nos: (0) None

Absent: (2) Roethlisberger, Baublitz

Committee/Department Reports

Lt. Leonard reported on the quarterly activity of the Ithaca Unit covering October through December 2024.

Moved by Jerome, second by Hubbard to receive the Ithaca Unit 4th Quarter 2024 verbal report. Motion carried.

Treasurer Fandell reported on the status of legislative bills currently within the House and Senate.

Moved by Andrew, second by Hubbard to receive the Treasurers verbal report. Motion carried.

City Manager Comments

Manager Conn provided an update on the grant submission for speed radar signs.

Unfinished Business

There was none.

New Business

Treasurer Fandell presented Resolution 2025-01: Public Act 152 Compliance.

Moved by Hubbard, second by Jerome to adopt Resolution 2025-01: Public Act 152 Compliance.

Motion carried by Roll Call Vote:

Ayes: (5) Hubbard, Jerome, Andrew, Endter, Koppleberger

Nos: (0) None

Absent: (2) Roethlisberger, Baublitz

Public Comment

Mayor Pro-Tem Koppleberger asked for public comments. There was none.

Announcements

Clerk Cameron announced that the annual Strategic Planning Meeting has been scheduled for Wednesday, February 5th from 5pm-7pm.

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

The meeting adjourned at 7:21pm.

Approved 2-4-2025

Cathy Cameron

Cathy Cameron, City Clerk

**CITY OF ITHACA
CITY COUNCIL MEETING
February 4, 2025
7:00 PM**

The regular meeting of the City of Ithaca City Council was called to order by Mayor Brett Baublitz at 7:00pm. and followed by the Pledge of Allegiance to the Flag.

Present were Mayor Brett Baublitz, Councilpersons James Andrew, Rob Endter, Clark Hubbard, Alison Jerome, Rick Koppleberger and Kristyn Roethlisberger. Staff present was City Clerk Cathy Cameron.

Absent was City Manager Jamey Conn.

Audience in attendance was Melissa Viggiano and Emma Garrett.

Moved by Andrew, second by Hubbard to approve the minutes of the regular meeting held January 21, 2025. Motion carried.

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

Moved by Koppleberger, second by Jerome to approve the Agenda including the Consent Agenda. Motion carried.

Public Comment

Mayor Baublitz asked for public comment. Melissa Viggiano and Emma Garrett introduced themselves and stated that they were in attendance as part of a class assignment.

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 Treasurer/Finance Director, Good Morning Gratiot, Strategic Plan 2025, Code Infraction Fines\ and Speed Radar Signs.
- Claims submitted to the Ways and Means Committee by City Treasurer Fandell and recommended for payment: Accounts Payable Checks #50387-50423 (checks #50389-50423 were voided due to printing alignment error (#50424-50426) and were reprinted as #50427-50461); Grant Check #1257 and Payroll Checks #17041-17044, DD #3156-3168, EFT #1940-1948 as listed in the Check Register Book.
- Correspondence received was none.

Motion carried by Roll Call Vote:

Ayes: (7) Jerome, Koppleberger, Roethlisberger, Andrew, Endter, Hubbard, Baublitz

Nos: (0) None

Absent: (0) None

Committee/Department Reports

There was none.

City Manager Comments

There was none.

Unfinished Business

There was none.

New Business

Clerk Cameron presented the Ithaca Public Schools Election Coordination Agreement covering elections held beginning January 30, 2025 through January 31, 2029.

Moved by Hubbard, second by Andrew to approve the Ithaca Public Schools Election Coordination Agreement for January 30, 2025 through January 31, 2029. Motion carried.

Clerk Cameron presented Resolution 2025-03: Ithaca Public Schools PTO, Charitable Gaming License.

Moved by Hubbard, second by Roethlisberger to adopt Resolution 2025-03: Ithaca Public Schools PTO, Charitable Gaming License.

Motion carried by Roll Call Vote:

Ayes: (7) Koppleberger, Roethlisberger, Andrew, Endter, Hubbard, Jerome, Baublitz

Nos: (0) None

Absent: (0) None

Public Comment

Mayor Baublitz asked for public comments. There was none.

Announcements

There was none.

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

The meeting adjourned at 7:05pm.

Approved 2-18-2025

Cathy Cameron

Cathy Cameron, City Clerk

**CITY OF ITHACA
CITY COUNCIL MEETING
February 18, 2025
7:00 PM**

The regular meeting of the City of Ithaca City Council was called to order by Mayor Brett Baublitz at 7:00pm. and followed by the Pledge of Allegiance to the Flag.

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

Absent was Councilperson Alison Jerome.

Audience in attendance was Shannon McKnight.

Moved by Koppleberger, second by Hubbard to approve the minutes of the regular meeting held February 4, 2025. Motion carried.

Moved by Andrew, second by Hubbard to excuse Councilperson Jerome. 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 Ellens Property to the agenda under New Business. Mayor Baublitz placed it as item 10g.

Moved by Hubard, second by Koppleberger to approve the Agenda (as amended by adding item 10g. Ellens Property) including the Consent Agenda. Motion carried.

Public Comment

Mayor Baublitz asked for public comment. There was none.

Consent Agenda

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

- City Manager's written report, which included updates and information on MML Loss Control Meeting, Michigan Tax Tribunal, Meters and Readers, Mini Excavator and Speed Radar Signs.
- Ithaca Unit Report for January 2025.
- Financial Reports for January 2025.
- Claims submitted to the Ways and Means Committee by City Treasurer Fandell and recommended for payment: Accounts Payable Checks #50462-50496); and Payroll Checks #17045-17049, DD #3169-3183, EFT #1950-1954 as listed in the Check Register Book.
- Correspondence received was none.

Motion carried by Roll Call Vote:

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

Nos: (0) None

Absent: (1) Jerome

Committee/Department Reports

Mayor Bublitz reported on the Committee of the Whole meeting held on February 5th to discuss Strategic Planning for 2025. The committee recommended the following: Consider replacement of the exhibit barn roof; Replace roadway on Pine River for SRF; Purchase Mini Excavator and New Water Meters; and Engineer storm

drain in 200 block of North Elm. The committee further recommended that there be no change in city elections being held on odd years.

Moved by Koppleberger, second by Roethlisberger to accept the Committee of the Whole report and recommendations to Council. Motion carried.

City Manager Comments

Manager Conn provided an update on the Michigan Tax Tribunal filed by Gemini Capital, which has since been withdrawn.

Unfinished Business

There was none.

New Business

Manager Conn presented the quote from Ferguson Waterworks for purchase of new water meters and radio frequencies in the amount of \$57,423.90. The cost will come from the ARPA funds.

Moved by Endter, second by Andrew to approve the purchase of water meter supplies from Ferguson Waterworks in the amount of \$57,423.90 using ARPA funding. Motion carried.

Manager Conn presented the quote from Ellens Equipment for purchase of a mini excavator in the amount of \$50,000. This is the same mini excavator the DPW crew has been using for the past year, which was acquired using a lease program that will soon be discontinued. The cost will come from the ARPA funds.

Moved by Koppleberger, second by Hubbard to approve the purchase of the mini excavator from Ellens Equipment in the amount of \$50,000 using ARPA funding. Motion carried.

Manager Conn presented the Michigan Earned Sick Time Act Policy, which is set to go into effect on February 21, 2025. At this time, both the Michigan House of Representatives and the Michigan Senate have proposed amendments that could significantly revise the Act. Governor Whitmer has urged both House and Senate leaders to reach a comprise on the proposed changes prior to the effective date. She has called for a delay in the Act's implementation date until July 1, 2025, to give the legislature time to work out a compromise and allow Michigan businesses time to comply. Discussion was held. Councilperson Hubbard suggested that the city policy be approved as presented, however it would be void if the Act is altered at the state level.

Moved by Hubbard, second by Koppleberger to approve the Michigan Earned Sick Time Act Policy as presented with condition that it be void should the Act be altered at the state level. Motion carried.

Clerk Cameron presented the following policies/guidelines as submitted by the City Assessor, which are required to be approved and/or adopted annually.

- Res 2025-04: STC Partial Poverty Exemption Guidelines
- Res 2025-05: Poverty Income & Assets 2025
- Res 2025-06: Adopt Alternate Dates for Board of Review

Moved by Hubbard, second by Roethlisberger to adopt Resolution 2025-04: State Tax Commission Partial Poverty Exemption Guidelines.

Motion carried by Roll Call vote:

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

Nos: (0) None

Absent: (1) Jerome

Moved by Hubbard, second by Andrew to adopt Resolution 2025-05: Poverty Income & Assets 2025.

Motion carried by Roll Call vote:

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

Nos: (0) None

Absent: (1) Jerome

Moved by Andrew, second by Hubbard to adopt Resolution 2025-06: Adopt Alternate Dates for Board of Review.

Motion carried by Roll Call vote:

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

Nos: (0) None

Absent: (1) Jerome

Manager Conn provided an update on the vacant property negotiations with Ellens Equipment. The owners of Ellens have stated their final offer of \$15,000 for the parcel or they would move their equipment off the property. Discussion was held. Council directed Manager Conn to stand firm with the city offer of \$20,000, or to include the mini excavator quote within the negotiations.

Public Comment

Mayor Baublitz asked for public comments. There was none.

Announcements

Councilperson Hubbard commended the DPW crew on their snow removal process. Manager Conn expressed his gratitude to the Council for allowing him to miss recent meetings as he was attending his son's basketball games as a senior at the high school.

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

The meeting adjourned at 7:18pm.

Approved 3-4-2025

Cathy Cameron

Cathy Cameron, City Clerk

**CITY OF ITHACA
CITY COUNCIL MEETING
March 4, 2025
7:00 PM**

The regular meeting of the City of Ithaca City Council was called to order by Mayor Brett Baublitz at 7:00pm. and followed by the Pledge of Allegiance to the Flag.

Present were Mayor Brett Baublitz, Councilpersons James Andrew, Rob Endter, Clark Hubbard, Alison Jerome, Rick Koppleberger and Kristyn Roethlisberger. Staff present was City Manager Jamey Conn and City Clerk Cathy Cameron.

Absent was none.

Audience in attendance was Shannon McKnight.

Moved by Hubbard, second by Andrew to approve the minutes of the regular meeting held February 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 Koppleberger to approve the Agenda including the Consent Agenda. Motion carried.

Public Comment

Mayor Baublitz asked for public comment. There was none.

Consent Agenda

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

- City Manager's written report included updates and information on Burning Permits, SRF Construction Update, March BOR, Appreciation Letters, Alley Paving and Capital Improvement Plan.
- Claims submitted to the Ways and Means Committee by City Treasurer Fandell and recommended for payment: Accounts Payable Checks #50497-50519; Water Sewer Bond Debt Checks #30(A)-31(A); and Payroll Checks #17050-17054, DD #3184-3197, EFT #1955-1963 as listed in the Check Register Book.
- Correspondence received was none.

Motion carried by Roll Call Vote:

Ayes: (7) Jerome, Koppleberger, Roethlisberger, Andrew, Endter, Hubbard, Baublitz

Nos: (0) None

Absent: (0) None

Committee/Department Reports

There was none.

City Manager Comments

Manager Conn reported that Chief Nelson has received requests from property owners on the outskirts of town for burn permits. Discussion was held. Although there is no burning allowed within the city limits, the council gave permission for Chief Nelson to use his discretion, on a case-by-case basis, to determine the issuance of a burn permit for those residents that reside at the city limits.

Manager Conn informed Council that he and Mayor Baublitz had spoken briefly about the possibility of changing the time of the city council meetings. Discussion was held with new time options. The matter will be placed on the agenda at the next council meeting.

Unfinished Business

There was none.

New Business

Manager Conn presented two quotes for the paving of the alleyway between Sparrow Medical Office and Mercantile Bank. The portion would be from Center Street to the north end of the medical office parking lot. The lowest quote came in at \$14,000 from Yeager Asphalt.

Moved by Hubbard, second by Koppleberger to award the paving project to Yeager Asphalt in the amount of \$14,000 and amend the budget as necessary. Motion carried.

Public Comment

Mayor Baublitz asked for public comments. There was none.

Announcements

Clerk Cameron announced that nominating petitions are available to those seeking another term as Mayor or Councilperson.

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

The meeting adjourned at 7:18pm.

Approved 3-18-2025

Cathy Cameron

Cathy Cameron, City Clerk

**CITY OF ITHACA
CITY COUNCIL MEETING
March 18, 2025
7:00 PM**

The regular meeting of the City of Ithaca City Council was called to order by Mayor Brett Baublitz at 7:00pm. and followed by the Pledge of Allegiance to the Flag.

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

Absent was Councilperson Alison Jerome.

Audience in attendance was Shannon McKnight and Brooke Vernon.

Moved by Koppleberger, second by Andrew to approve the minutes of the regular meeting held March 4, 2025. Motion carried.

Moved by Hubbard, second by Endter to excuse Councilperson Jerome. 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 Personnel Evaluations to the agenda under New Business. Mayor Baublitz placed it as item 10f.

Moved by Hubard, second by Roethlisberger to approve the Agenda (as amended by adding item 10f. Personnel Evaluations) including the Consent Agenda. Motion carried.

Public Comment

Mayor Baublitz asked for public comment. There was none.

Consent Agenda

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

- City Manager's written report included updates and information on Downtown Block, Dilts Road Property, DWSRF Project, Brush Pile, G.A.S. Meeting, Pig Scramble and Budget.
- Ithaca Unit Report – February 2025
- Financial Reports – February 2025
- Claims submitted to the Ways and Means Committee by City Treasurer Fandell and recommended for payment: Accounts Payable Checks #50520-50558; and Payroll Checks #17055-17059, DD #3198-3211, EFT #1964-1969 as listed in the Check Register Book.
- Correspondence received was none.

Motion carried by Roll Call Vote:

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

Nos: (0) None

Absent: (1) Jerome

Committee/Department Reports

There was none.

City Manager Comments

Manager Conn reported that MDOT has informed the city that the downtown block must be removed from the major street map to the local street map. They are claiming that due to the speed table in the middle, it is miscategorized. Discussion was held regarding the fact that this was an MDOT project, and that the city had no choice in how it was done. Due to this affecting our major street funding, we are in communication with MDOT and Rowe Engineering to resolve the concern and keep the block categorized as a major street.

The Dilts Road property negotiations with Ellen's Equipment have come to an agreement, with the price being set at \$17,500 for the one-acre parcel. The city will proceed with the proper paperwork.

The water main replacement project has begun in the 100-200 block of South Pine River. Manager Conn reported that he has met with the G.A.S. president regarding the fairground structures and the position of the city moving forward.

Unfinished Business

There was none.

New Business

Clerk Cameron presented the 2024 Annual Planning Commission and Zoning Board of Appeals Report.

Moved by Andrew, second by Koppleberger to accept the 2024 Annual PC & ZBA Report as submitted. Motion carried.

Manager Conn presented the proposed Capital Improvement Plan for 2025-2031 and requested a public hearing be set for May 20th. The Planning Commission reviewed and recommended the plan to council at their regular meeting held on March 11th.

Moved by Koppleberger, second by Hubbard to accept the proposed Capital Improvement Plan 2025-2031 and set a public hearing for May 20, 2025. Motion carried.

Mayor Baublitz opened the floor for final discussion on the city council meeting time change proposal to 5pm. Councilperson Andrew disagreed, stating that it may not be a convenient time for the public to attend. Councilperson Hubbard was in favor of an earlier meeting time and offered up a 5:30pm option. Discussion was held. Mayor Baublitz did inform council that he spoke with Councilperson Jerome earlier that afternoon and she was in favor of an earlier meeting time.

Moved by Endter, second by Roethlisberger to approve the city council regular meeting time to be set at 5:30pm. and continue being held on the first and third Tuesdays of each month, effective April 1, 2025.

Motion carried by Roll Call Vote:

Ayes: (5) Koppleberger, Roethlisberger, Endter, Hubbard, Baublitz

Nos: (1) Andrew

Absent: (1) Jerome

Manager Conn presented resolution 2016-11 as a review of the fines regarding property maintenance violations. After reviewing neighboring cities policy and fine structure, he determined that a discussion was necessary. He recommended a more conforming and lenient fee structure was favorable. Discussion was held. Councilperson Hubbard offered \$50/\$100/\$250 across the board. An updated resolution will be provided at the next meeting.

Manager Conn provided an update on the speed radar sign project. The city has received a grant for the full cost of the signs at \$5,300. He reported that he spoke with the school superintendent about the project with an agreement of cost share being; that the school would pay for the electrical work and the city would pay for the engineering costs. With respective costs of around \$4,000 each. He reported that Treasurer Fandell suggested

use of the remaining balance in the Coldwell Fund to be used toward this project and the account then be closed, with the remaining cost transferred from the general fund.

Moved by Koppleberger, second by Endter to authorize the balance of the Coldwell Fund to be used and the account closed, with up to \$1,500 from the general fund be expensed toward the projects engineering cost. Motion carried.

Mayor Baublitz asked for a motion to go into closed session to discuss Personnel Evaluations.

Moved by Hubbard, second by Andrew to go into closed session at 7:33 pm.

Moved by Hubbard, second by Koppleberger to go back into regular session at 7:57pm.

Mayor Baublitz opened the floor for discussion on potential increase of council pay. Discussion was held. The matter will be placed on the agenda at the next council meeting.

Public Comment

Mayor Baublitz asked for public comments. There was none.

Announcements

Councilperson Andrew suggested a meeting be held with Sheriff Clark and Lt. Leonard regarding police services and coverage of the city. Discussion was held. Manager Conn will contact the Sheriff and schedule a meeting time.

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

The meeting adjourned at 8:37pm.

Approved 3-4-2025

Cathy Cameron

Cathy Cameron, City Clerk

**CITY OF ITHACA
CITY COUNCIL MEETING
April 1, 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, Alison (Jerome) Lombardi, and Rick Koppleberger. Staff present was City Manager Jamey Conn and City Clerk Cathy Cameron.

Absent was Councilperson Kristyn Roethlisberger.

Audience in attendance was Shannon McKnight.

Moved by Andrew, second by Hubbard to approve the minutes of the regular meeting held March 18, 2025. Motion carried.

Moved by Koppleberger, second by Hubbard to excuse Councilperson Roethlisberger. 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 table item 10a. Resolution 2025-09. Mayor Baublitz approved.

Moved by Hubbard, second by Koppleberger to approve the Agenda, with item 10a. being removed; including the Consent Agenda. Motion carried.

Public Comment

Mayor Baublitz asked for public comment. There was none.

Consent Agenda

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

- City Manager's written report included updates and information on TEDF Grant, SRF Project Update, Treasurer Fandell Retirement, South Pine River Street and Gratiot County Master Plan.
- Claims submitted to the Ways and Means Committee by City Treasurer Fandell and recommended for payment: Accounts Payable Checks #50559-50580 and #1034(A); and Payroll Checks #17060-17066, DD #3212-3239, EFT #1970-1978 as listed in the Check Register Book.
- Correspondence received was none.

Motion carried by Roll Call Vote:

Ayes: (6) Andrew, Endter, Hubbard, Koppleberger, Lombardi, Baublitz

Nos: (0) None

Absent: (1) Roethlisberger

Committee/Department Reports

There was none.

City Manager Comments

Manager Conn reported that the city was selected by MDOT to receive the Transportation Economic Development Fund (Category B) Grant FY 2026 for the Union Street project in the amount of \$250,000. This

grant will help cover some of the cost of repaving Union Street from Center Street to North Street. An update on the progress of the South Pine River SRF project was provided.

Unfinished Business

Manager Conn presented Resolution 2025-08: Property Maintenance Violations and Fines.

Moved by Hubbard, second by Andrew to adopt Resolution 2025-08: Property Maintenance Violations and Fines.

Motion carried by Roll Call Vote:

Ayes: (6) Endter, Hubbard, Koppleberger, Lombardi, Andrew, Baublitz

Nos: (0) None

Absent: (1) Roethlisberger

Mayor Baublitz stated that a closed session was held at the previous council meeting to discuss Personnel Evaluations. He requested that a motion be made to reflect the determination that was made regarding pay increases for certain non-union staff. The annual salary wages were recommended for: City Clerk \$62,195.10; DPW Superintendent \$75,000; Water/Sewer Superintendent \$75,000 and hourly wages for Deputy Treasurer \$23.00; Deputy Clerk \$21.00. These wages would be effective with the new fiscal year beginning July 1, 2025.

Moved by Hubbard, second by Endter to approve the following annual salary wages for City Clerk \$62,195.10; DPW Superintendent \$75,000; Water/Sewer Superintendent \$75,000 and hourly wages for Deputy Treasurer \$23.00; Deputy Clerk \$21.00; to be effective July 1, 2025. Motion carried.

Mayor Baublitz stated that open discussion was held at the previous council meeting regarding potential council pay increases. The council received a minimal increase in 2019 after several decades without. A wage increase to \$175 per meeting attended was offered. To include all council meetings and/or committee meetings.

Moved by Hubbard, second by Lombardi to approve council pay be set at \$175 per meeting attended including both council and committee meetings, to be effective July 1, 2025. Motion carried.

Clerk Cameron stated that the Mayor receives additional pay for his duties and requested clarification on the motion made. Councilperson Hubbard offered the Mayor pay to be increased as well, to \$300 per month. Mayor Baublitz stated that he will abstain from voting.

Moved by Hubbard, second by Lombardi to approve additional Mayor pay be set at \$300 per month, to be effective July 1, 2025. Motion carried with Mayor Baublitz on record as abstained.

New Business

Mayor Baublitz requested a formal appointment of Luke Klifman as the new City Treasurer/Finance Director.

Moved by Hubbard, second by Andrew to appoint Luke Klifman as City Treasurer/Finance Director. Motion carried.

Clerk Cameron administered the oath of office to Luke Klifman as City Treasurer/Finance Director.

Manager Conn stated that an agreement was reached with Ellen's Equipment for purchase of the Dilts Road Property vacant parcel. The property sale price would be \$17,500 for a one-acre parcel.

Motion by Koppleberger, second by Andrew to authorize a property sale to Ellen's Equipment for the one-acre parcel on Dilts Road. Motion carried.

Manager Conn presented the engineering proposal from Rowe PSC for professional services of speed radar signs to be installed on North Pine River by the North Elementary School, in the amount of \$4,800.

Moved by Koppleberger, second by Endter to approve the engineering proposal from Rowe PSC for professional services of speed radar signs project in the amount of \$4,800. Motion carried.

Finance Director Klifman presented the delinquencies to be placed on the 2025 Summer Property Tax Roll and requested authorization to do so.

Moved by Hubbard, second by Lombardi to place the delinquent utility and invoice amounts on the 2025 Summer Property Tax Roll. Motion carried.

Public Comment

Mayor Baublitz asked for public comments. There was none.

Announcements

There was none.

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

The meeting adjourned at 5:59pm.

Approved 4-15-2025

Cathy Cameron

Cathy Cameron, City Clerk

**CITY OF ITHACA
CITY COUNCIL MEETING
April 15, 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 Deputy Clerk Shelly Moffit.

Additional staff present were City Treasurer/Financial Director Luke Klifman and Water & Sewer Superintendent Jarred Waldron.

Absent was none.

Audience in attendance was Shannon McKnight, Jim Gruesbeck and Barbara Fandell.

Moved by Koppleberger, second by Lombardi to approve the minutes of the regular meeting held April 1, 2025. Motion carried.

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

Moved by Hubbard, second by Koppleberger to approve the Agenda, including the Consent Agenda. Motion carried.

Public Comment

Mayor Baublitz asked for public comment. There was none.

Consent Agenda

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

- City Manager's written report which included updates and information on MML Annual Property Review, G.A.S. Meeting, Community Celebration, Well and Pump Services Contract, Sheriff Meeting, Trinity Parcels, and Gemini Capital Management Correspondence.
- Ithaca Unit Report
- Claims submitted to the Ways and Means Committee by City Treasurer Klifman and recommended for payment: Accounts Payable Checks #50581-50612; and Payroll Checks #17060-17066, DD #3212-3239, EFT #1970-1978 as listed in the Check Register Book.
- Correspondence received.

Motion carried by Roll Call Vote:

Ayes: (7) Andrew, Endter, Hubbard, Koppleberger, Lombardi, Roethlisberger, Baublitz

Nos: (0) None

Absent: (0) None

Committee/Department Reports

Lt. Leonard submitted a report for the quarterly activity of the Ithaca Unit covering January through March 2025.

Treasurer/Financial Director Luke Klifman reported on the financial status of the city for the quarter of January through March of 2025. He also reports that the city has a healthy current cash balance and has an A1 rating from Moody's for local economy, city financial performance and city leverage.

City Manager Comments

Manager Conn reported that there is a meeting scheduled with the G.A.S President and their contractor to do a walk-through of barns at McNabb Park to assess what repairs are needed. They have applied for a grant to help cover the costs if awarded. The Community Celebration is Thursday, May 1st and extra tickets are available. Manager Conn stated that he has a meeting with Trinity Truck and Trailer. He plans to discuss the condition of the property prior to meeting with Jim Wheeler and Kasey Zehner from Greater Gratiot Development to discuss a new upcoming project. Ryan Smith of Gemini Capital Management has submitted an extension application for their OPRA. The agreement doesn't expire until the end of the year and will be revisited then.

Unfinished Business

Mayor Baublitz read Resolution 2025-09: Recognition of Barbara Fandell and presented her with a copy of the resolution.

Moved by Hubbard, second by Koppleberger to adopt Resolution 2025-09: Recognition of Barbara Fandell.

Motion carried by Roll Call Vote:

Ayes: (7) Endter, Hubbard, Koppleberger, Lombardi, Roethlisberger, Baublitz, Andrew.

Nos: (0) None

Absent: (0) None

New Business

Manager Conn presented the SRF Watermain Project Change Order. Water & Sewer Superintendent Jarred Waldron explained that this change order is to upgrade Jeff Arnold's building at 100 E. Center St. from a 1" service line to a 2" service line to align with the other downtown buildings. He also gave an update on the SRF Watermain Upgrade Project on Pine River, Center and Barnes Streets which is progressing well and should be wrapped up within the next couple weeks, then they will start on St. Charles Rd.

Moved by Andrew, second by Hubbard to approve the SRF Watermain Project Change Order with an increase in the amount of \$8,950.00. Motion carried.

Manager Conn presented the CSZ Assessing Contract for renewal. He stated that the city has been happy with their performance and recommends retaining its services for another three years.

Moved by Koppleberger, second by Andrews to approve the Contract with CSZ Services for \$32,500.00 annually at a rate of \$2,708.33 per month as stated in the contract. Motion carried.

Manager Conn presented the City of Ithaca Purchasing Policy. He pointed out the changes made which include; Purchases up to \$1000, Urgent Purchases, Sole Source Purchasing, Exception to Purchasing Thresholds, Federal Funds and Compliance with 40 CFR Part 31, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments and Tax Exempt Status.

Moved by Lombardi, second by Koppleberger to approve the Purchasing Policy with updated changes as presented. Motion carried.

Treasurer/Financial Director Luke Klifman presented a draft of the 2025-2026 Fiscal Year Budget and reviewed several highlights.

Moved by Hubbard, second by Koppleberger to authorize the introduction of the 2025-2026 Fiscal Year Budget draft as presented. Motion carried.

Manager Conn requested a meeting be held to review the budget prior to the public hearing. After discussion, Mayor Baublitz set a Committee of the Whole meeting on May 6, 2025 following the regular council meeting to review the 2025-2026 Fiscal Year Budget.

Mayor Baublitz requested a public hearing be set for May 20, 2025 for the 2025-2026 Fiscal Year Budget.

Moved by Koppleberger, second by Hubbard to set the 2025-2026 Fiscal Year Budget public hearing for May 20, 2025 at 5:30pm or soon thereafter as the agenda allows. Motion carried.

Public Comment

Mayor Baublitz asked for public comments. There was none.

Announcements

Council Person Endter requested a reminder for the concrete pads at the Senior Activity Building to be poured when the sidewalk replacement project begins this year. He also reported that several complaints had been made by residents of Meadow Lane Estates for Isabella Corporation trucks speeding down the road that leads out to the brush pile area. This concern will be addressed with the contractor. Manager Conn stated that a sink hole was reported at McNabb Park. The area has been marked and will be repaired when the area dries up. He also added that he is checking into the Pine River St. paving project to see if engineering services are needed.

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

The meeting adjourned at 6:08pm.

Approved 5-6-2025

Shelly Moffit
Deputy Clerk

**CITY OF ITHACA
CITY COUNCIL SPECIAL MEETING
April 29, 2025
5:30 PM**

The special 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 and Kristyn Roethlisberger. Staff present was City Manager Jamey Conn and City Clerk Cathy Cameron.

Absent was Councilperson Alison Lombardi.

Audience in attendance was Sheriff Tom Clark, Undersheriff Marty Schueller and Shannon McKnight.

Mayor Baublitz asked for approval of the agenda.

Moved by Koppleberger, second by Hubbard to approve the Agenda. Motion carried.

Public Comment

Mayor Baublitz asked for public comment. There was none.

New Business

Mayor Baublitz stated that council would be going into closed session for discussion regarding the Agreement for Law Enforcement Services between the Gratiot County Sheriff's Office and the City of Ithaca. (OMA.sec8.2)

**Moved by Koppleberger, second by Hubbard to enter closed session. Motion carried.
Closed session began at 5:31pm.**

**Moved by Koppleberger, second by Hubbard to re-enter regular session. Motion carried.
Regular session opened at 6:12pm.**

Public Comment

Mayor Baublitz asked for public comments. Sheriff Clark addressed the council regarding his deputies "heightened" activity within the city during April 18th through April 23rd. He presented a detailed account of the type of traffic stops made, resulting in 23 tickets/citations issued. During the allotted time of five minutes for public comment, Sheriff Clark referenced statistics of policing activity prior to and since he became sheriff in January. In his comments the sheriff supported his deputies and justified their actions during the time period mentioned.

Undersheriff Schueller stated that he was in attendance to support the Sheriff.

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

The meeting adjourned at 6:19pm.

Approved 5-6-2025

Cathy Cameron

Cathy Cameron, City Clerk

**CITY OF ITHACA
CITY COUNCIL MEETING
May 6, 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 Rob Endter, Clark Hubbard, Rick Koppleberger and Kristyn Roethlisberger. Staff present was City Manager Jamey Conn and City Clerk Cathy Cameron.

Absent were Councilpersons James Andrew and Alison Lombardi.

Additional Staff Present were City Treasurer Luke Klifman, DPW Superintendent Brandon Smith and Water/Sewer Superintendent Jarred Waldron.

Audience in attendance was Shannon McKnight.

Moved by Hubbard, second by Koppleberger to approve the minutes of the regular meeting held April 15, 2025 and special meeting held April 29, 2025. Motion carried.

Moved by Koppleberger, second by Hubbard to excuse Councilpersons Andrew and Lombardi. Motion carried.

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

Moved by Koppleberger, second by Hubbard to approve the Agenda, including the Consent Agenda. Motion carried.

Public Comment

Mayor Baublitz asked for public comment. There was none.

Consent Agenda

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

- City Manager's written report included updates and information on McNabb Park, Speed Radar Signs Update, Trinity Meeting, Chamber Community Celebration, Administrative Consent Order, Dust-Off Car Show and Schedule Change.
- Claims submitted to the Ways and Means Committee by City Treasurer Klifman and recommended for payment: Accounts Payable Checks #50613-50646; and Payroll Checks #17067-17080, DD #3254-3280, EFT #1979-1997 as listed in the Check Register Book.
- Correspondence received was none.

Motion carried by Roll Call Vote:

Ayes: (5) Hubbard, Koppleberger, Roethlisberger, Endter, Baublitz

Nos: (0) None

Absent: (2) Lombardi, Andrew

Committee/Department Reports

There was none.

City Manager Comments

Manager Conn provided an update on the speed radar signs. MDOT is reviewing the request further, as there has been differing determinations from their representatives. Along with Greater Gratiot Development, there was an onsite meeting at Trinity, Truck and Trailer regarding their blight situation of the property. A progress meeting is planned for next week.

The Gratiot County Chamber held a Community Celebration event last week. Congratulations to our own Councilperson Rob Endter for being awarded the Directors Award. Congratulations to Larry Ringle who was named Ithaca's Person of the Year. Well deserved recognition for them both.

Manager Conn provided an update on the draft Administrative Consent Order with EGLE. The city has until July 1st to respond. The document is being reviewed by our environmental attorney.

DPW Superintendent informed council that EGLE has communicated with him on their efforts to regulate compost based on rulings passed in 2023. This would directly affect the city brush pile, leaves, and yard waste.

Unfinished Business

Mayor Baublitz stated that council would be going into closed session for discussion regarding the Agreement for Law Enforcement Services between the Gratiot County Sheriff's Office and the City of Ithaca. (OMA.sec8.2)

**Moved by Koppleberger, second by Roethlisberger to enter closed session. Motion carried.
Closed session began at 5:46pm.**

**Moved by Hubbard, second by Koppleberger to re-enter regular session. Motion carried.
Regular session opened at 6:50pm.**

New Business

DPW Superintendent Smith presented a proposal from CMS&D Surveying/Engineering for the rehabilitation project on South Pine River between Newark and South Streets. The project includes sidewalks, curbing and roadways along the 700-foot-long strip.

Moved by Koppleberger, second by Hubbard to approve CMS&D Surveying/Engineering to provide engineering services, up to \$30,700 for the project. Motion carried.

Water/Sewer Superintendent Waldron presented a proposal from Peerless Midwest Inc. for well and pump maintenance services.

Moved by Hubbard, second by Roethlisberger to enter a contract with Peerless Midwest Inc. for a ten (10) year term, commencing July 1, 2025. Motion carried.

Public Comment

Mayor Baublitz asked for public comments. There was none.

Announcements

There was none.

**Moved by Hubbard, second by Koppleberger to adjourn. Motion carried.
The meeting adjourned at 7:13pm.**

Approved 5-20-2025

Cathy Cameron

Cathy Cameron, City Clerk

**CITY OF ITHACA
CITY COUNCIL MEETING
May 20, 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 and Alison Lombardi. Staff present was City Manager Jamey Conn and City Clerk Cathy Cameron.

Absent was Councilpersons Kristyn Roethlisberger.

Additional Staff Present was City Treasurer Luke Klifman.

Audience in attendance was Shannon McKnight.

Clerk Cameron reported a correction to the minutes, under adjournment, changing Lombardi to Koppleberger.

Moved by Andrew, second by Koppleberger to approve the minutes, with correction, of the regular meeting held May 6, 2025. Motion carried.

Moved by Koppleberger, second by Andrew to excuse Councilperson Roethlisberger. 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.

Public Comment

Mayor Baublitz asked for public comment. There was none.

Consent Agenda

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

- City Manager's written report included updates and information on Dust Off Car Show, Steel Drums, Tats for Tails, Memorial Day Ceremony, Trinity, Season Hire Update, Planning Commission, McNabb Park and Assessing L4029.
- Ithaca Unit Report for April 2025.
- Financial Reports for April 2025.
- Claims submitted to the Ways and Means Committee by City Treasurer Klifman and recommended for payment: Accounts Payable Checks #50647-50681, Water Sewer Bond Debt Check #32(A); and Payroll Checks #17081-17085, DD #3281-3293, EFT #1998-2003 as listed in the Check Register Book.
- Correspondence received was none.

Motion carried by Roll Call Vote:

Ayes: (6) Koppleberger, Lombardi, Andrew, Endter, Hubbard, Baublitz

Nos: (0) None

Absent: (1) Roethlisberger

Committee/Department Reports

Mayor Baublitz reported that the Committee of the Whole met on May 6th to review and discuss the proposed FY 2025-2026 Budget. Committee recommended approval of the budget as presented.

City Manager Comments

Manager Conn provided an update on the progress made at Trinity Truck & Trailer regarding the blight issue. They have submitted plans for an upcoming project at the south end of industrial parkway. A site plan review will be held on June 10th during a regular Planning Commission meeting.

Manager Conn referenced correspondence from MAGNET seeking financial support for their services within our community. In past years, the city provided a budgeted amount for this program. MAGNET does receive other funding and grants for the program. After discussion, council decided to forego the request.

Unfinished Business

There was none.

Public Hearing

Mayor Baublitz requested a motion to open the public hearing on the 2025-2026 Fiscal Year Budget.

Moved by Hubbard, second by Andrew to open a public hearing to take comments on the proposed 2025-2026 Fiscal Year Budget. Motion carried.

Mayor Baublitz opened the public hearing at 5:37pm.

Treasurer Klifman reviewed the budgetary highlights (attached). This budget was drafted, as directed by the strategic planning and committee meetings, which prioritizes sustaining existing operations and items identified in the city's Capital Improvement Plan. Water and Sewer rates will increase 5%. Treasurer Klifman noted that this hearing also serves to take comment on the property tax millage rates.

Discussion was held.

Moved by Hubbard, second by Andrew to close the public hearing. Motion carried.

Mayor Baublitz closed the hearing at 5:41pm.

New Business

Treasurer Klifman presented Resolution 2025-10: Designation of City Depositories for FY 2025-2026.

Moved by Hubbard, second by Koppleberger to adopt Resolution 2025-10: Designation of City Depositories for FY 2025-2026.

Motion carried by Roll Call Vote:

Ayes: (6) Lombardi, Andrew, Endter, Hubbard, Koppleberger, Baublitz

Nos: (0) None

Absent: (1) Roethlisberger

Treasurer Klifman presented Resolution 2025-11: Amending Water And Sewer Rates for FY 2025-2026.

Moved by Hubbard, second by Koppleberger to adopt Resolution 2025-11: Amending Water And Sewer Rates for FY 2025-2026.

Motion carried by Roll Call Vote:

Ayes: (6) Andrew, Endter, Hubbard, Koppleberger, Lombardi, Baublitz

Nos: (0) None

Absent: (1) Roethlisberger

Treasurer Klifman presented Resolution 2025-12: Approving the 2025-2026 FY Property Tax Millage Rates.

Moved by Hubbard, second by Lombardi to adopt Resolution 2025-12: Approving the 2025-2026 FY Property Tax Millage Rates.

Motion carried by Roll Call Vote:

Ayes: (6) Endter, Hubbard, Koppleberger, Lombardi, Andrew, Baublitz

Nos: (0) None

Absent: (1) Roethlisberger

Public Comment

Mayor Baublitz asked for public comments. There was none.

Announcements

Clerk Cameron informed council that Consumers Energy will soon be replacing gas mains in the northwest section of the city.

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

The meeting adjourned at 5:46pm.

Approved 6-3-2025

Cathy Cameron

Cathy Cameron, City Clerk

**CITY OF ITHACA
CITY COUNCIL MEETING
June 3, 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 and Kristyn Roethlisberger. Staff present was City Manager Jamey Conn and City Clerk Cathy Cameron.

Absent was Councilperson Alison Lombardi.

Additional Staff Present was City Treasurer Luke Klifman.

Audience in attendance was Shannon McKnight and Brooke Vernon.

Moved by Koppleberger, second by Hubbard to approve the minutes of the regular meeting held May 20, 2025. Motion carried.

Moved by Koppleberger, second by Andrew to excuse Councilperson Lombardi. 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 Cleaning Services to the agenda under New Business. Mayor Baublitz placed it as item 10b.

Moved by Hubbard, second by Koppleberger to approve the Agenda (as amended by adding item 10b. Cleaning Services) including the Consent Agenda. Motion carried.

Public Comment

Mayor Baublitz asked for public comment. There was none.

Consent Agenda

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

- City Manager's written report included updates and information on the Cemetery, Announcer Stand, Chamber Representative, Granger, Rowe and Vandalism.
- Claims submitted to the Ways and Means Committee by City Treasurer Klifman and recommended for payment: Accounts Payable Checks #50682-50702, and Payroll Checks #17086-17089, DD #3294-3307, EFT #2004-2010 as listed in the Check Register Book.
- Correspondence received was MML Membership.

Motion carried by Roll Call Vote:

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

Nos: (0) None

Absent: (1) Lombardi

Committee/Department Reports

There was none.

City Manager Comments

Manager Conn provided an overview of his written report.

Unfinished Business

Mayor Baublitz opened the floor for further discussion on the Agreement for Law Enforcement Services Gratiot County Sheriff's Office. Discussion was held. Prioritizing a safe community, with every effort to continue providing 24/7 police services while maintaining reasonable response times. Several options were offered. Consensus of the council was to offer an informational town hall meeting for community input.

New Business

Treasurer Klifman presented Resolution 2025-13: Budget Appropriations 2025-2026 Fiscal Year.

Moved by Hubbard, second by Andrew to adopt Resolution 2025-13: Budget Appropriations 2025-2026 Fiscal Year.

Motion carried by Roll Call Vote:

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

Nos: (0) None

Absent: (1) Lombardi

Manager Conn informed council that the city hall cleaning service is no longer providing services. He presented a proposal from Heather's Cleaning Service. Discussion was held.

Moved by Koppleberger, second by Hubbard to accept the proposal from Heather's Cleaning Service as presented, with a start time effective immediately. Motion carried.

Public Comment

Mayor Baublitz asked for public comments. There was none.

Announcements

There was none.

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

The meeting adjourned at 6:40pm.

Approved 6-17-2025

Cathy Cameron

Cathy Cameron, City Clerk

**CITY OF ITHACA
CITY COUNCIL MEETING
June 17, 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 Shannon McKnight.

Moved by Koppleberger, second by Hubbard to approve the minutes of the regular meeting held June 3, 2025. Motion carried.

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

Moved by Hubbard, second by Lombardi to approve the Agenda including the Consent Agenda. Motion carried.

Public Comment

Mayor Baublitz asked for public comment. There was none.

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 Fire Hydrants, Planning Commission, Frontier, Streetlights, Police Services Contract, ACO Update and G.A.S.
- Ithaca Unit Report for May 2025.
- Financial Reports for May 2025.
- Claims submitted to the Ways and Means Committee by City Treasurer Klifman and recommended for payment: Accounts Payable Checks #50703-50739, and Payroll Checks #17090-17095, DD #3308-3321, EFT #2012-2017 as listed in the Check Register Book.
- Correspondence received was G.A.S. Minutes

Motion carried by Roll Call Vote:

Ayes: (7) Koppleberger, Roethlisberger, Andrew, Endter, Hubbard, Lombardi, Baublitz

Nos: (0) None

Absent: (0) None

Committee/Department Reports

There was none.

City Manager Comments

Manager Conn expressed his gratitude to the Ithaca Church of God congregation for painting the fire hydrants in town. An update was provided on the EGLE ACO agreement. Manager Conn offered a date for the Town Hall Meeting to be set. Council agreed with Wednesday, June 25th at 6pm to be held in Council Chambers. The topic is police services within our community. He reported that there is a full-time position open in the DPW.

Unfinished Business

There was none.

New Business

Treasurer Klifman presented Resolution 2025-14: Amending Budget Appropriations 2025-2026 Fiscal Year.

Moved by Hubbard, second by Andrew to adopt Resolution 2025-14: Amending Budget Appropriations 2025-2026 Fiscal Year.

Motion carried by Roll Call Vote:

Ayes: (7) Roethlisberger, Andrew, Endter, Hubbard, Lombardi, Koppleberger, Baublitz

Nos: (0) None

Absent: (0) None

Treasurer Klifman presented the Amendments to the 2024-2025 Fiscal Year Budget.

Moved by Hubbard, second by Lombardi to approve the Amendments to the 2024-2025 Fiscal Year Budget. Motion carried.

Manager Conn presented the Gratiot County Master Plan 2025 final draft as submitted by Greater Gratiot Development. This is a five-year plan.

Moved by Roethlisberger, second by Hubbard to approve Greater Gratiot Development to distribute notice and copies of the Master Plan to required entities and neighboring units of government on behalf of the City of Ithaca. Motion carried.

Manager Conn reported that MDOT has proposed a trial period for the speed signs to be installed at the school zone on North Pine River. If at any time during the three-year trial period the signs are damaged and/or are no longer functional, they must meet current standards/guidance, along with hardware/device requirements.

Moved by Koppleberger, second by Roethlisberger to accept the trial period offer from MDOT and authorize the installation of the speed signs on North Pine River. Motion carried.

Public Comment

Mayor Baublitz asked for public comments. There was none.

Announcements

There was none.

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

The meeting adjourned at 5:49pm.

Approved 7-1-2025

Cathy Cameron

Cathy Cameron, City Clerk

**CITY OF ITHACA
CITY COUNCIL MEETING
July 1, 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, Alison Lombardi and Kristyn Roethlisberger. Staff present was City Manager Jamey Conn and City Clerk Cathy Cameron.

Absent was Councilperson Rick Koppleberger.

Audience in attendance was Shannon McKnight and Kim Leonard.

Moved by Hubbard, second by Lombardi to approve the minutes of the regular meeting held June 17, 2025. Motion carried.

Moved by Andrew, second by Endter to excuse Councilperson Koppleberger. Motion carried.

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

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

Public Comment

Mayor Baublitz asked for public comment. There was none.

Consent Agenda

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

- City Manager's written report included updates and information on SRF Construction Update, Town Hall Meeting, Gratiot County Landbank, ACO and Old US27 Car Cruise.
- Claims submitted to the Ways and Means Committee by City Treasurer Klifman and recommended for payment: Accounts Payable Checks #50748-50764, and Payroll Checks #17096-17100, DD #3322-3336, EFT #2018-2026 as listed in the Check Register Book.
- Correspondence received was Charter Communications

Motion carried by Roll Call Vote:

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

Nos: (0) None

Absent: (1) Koppleberger

Committee/Department Reports

Mayor Baublitz reported on the Town Hall meeting held on June 25th regarding police services within the city. Several residents addressed the council with their opinions, both pros and cons, of the current services provided by the sheriff's department and/or whether they would support a millage to start up a city department. Mayor Baublitz and Councilperson Hubbard acknowledged those who attended the meeting and shared their thoughts. The council appreciated those residents' comments and the additional emails that were sent to the City Manager.

City Manager Comments

Manager Conn provided a progress update on the SRF Construction project. The completion date is set for September 30th. A walk through with Isabella Corporation was attended by himself and the DPW Superintendent's. The fire hydrants on St. Charles Road will be equipped with an extension to heighten the level with the road.

Unfinished Business

There was none.

New Business

Manager Conn presented the proposed draft response to EGLE's Administrative Consent Order as provided to the city on behalf on Miller Canfield & Associates. Discussion was held.

Moved by Andrew, second by Endter to approve the proposed response of the ACO and authorize to proceed with next steps. Motion carried.

Clerk Cameron presented the Board and Commission Appointments for the following:

- ❖ **Board of Review – 3 Positions (3-year term ending 6/30/2028)**
 - Dean Parling (*incumbent*)
 - Vacancy for term ending June 30, 2024
 - Vacancy for term ending June 30, 2026
- ❖ **Downtown Development Authority – 2 Positions (4-year term ending 6/30/2029)**
 - Joseph Padilla – *New Applicant*
 - Vacancy for term ending June 30, 2025
- ❖ **Planning Commission – 3 Positions (3-year term ending 6/30/2028)**
 - Vacancy for term ending June 30, 2025
 - Vacancy for term ending June 30, 2025
 - Vacancy for term ending June 30, 2026
- ❖ **Library Board – 1 Position (5-year term ending 6/30/2030)**
 - Latisha Misenholder – *New Applicant* (*fulfilling as member of the service area*)

Moved by Hubbard, second by Endter to appoint Dean Parling to the BOR; Joseph Padilla to the DDA; Latisha Misenholder to the Library Board for the terms specified above. Motion carried.

Clerk Cameron presented the MML Workers' Compensation Fund Board of Directors candidate election ballot as presented by the MML Board of Directors Nominating Committee.

Moved by Roethlisberger, second by Hubbard to cast votes for the candidates listed on the ballot and for the City Clerk to submit. Motion carried.

Public Comment

Mayor Baublitz asked for public comments. There was none.

Announcements

Councilperson Roethlisberger inquired when council would decide on police services. Discussion was held. Councilperson Hubbard requested to have the cost projections provided to council in writing.

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

The meeting adjourned at 5:45pm.

Approved 7-15-2025

Cathy Cameron

Cathy Cameron, City Clerk

**CITY OF ITHACA
CITY COUNCIL MEETING
July 15, 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, Lt. Eric Leonard and Sheriff Tom Clark.

Audience in attendance was Jerry Hansen and Brook Vernon.

Moved by Hubbard, second by Koppleberger to approve the minutes of the regular meeting held July 1, 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 Lombardi to approve the Agenda including the Consent Agenda. Motion carried.

Public Comment

Mayor Baublitz asked for public comment. Resident, Jerry Hansen shared his thoughts on the current policing services provided.

Consent Agenda

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

- City Manager's written report included updates and information on Policing Estimates, ACO Agreement, Old Decorative Brick, Meet Up Eat Up, Audit Consultation, Speed Radar Sign and Steam Railroading Institute.
- Claims submitted to the Ways and Means Committee by City Treasurer Klifman and recommended for payment: Accounts Payable Checks #50765-50798, #1035(A)and Payroll Checks #17101-17106, DD #3337-3363, EFT #2027-2031 as listed in the Check Register Book.
- Correspondence received was none.

Motion carried by Roll Call Vote:

Ayes: (7) Andrew, Endter, Hubbard, Koppleberger, Lombardi, Roethlisberger, Baublitz

Nos: (0) None

Absent: (0) None

Committee/Department Reports

Lt. Leonard reported on the quarterly activity of the Ithaca Unit covering April through June 2025. The monthly activity report for June was provided.

Moved by Koppleberger, second by Lombardi to receive the Ithaca Unit 2nd Quarter 2025 verbal report and the June 2025 written report. Motion carried.

Manager Conn reported that, at councils' request, he invited Sheriff Clark to attend the meeting to have a conversation regarding the policing services. Sheriff Clark began by asking council what they wanted for a police force in Ithaca, to help guide him with the services. Councilperson Koppleberger stated that he thought that was made clear in the initial meeting with him back in April. Further stating that the council wanted to have more of a police presence and that did not mean more traffic stops. Sheriff Clark defended the 23 stops that were made during the six-day time frame and that the infractions were justified. Manager Conn stated that the city pays for one deputy per shift and that multiple deputies were making traffic stops in the city limits. Sheriff Clark acknowledged that did occur and that his deputies patrol countywide, but if the city did not want the extra patrols in the city, he would put a stop to it. Manager Conn agreed with Councilperson Koppleberger that having more patrols and making more stops was not part of what was discussed in that initial meeting.

Mayor Baublitz stated that community policing is what was discussed in that meeting. He then shared what that means to him; "Deputies to be seen, active in the community, in the schools, visible to the public." Further stating that visibility is important, because cars will slow down if they see a patrol car does not mean you have to stop them, but if you are seen hence people will obey the law. Sheriff Clark stated that they are in the process of hiring a deputy that will serve as a school resource officer for Ithaca, Breckenridge, Ashley and Fulton Public Schools.

Councilperson Clark stated community policing to him is the nuance of enforcing speed limits when it becomes a safety issue, deputies being seen, the influence of an officer. Further stating what it is used to be like, having officers that are regulars in the community, and they get to know everybody. Code enforcement component to our contract, we need assistance in compliance to the ordinances we have. Part of the community policing is during down time, having the deputies driving down all the streets, not just Center or other busier streets. Concerns about parents in a hurry getting kids to schools, during the school year every morning and afternoon there are twelve spots a deputy could be at to be visible and continually rotate those locations. Councilperson Hubbard stated that he understands the component of the contract is that the Sheriff operates the department and his deputies. This is a suggestion that he feels is important to pursue.

Councilperson Koppleberger stated that he wants to see the deputies out in the community more, communicate with business owners. Walking down the sidewalks and introduce themselves.

Mayor Baublitz stated that he would like to see some continuity of who we have in town, so that there is an opportunity for that deputy to learn more about the surroundings, for example, that car belongs in that driveway, that garage door is never open, why is it open at 3am, that type of city policing instead of just driving around waiting for a call from dispatch. These are things that can be done that are not happening. Mayor Baublitz reported that he has seen deputies sleeping in their patrol cars parked out at the soccer fields while out on his morning runs, another instance of a night patrol car parked at the high school while the deputy is walking the track. We are paying for that.

Councilperson Lombardi stated that she agrees with everything Councilperson Hubbard said. Really focusing on police presence on Union Street is needed, as she has noticed the speeding that occurs during morning and afternoon commutes to the high school.

Councilperson Roethlisberger stated that she wants to see them understanding city ordinances and enforcement. Having police presence in the evening as there are off road vehicles going up and down the streets sometimes driven by children with no parental guidance.

Councilperson Endter agreed with everything the other councilmembers have brought up. As far as how many tickets were issued, again that is not what the council was looking for. It is the presence that deters the need for tickets being issued. He would like to see more direct communication between Lt. Leonard, the deputies and the city code enforcement officer. Sheriff Clark was on board assisting with code enforcement and offered their assistance in serving citations and providing direct communications with Code Officer Foster.

Councilperson Andrew stated that the presence of the deputies is important and appreciated. He stated that there is concern about having deputies stay in the city, as union shift picks lead to rotations on a regular basis. He inquired how many road deputies live within Gratiot County. Sheriff Clark replied 2 or 3. Councilperson Andrew feels that this fact is reflective of the deputies not having an allegiance other than the paycheck. If they were from here, they would give it their all. He believes that there can be a happy medium. The deputy needs to be in the mindset that city patrol is about learning the community. If they are patrolling down a street at 1:30 in the morning and notice that an elderly resident's car's dome light is on and the door is open, then they need to investigate that. To be watchful for the unusual instead of just driving up and down the street because they must. As far as a non-community policing presence, from what he heard at the town hall, a lot of residents appreciate a fair amount of traffic stops. There is a lot that can be done, if treated appropriately. For instance, the other night he saw a side by side going down the street with six people in it with two kids hanging off the back of it. That is an instance of unsafe behavior that deserves to be addressed. Every stop does not have to be a ticket thou; warnings can be given. Sheriff Clark did follow up by stating that during the police presence time frame, the deputies did give 36 warnings, so there were more warnings than citations.

Manager Conn inquired about where the Ithaca Unit goes when leaving the city. Lt. Leonard replied that they go out to the animal control building, mental health person transport to the hospital, or follow up on a case that may require travel are among a few.

Councilperson Hubbard suggested having Lt. Leonard attend meetings monthly instead of quarterly.

Mayor Baublitz thanked Sheriff Clark for attending the meeting.

Treasurer Klifman reported on the state of finances for the 4th Quarter of Fiscal Year 2024/2025.

Moved by Andrew, second by Hubbard to receive the Financial Report for the 4th Quarter of Fiscal Year 2024/2025 and place on file. Motion carried.

City Manager Comments

Manager Conn provided a status update on EGLE's ACO agreement. He has been in discussion with other City Managers who are experiencing the same hurdles with EGLE recently and are joining forces to provide some pushback by getting our legislators involved.

Unfinished Business

Manager Conn reported that he received notice that the speed radar signs cannot show over 20 miles per hour on an MDOT roadway. Our signs do not have that ability without expensive software and updates. Our option will be to spend another \$3,500 on purchasing two mobile trailers to mount the signs on to move them around between the schools during the school year. Discussion was held.

Moved by Koppleberger, second by Hubbard to approve the purchase of two mobile trailers up to \$3,500. Motion carried.

New Business

There was none.

Public Comment

Mayor Baublitz asked for public comments. There was none.

Announcements

There was none.

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

The meeting adjourned at 6:22pm.

Approved 6-3-2025

Cathy Cameron Cathy Cameron, City Clerk

**CITY OF ITHACA
CITY COUNCIL MEETING
August 5, 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 DPW Superintendent Brandon Smith.

Audience in attendance was Gary Hansen, Shannon McKnight, Brook Vernon and Meghan Downham.

Moved by Hubbard, second by Koppleberger to approve the minutes of the regular meeting held July 15, 2025. 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 to the agenda under Unfinished Business. Mayor Baublitz placed it as item 9b.

Moved by Koppleberger, second by Lombardi to approve the Agenda (as amended by adding item 9b. Budget Amendments) including the Consent Agenda. Motion carried.

Public Comment

Mayor Baublitz asked for public comment. There was none.

Consent Agenda

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

- City Manager's written report included updates and information on ACO Draft Response, DPW Opening, Pine River Street, Audit Consulting Agreement, Old US-27 Car Show and IPC Golf Outing.
- Claims submitted to the Ways and Means Committee by City Treasurer Klifman and recommended for payment: Accounts Payable Checks #50799-50832, #1036(A) and Payroll Checks #17107-17111, DD #3364-3377, EFT #2032-2040 as listed in the Check Register Book.
- Correspondence received was none.

Motion carried by Roll Call Vote:

Ayes: (7) Endter, Hubbard, Koppleberger, Lombardi, Roethlisberger, Andrew, Baublitz

Nos: (0) None

Absent: (0) None

Committee/Department Reports

There was none.

City Manager Comments

Manager Conn provided a status update on EGLE's ACO agreement. We were given an extension for the response draft, now due on August 22nd. The draft will be provided at the next meeting. Several applications were received for the DPW opening, with interviews beginning next week.

Unfinished Business

Mayor Baublitz requested to go into closed session to discuss the Law Enforcement Services Contract.

Moved by Koppleberger, second by Roethlisberger to enter closed session. Motion carried.
Closed session began at 5:35pm.

Moved by Andrew, second by Lombardi to return to open session. Motion carried.
Return to open session at 6:02pm.

Moved by Clark, second by Endter to direct Manager Conn to enter negotiations with the Gratiot County Sheriffs Department to provide 24/7 police services for the City of Ithaca.

Motion carried by Roll Call Vote:

Ayes: (4) Hubbard, Lombardi, Andrew, Endter
Nos: (3) Koppleberger, Roethlisberger, Baublitz
Absent: (0) None

Manager Conn presented the Budget Amendments for Fiscal Year 2025-2026 as submitted by Treasurer Klifman. The Pine River Street Engineering cost of \$30,700 was budgeted for in FY2024-25, however plans were not received until FY2025-26 budget period. The same project had an estimated amount of \$66,800 for storm and sewer work. DPW Superintendent Smith provided an informational update on the progress of the project. The entire project will be funded through major streets. The budget amendment request is to move \$97,500 into FY2025-2026 major streets fund.

Moved by Hubbard, second by Lombardi to approve the budget amendment of \$97,500 to be moved into the FY2025-2026 budget Major Streets Funds. Motion carried.

New Business

Manager Conn presented the Audit Consulting Agreement with Barbara Bailey; for temporary (20-40 hours) consulting services to assist Treasurer Klifman with FY2024-2025 audit preparation. Compensation rate is \$85 per hour in addition to mileage reimbursement.

Moved by Hubbard, second by Koppleberger to approve the Audit Consulting Agreement. Motion carried.

Clerk Cameron presented the names received from the nominating committee to be placed on the Senior Activity Building Board election ballot. Those individuals were Joyce Raycraft, Ron Peters, Maureen Murphy, Val Melow and Cheryl Hull.

Moved by Endter, second by Koppleberger to approve the nominating committee's names as submitted, to be placed on the ballot for the Senior Activity Building Board. Motion carried.

Public Comment

Mayor Baublitz asked for public comments. Meghan Downham inquired on items in the Master Plan.

Announcements

There was none.

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

The meeting adjourned at 6:18pm.

Approved 8-19-2025

Cathy Cameron

Cathy Cameron, City Clerk

City Council Minutes

**CITY OF ITHACA
CITY COUNCIL MEETING
August 20, 2025
4:00 PM**

The rescheduled regular meeting of the City of Ithaca City Council was called to order by Mayor Brett Baublitz at 4:00pm. and followed by the Pledge of Allegiance to the Flag.

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

Absent was Councilperson Alison Lombardi.

Additional staff present was Water & Sewer Superintendent Jarred Waldron.

Audience in attendance was Shannon McKnight.

Moved by Hubbard, second by Koppleberger to approve the minutes of the regular meeting held August 5, 2025. Motion carried.

Moved by Koppleberger, second by Hubbard to excuse Councilperson Lombardi. Motion carried.

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

Moved by Hubbard, second by Roethlisberger to approve the Agenda including the Consent Agenda. Motion carried.

Public Comment

Mayor Baublitz asked for public comment. There was none.

Consent Agenda

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

- City Manager's written report included updates and information on Westwind Lots, Police Contract, US-27 Motor Tour, DPW Interviews, Pine River Street and B#4 Run/Walk.
- Ithaca Unit Report – July 2025.
- Financial Reports – July 2025.
- Claims submitted to the Ways and Means Committee by City Treasurer Klifman and recommended for payment: Accounts Payable Checks #50833-50872, #1037(A), 34(A), #1258 and Payroll Checks #17112-17116, DD #3378-3391, EFT #2041-2045 as listed in the Check Register Book.
- Correspondence received was none.

Motion carried by Roll Call Vote:

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

Nos: (0) None

Absent: (1) Lombardi

Committee/Department Reports

There was none.

City Manager Comments

Manager Conn reported that he received a call from a person who is relocating from the Lansing area, that is interested in purchasing a lot in Westwind's. A few days later, her realtor called with news that the same contractor/developer is interested in purchasing all six available lots to build houses on. He informed council that he has been in communications with this developer since then. Discussion was held. Council authorized Manager Conn to negotiate price and terms with the developer, to bring back to council for consideration.

Manager Conn informed council that he will be meeting with the Interim County Administrator next week to discuss the police services contract. He inquired if any council wanted to be in attendance with him at the meeting. Consensus of the Council was to just have himself meet with the county for negotiations and report back to council with the information.

Manager Conn provided an update on the DPW interviews to fill the open full-time position.

Unfinished Business

There was none.

New Business

Manager Conn presented the EGLE Administrative Consent Order Response draft from our legal team with their notes added on the side for our review. Discussion was held.

Moved by Hubbard, second by Andrew to approve the EGLE Administrative Consent Order Response as submitted and authorize its submission to EGLE. Motion carried.

Manager Conn presented the Isabella Corporation Change Order for the Pine River Street Project. The overall project with changes made came back to \$1,350 in the city's favor.

Moved by Andrew, second by Endter to accept the change order from Isabella Corporation. Motion carried.

Clerk Cameron requested Council to appoint Treasurer Klifman to the Election Commission for the November General Election 2025. By Charter the City Assessor will also serve on the commission.

Moved by Koppleberger, second by Hubbard to appoint Treasurer Klifman to the Election Commission. Motion carried.

Public Comment

Mayor Baublitz asked for public comments. There was none.

Announcements

Mayor Baublitz asked Water & Sewer Superintendent Waldron a few questions regarding EGLE.

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

The meeting adjourned at 4:19pm.

Approved 9-2-2025

Cathy Cameron

Cathy Cameron, City Clerk

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

Absent was Councilperson Clark Hubbard.

Audience in attendance was Brooke Vernon, Kim Leonard and Gary Hansen.

Moved by Koppleberger, second by Lombardi to approve the minutes of the regular meeting held August 19, 2025. Motion carried.

Moved by Lombardi, second by Roethlisberger to excuse Councilperson Hubbard. 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.

Public Comment

Mayor Baublitz asked for public comment. There was none.

Consent Agenda

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

- City Manager's written report included updates and information on the Dump Truck, DPW Interviews, City Lots, Police Services, Free Tire Collection, Ithaca Promotional Committee, Harvest Fest 2025 and Bark in the Park.
- Claims submitted to the Ways and Means Committee by City Treasurer Klifman and recommended for payment: Accounts Payable Checks #50873-50897, W/S Bond Debt #35(A) and Payroll Checks #17117-17121, DD #3392-3405, EFT #2046-2054 as listed in the Check Register Book.
- Correspondence received was none.

Motion carried by Roll Call Vote:

Ayes: (6) Lombardi, Roethlisberger, Andrew, Endter, Koppleberger, Baublitz

Nos: (0) None

Absent: (1) Hubbard

Committee/Department Reports

There was none.

City Manager Comments

Manager Conn reported that the dump truck has been listed on the Ranger Bid website with open bidding to begin on September 15th. He attended a meeting with the Interim County Administrator to discuss financials on a possible new contract for police services. They both plan to meet with the Sheriff next week.

Manager Conn reported that he has entered into a letter of interest agreement with the developer regarding the Westwind lots. He is in the process of meeting with builders to discuss options and specifics of homes and timelines. The agreement spans ninety days. Discussion was held. They will work together to develop mutually beneficial build timelines and a final sale price.

Manager Conn informed council that the Gratiot Community Foundation has approved our request to alter the original grant submission of the Speed Radar Signs to allow the purchase of a mobile trailer for the signs to be moved around the city. DPW Superintendent Smith will be placing the order for the new trailer.

Unfinished Business

There was none.

New Business

Clerk Cameron presented the application of interest received from Meghan Downham to serve on the Planning Commission and/or the Downtown Development Authority. Based on DDA Bylaws, she does not qualify to serve on their board. The Planning Commission does have vacancies and would be a good fit based on her knowledge and work experience.

Moved by Koppleberger, second by Andrew to appoint Meghan Downham to the Planning Commission for a three-year term ending June 30, 2028. Motion carried.

Public Comment

Mayor Baublitz asked for public comments. Resident Kim Leonard inquired on the timeline for the Union Street Project to begin. Manager Conn informed her that the city has applied with the state for funding and is currently awaiting that decision.

Announcements

There was none.

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

The meeting adjourned at 5:37pm.

Approved 9-16-2025

Cathy Cameron

Cathy Cameron, City Clerk

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

Absent was Councilperson Kristyn Roethlisberger.

Audience in attendance was Gary Hansen.

Moved by Andrew, second by Koppleberger to approve the minutes of the regular meeting held September 2, 2025. Motion carried.

Moved by Hubbard, second by Andrew to excuse Councilperson Roethlisberger. Motion carried.

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

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

Public Comment

Mayor Baublitz asked for public comment. There was none.

Consent Agenda

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

- City Manager's written report included updates and information on Pine River Street, Police Services, DPW Hiring, ACO, City Hours, Ithaca Rotary, Fire Training, Metro Act Permit and Trick or Treating.
- Ithaca Unit Report for August 2025.
- Financial Reports for August 2025.
- Claims submitted to the Ways and Means Committee by City Treasurer Klifman and recommended for payment: Accounts Payable Checks #50958-50987, #1039(A) and Payroll Checks #17122-17125, DD #3406-3420, EFT #2055-2059 as listed in the Check Register Book.
- Correspondence received was a Thank You card.

Motion carried by Roll Call Vote:

Ayes: (6) Andrew, Endter, Hubbard, Koppleberger, Lombardi, Baublitz

Nos: (0) None

Absent: (1) Roethlisberger

Committee/Department Reports

There was none.

City Manager Comments

Manager Conn provided an update on the progress of police services negotiations and the status of the ACO submission to EGLE. He reported that the Ithaca Rotary is interested in starting a tree replacement program. They would like to donate a few trees per year to replace those that have been cut down within the city right-of-way. Council was in full support of the idea and offered their appreciation to the Ithaca Rotary. Recommendation to plant small ornamental trees is acceptable.

Unfinished Business

There was none.

New Business

Manager Conn reported that second interviews were conducted for the DPW full-time opening. An offer was extended and accepted with the onboarding process already begun. The plan is to have him focus on the water/sewer side of the department. The possibility of hiring another qualified candidate would take us back to our original five-member crew and would eliminate the seasonal specialist position. Discussion was held.

Moved by Hubbard, second by Andrew to approve the hiring of one additional full-time employee to create a five-member DPW crew; reserving one member to have focus on the water/sewer operations. Motion carried.

Clerk Cameron presented the Title VI Annual Compliance Report for submission, to be filed with MDOT as required by law.

Moved by Hubbard, second by Lombardi to authorize the city clerk to submit the Title VI Annual Compliance Report to MDOT. Motion carried.

Manager Conn presented the Cash Management for Federal Awards Policy as provided by Treasurer Klifman. The city already follows this practice, now it will be a formal policy. This written policy is to ensure compliance with uniform guidance from the office of Federal Management and Budget.

Moved by Hubbard, second by Endter to approve the Cash Management for Awards Policy as submitted. Motion carried.

Public Comment

Mayor Baublitz asked for public comments. Mayor Baublitz stated that a council representative must be appointed to the Greater Gratiot Development Board, to replace Councilperson Lombardi. Discussion was held. Council unanimously authorized Mayor Baublitz to serve on the board.

Announcements

There was none.

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

The meeting adjourned at 5:43pm.

Approved 10-7-2025

Cathy Cameron

Cathy Cameron, City Clerk

**CITY OF ITHACA
CITY COUNCIL MEETING
October 7, 2025
5:30 PM**

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

Present were Mayor Brett Baublitz, Councilpersons James Andrew, Rob Endter, Clark Hubbard, Rick Koppleberger and Kristyn Roethlisberger. Staff present were City Manager Jamey Conn and Deputy Clerk Shelly Moffit.

Additional staff present was City Treasurer Luke Klifman.

Absent was Councilperson Alison Lombardi.

Audience in attendance was Brooke Vernon, Kim Leonard, Gary Hansen and Ryan Smith.

Moved by Koppleberger, second by Andrew to approve the minutes of the regular meeting held September 16, 2025. Motion carried.

Moved by Andrew, second by Hubbard to excuse Councilperson Lombardi. Motion carried.

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

Moved by Koppleberger, second by Hubbard to approve the agenda including the Consent Agenda. Motion carried.

Public Comment

Mayor Baublitz asked for public comment. There was none.

Consent Agenda

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

- City Manager's written report included updates and information on the Sheriff Contract, Halloween, Greater Gratiot Development, Dump Truck Sale, GESA Donations, Hydrant Flushing and Fall Decorations.
- Claims submitted to the Ways and Means Committee by City Treasurer Klifman and recommended for payment: Accounts Payable Checks #50988-51022, and Payroll Checks #17126-17131, DD #3421-3460, EFT #2060-2073 as listed in the Check Register Book.
- Correspondence received was none.

Motion carried by Roll Call Vote:

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

Nos: (0) None

Absent: (1) Lombardi

Committee/Department Reports

There was none.

City Manager Comments

Manager Conn reported that the city dump truck sold for \$50,500. The company Rangerbid who held the auction was impressed with the condition of the truck and looks forward to providing services for any future sales. He also reported that hydrant flushing has started this week and that Water/Sewer Superintendent Waldron fabricated a deflector that redirects the water flow down rather than up in the air. Manager Conn commended DDA Coordinator Moffit on how nice the fall decorations look downtown.

Unfinished Business

Manager Conn provided an update on the Agreement for Law Enforcement Services with Gratiot County Sheriff's Office. He and Gratiot County Administrator Ryan Wood have met several times and thought they potentially had an agreement worked out that all involved would agree on. However, after a meeting with Sheriff Tom Clark, Lieutenant Eric Leonard and Ryan Wood, Sheriff Clark informed them that the Sheriff's Office would not be renewing the contract with the City. Councilperson Hubbard felt that much time was wasted on discussions and expressed disappointment. Hubbard requested the minutes reflect the two reasons for the rejection of the Agreement was staffing issues and not being confident in the voting of the council regarding the Agreement. Mayor Baublitz expressed shock and disappointment that even though the council was not unanimous in its voting, they were confident and ready to move on with the decision made. Manager Conn added that in the contract it states that if the contract is terminated, the city could buy back the equipment that was sold to the County for one dollar, and he has reached out to the attorney to review this further. Even though the contract ends December 31, 2025 Manager Conn noted that the city continues to pay a public safety millage to Gratiot County and will continue to receive coverage. The council will be looking into other options and the best plan for the city to move forward for the future.

New Business

Ryan Smith of Gemini Capital Management, LLC was in attendance to request approval for a 6-year extension of the Obsolete Property Rehabilitation Act (OPRA) certificates for the properties located at 146 and 115 E. Center Street. Manager Conn reported that Mr. Smith has met all the requirements. He extended appreciation for all that Mr. Smith has done and recommended that the extension be granted.

Moved by Hubbard, second by Roethlisberger to approve the request for a 6-year extension of OPRA certificates for properties located at 146 and 115 E. Center Street by Gemini Capital Management, LLC.

Motion carried by Roll Call Vote:

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

Nos : (0) None

Absent : (1) Lombardi

Motion carried.

Mayor Baublitz thanked Mr. Smith for his continued investment in our community.

Since Halloween falls on the Friday of play-offs for the Ithaca High School, Manager Conn recommended that Trick-or-treating hours be set for 5:00 p.m. to 7:00 p.m. so that families could take their kids Trick-or-Treating and still attend the football game.

Moved by Koppleberger, second by Hubbard to set Trick-or-Treating hours for 2025 on Friday, October 31st from 5:00 p.m. to 7:00 p.m.. Motion carried.

Public Comment

Mayor Baublitz asked for public comments. Kim Leonard of Westwind Estates inquired about any updates from the developer who has interest in the available lots at Westwind Estates. Manager Conn informed her that the developer has 90 days to present an agreement to the city and there have been no further discussions.

Brooke Vernon shared that she thought that the police had been doing a great job during the past couple months with the police presence and was disappointed in the decision.

Announcements

The Gratiot Emergency Services Authority is partnering with the Howes families to raise funds for the replacement of the Ithaca Fire/Rescue equipment.

Luke Klifman, Treasurer/Finance Director, reported that the auditors have been on site for the annual audit. All has been going very well and expects that the Independent Auditor's Report to the council will be available in the coming weeks.

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

The meeting adjourned at 5:48 p.m.

Approved 10-21-2025

Shelly Moffit

Shelly Moffit, Deputy Clerk

**CITY OF ITHACA
CITY COUNCIL MEETING
October 21, 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.

Audience in attendance was Marlene Eversole, Cambre Foster, Brook Vernon and Mark Garrity.

Moved by Koppleberger, second by Hubbard to approve the minutes of the regular meeting held October 7, 2025. Motion carried.

Mayor Baublitz asked for approval of the agenda and for any items to be removed from the Consent Agenda. Clerk Cameron requested to move item 7a.Financial Reports to the Consent Agenda; stating that Treasurer Klifman was not present and would be at the next meeting for a quarterly verbal report.

Moved by Koppleberger, second by Hubbard to approve the Agenda including the Consent Agenda as amended by moving item 7a.Financial Reports to the consent agenda. Motion carried.

Public Comment

Mayor Baublitz asked for public comment. There was none.

Consent Agenda

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

- City Manager's written report included updates and information on SRF Completion, German Exchange Students, Speed Radar Trailers, Crossing Guards, Gratiot County Park & Recreation Grant, City Lots, Leaf Pickup and DWSRF Funding FY26.
- Ithaca Unit Report – September & Third Quarter 2025 Reports.
- Financial Reports – September 2025.
- Claims submitted to the Ways and Means Committee by City Treasurer Klifman and recommended for payment: Accounts Payable Checks #51023-51060, and Payroll Checks #17128-17131, DD #3436-3460, EFT #2070-2073 as listed in the Check Register Book.
- Correspondence received was none.

Motion carried by Roll Call Vote:

Ayes: (7) Hubbard, Koppleberger, Lombardi, Roethlisberger, Andrew, Endter, Baublitz

Nos: (0) None

Absent: (0) None

Committee/Department Reports

There was none.

City Manager Comments

Manager Conn offered a correction from his last report, that the fire hydrant extension is going to be installed on Saint Charles Road. He reported that the school crossing guards will become city responsibility effective January 1, 2026 and that there is a position open at this time.

EGLE provided the project priority list for funding of cities that applied for assistance with DWSRF FY26. The city remains in overburdened status but did not receive any funds toward our project. Manager Conn was informed that there will be a change in criteria for next year, however it makes the cities standing worse. There may be awarded cities that do not accept the funding which would move us up on the list.

Unfinished Business

There was none.

New Business

Manager Conn presented Resolution 2025-14: Gratiot County Park and Recreation Grant Application. This is a requirement of the grant application submission. If awarded, the funding will be used for playground equipment in Woodland Park. Councilperson Hubbard stated that it would be helpful to have organized public fund-raising opportunities to increase the investment placed within the park.

Moved by Hubbard, second by Endter to adopt Resolution 2025-14: Gratiot County Park and Recreation Grant Application.

Motion carried by Roll Call Vote:

Ayes: (7) Koppleberger, Lombardi, Roethlisberger, Andrew, Endter, Hubbard, Baublitz

Nos: (0) None

Absent: (0) None

Public Comment

Mayor Baublitz asked for public comments. There was none.

Announcements

Manager Conn informed council that the property lease agreement with Gratiot County for their use of the West Washington Road (city owned parcel) occupied by the Animal Shelter, had expired back on December 31, 2024. This ten-year lease was for \$1 per year.

With the police services agreement with the Sheriffs Department ending on December 31, 2025, the city must look at again providing city policing in some capacity. Once created the operation will need office space. It is clear that the old police department located at 122 N. Maple Street would be the best option. This location has been under a rental agreement for several years now. Thus, the city would be losing out on the collection of this monthly income. Manager Conn inquired the council to consider either increasing the amount collected from a property lease agreement with Gratiot County to offset the loss caused by taking over the old police department or to consider selling said city property occupied by the County Animal Shelter to Gratiot County. Discussion was held. Councilperson Hubbard stated that the timing of the issue may be perceived as political optics. Mayor Baublitz stated that the council is elected to consider all business brought before them with the responsibility of making business decisions that serve in the best interests of the taxpayers. Councilperson Endter stated the West Washington Road property is not utilized at all by the city; adding that the property is also used as a practice shooting range by the Sheriff's Department. Further discussion is needed.

Mayor Baublitz reported that the Alma Transit location is under construction, with a plan to be completed by the end of the year. They remain focused on providing transportation needs to everyone during this time.

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

The meeting adjourned at 5:50pm.

Approved 11-4-2025

Cathy Cameron

Cathy Cameron, City Clerk

**CITY OF ITHACA
CITY COUNCIL MEETING
November 4, 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 and Water/Sewer Superintendent Jarred Waldron.

Audience in attendance was Chris Roethlisberger, Rylee Waldron and Brooke Vernon.

Moved by Koppleberger, second by Hubbard to approve the minutes of the regular meeting held October 21, 2025. Motion carried.

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

Moved by Hubbard, second by Lombardi to approve the Agenda including the Consent Agenda. Motion carried.

Public Comment

Mayor Baublitz asked for public comment. There was none.

Consent Agenda

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

- City Manager's written report included updates and information on Sunlight Award, City Hall Lobby, Election Day, Audit Presentation, Copier Machine and Small Cell Wireless.
- Claims submitted to the Ways and Means Committee by City Treasurer Klifman and recommended for payment: Accounts Payable Checks #51061-51092, and Payroll Checks #17134-17136, DD #3475-3490, EFT #2082-2088 as listed in the Check Register Book.
- Correspondence received was none.

Motion carried by Roll Call Vote:

Ayes: (7) Lombardi, Roethlisberger, Andrew, Endter, Hubbard, Koppleberger, Baublitz

Nos: (0) None

Absent: (0) None

Committee/Department Reports

Treasurer Klifman reported on the state of finances for the 1st Quarter of Fiscal Year 2025-2026. The city has collected about 95% of the city revenue as captured on summer tax bills. The annual financial audit is in process and going well. The auditors are on track to present their report to the council at the November 18th or December 2nd meeting.

Moved by Hubbard, second by Koppleberger to receive the Financial Report for the 1st Quarter of Fiscal Year 2025-2026 and place on file. Motion carried.

Treasurer Klifman presented the quarterly budget amendments to date. Discussion was held.



BUDGET AMENDMENT for Fiscal Year 2025-26
Presented to City Council - November 4, 2025

DESCRIPTION		CHANGE TO BUDGET INCREASE (DECREASE)	AMENDMENT REASONS
General Fund Revenues 101-000-574.000	State Revenue Sharing	(14,699.00)	SFY 2025-26 Budget Cut to Revenue Sharing
	Total	(14,699.00)	
General Fund Expenditures 101-301-801.000 101-445-923.000 101-450-702.000	Police Contract Offset - Storm Sewer Maintenance Alley and Parking Lot Maintenance	(253,968.00) (5,000.00) 5,000.00	Due to contractual changes between the City and Gratiot County Sheriff A small reduction from drains to offset OEX in Alley and Parking lot More than anticipated tree trimming in alleyways
	Total	(253,968.00)	
Other Funds: Fund 202	Major Street -Revenue Major Street - Expenditures		
Fund 591 591-000-540.000 591-000-528.024 591-000-692.000	Water Revenue STATE GRANTS -EGLE DWSRF FEDERAL GRANTS -DWSRF DWSRF LOAN FUNDS	(647,500.00) 90,000.00 (102,500.00)	Technical chart of accounts and cost adjustment Technical chart of accounts and cost adjustment Technical adjustment to align budget with projected expenditures
591-536-801.000 591-536-970.024	Water Expenditures PROFESSIONAL & CONTRACTUAL CAPITAL OUTLAY -24 SRF PROJECTS	5,500.00 (660,000.00)	RPC Single audit cost for DWSRF project Aligning budget with projected expenditures

Moved by Hubbard, second by Koppleberger to approve the quarterly budget amendments as submitted. Motion carried.

City Manager Comments

Manager Conn reported that the Michigan Fair Elections Institute has awarded Clerk Cameron with the Sunlight Award. This award represents outstanding dedication and commitment to preserving election integrity through maintaining clean and accurate voter rolls. This places Ithaca in the top 17% of the 1,138 jurisdictions in the state. Job well done Clerk Cameron and Deputy Clerk Moffit! Manager Conn stated that a Committee of the Whole meeting will be scheduled prior to an upcoming council meeting for the Audit Presentation. Date to be determined. He informed council that Crown Castle has been pursuing small cell tower sites around town. Under Public Act 365 of 2018, the city does not have a lot of authority to deter them from proceeding, however we are attempting to direct them to areas that have as minimal of an effect on aesthetics in the city as possible.

Unfinished Business

There was none.

New Business

Manager Conn reported that Treasurer Klifman, DPW Superintendent Smith, Water/Sewer Superintendent Waldron and he attended a meeting with financial advisor Andy Campbell of Bendzinski & Company, regarding the DWSRF Funding for FY26. An update was provided with discussion.

Manager Conn opened the floor for discussion on the idea of upgrading the security of the city hall lobby. Discussion was held with full support from council, for additional steps to be taken to provide security within city hall.

Motion by Hubbard, second by Andrew to authorize Manager Conn to pursue quotes for security purposes at city hall. Motion carried.

Public Comment

Mayor Baublitz asked for public comments. There was none.

Announcements

Councilperson Koppleberger addressed council on his tenure of serving the public.

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

The meeting adjourned at 5:53pm.

Approved 11-18-2025

Cathy Cameron

Cathy Cameron, City Clerk

City Council Minutes

**CITY OF ITHACA
CITY COUNCIL MEETING
November 18, 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 and Kristyn Roethlisberger. Staff present was City Manager Jamey Conn and City Clerk Cathy Cameron.

Audience in attendance was Brooke Vernon.

Moved by Andrew, second by Hubbard to approve the minutes of the regular meeting held November 4, 2025. Motion carried.

Moved by Koppleberger, second by Hubbard to excuse Councilperson Lombardi. Motion carried.

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

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

Public Comment

Mayor Baublitz asked for public comment. There was none.

Consent Agenda

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

- City Manager's written report included updates and information on Local Election Results, Union Street Meeting, Audit Adoption, Our Hometown Ithaca Christmas, Community Foundation Grant and Frontier.
- Financial Reports for October 2025.
- Claims submitted to the Ways and Means Committee by City Treasurer Klifman and recommended for payment: Accounts Payable Checks #51093-51123, and Payroll Checks #17137-17140, DD #3491-3509, EFT #2089-2093 as listed in the Check Register Book.
- Correspondence received was none.

Motion carried by Roll Call Vote:

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

Nos: (0) None

Absent: (1) Lombardi

Committee/Department Reports

There was none.

City Manager Comments

Manager Conn reported that he, DPW Superintendent Smith and Water & Sewer Superintendent Waldron meet with Aaron Wendzel from ROWE, regarding Union Street. Consideration of narrowing the street to reduce costs was discussed. He is going to develop a new estimate based on the proposed changes to present to council.

Unfinished Business

Mayor Baublitz provided the opportunity for open discussion from councilpersons, to gather their input on the next steps towards providing city police services. Discussion was held. Manager Conn shared the DPW concern of vehicles parked on the streets overnight, which interferes with their salt spreading and snow plowing efforts. In the past a deputy would oversee the issue. Council suggested that the DPW crew take a picture of the vehicle, note the address and give it to Code Enforcement to manage. The consensus was to look into the possibility of having a full-time police chief that would focus on community policing. The Gratiot County Sheriff's Department will remain responsive to police matters within the city.

New Business

Manager Conn reported that he met onsite at Woodland Park with a representative from "We Build Fun, Inc.," a commercial playground company. He then created four different layouts and costs for our review. Discussion was held on the options and location of building the new playground. For security reasons and optimal view from the street, the front of Woodland Park beside the pavilion was a favorite choice. In addition to the playground, the possibility of recreating an ice rink was discussed.

Public Comment

Mayor Baublitz asked for public comments. There was none.

Announcements

There was none.

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

The meeting adjourned at 6:59pm.

Approved 12-2-2025

Cathy Cameron

Cathy Cameron, City Clerk

**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

**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.

Approved 1-6-2026

Cathy Cameron

Cathy Cameron, City Clerk