

**CITY OF ITHACA
CITY COUNCIL MEETING
January 8, 2019
7:00 PM**

The regular meeting of the City of Ithaca City Council, held at 129 W. Emerson Street, Ithaca, Michigan, was called to order by Mayor Schafer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Councilperson Koppleberger gave the invocation.

Present were Mayor Alice Schafer and Councilpersons James Andrew, Brett Baublitz, Clark Hubbard, Scott Gray, James Gruesbeck and Rick Koppleberger. Officers and staff present were Attorney Jefferson Arnold, City Manager Chris A. Yonker, DPW Director Bob Studt and Clerk-Treasurer Barbara Fandell.

Absent was Student Representative Dallas Conn.

Audience in attendance was Rob & Lexi Endter, Steve Clark, Joel and Tessa Zuker.

Moved by Baublitz, second by Andrew to approve the minutes of the regular meeting held December 18, 2018. Motion carried.

Public Comment

Mayor Schafer asked for public comments. None were offered.

Committee Reports

Mayor Schafer stated that there were no Committee meetings to report on.

Department Reports

City Manager Yonker presented the Building Permit report noting that he is following up an issue with the county on not providing copies of all of the permits for our assessing department or Equalization. A better system needs to be worked out. The city will be forwarding copies of Zoning applications to the County building inspector so he is aware that a building permit is required. Currently, the applicant is responsible for taking the copy to the county and pull the permit.

Moved by Koppleberger, second by Gray to receive the Building Permit report. Motion carried.

City Manager's Report

City Manager Yonker provided a written report which updated Council on the new Recreational Marijuana ordinance, west city landfill cleanup, SAW grant, Recycle Coach app, Planning Commission, Assessor's contract, Zoning Board of Appeals, MME ethics investigation, IPC meeting, Lame-Duck Legislative session, MPPS survey, GGDI annual report, recruitment for DPW worker, Park & Recreation Plan Update and community events.

City Manager Yonker reminded Council of the upcoming "Charleston Nine" fire training. The training is free and there are still spots available. It is January 26, 2019 from 9-4:00pm at Masonic Pathways. He reported the recycle coach app is going on the website. Residents can set up reminders through the app as well as obtain information on where they can go to recycle items that we do not take. He reported that interest was received for one the ZBA alternate positions but another is still needed. City Manager Yonker further reported on the Lame Duck session. Nearly 400 bills were presented and the Governor vetoed 56 of them. He will bring a couple of them to the strategic planning meeting for discussion. He further updated the Council on the MDEQ response letter to the PFAS clean up and due care provisions. Contact with Emily Peabody verifies the recommendation to work with an environmental consultant on the clean up process. The MDEQ will provide some assistance. Mayor Schafer stressed that the MDEQ services be utilized first and as much as possible through the process, to help save on cost. Manager Yonker stated he would be filing the financial evaluation the next day to see if the city qualifies for financial assistance. The deadline for filing is 45 days from December 12th (1/26/19). He shared that assistance will be needed with the historic information.

Moved by Baublitz, second by Gray to receive the City Manager's report. Motion carried.

Mayor Schafer inquired about the letter from resident Tim Palmer regarding the vacating of the alley behind his home. She asked Attorney Arnold to speak to the issue as staff requested him to review it.

Attorney Arnold stated the alley had originally been vacated by the City Council in 1996; however, the former Clerk and staff at that time did not follow through with processing the vacation through the Attorney General and Register of Deeds. Therefore, it was never processed officially or legally and now too much time has elapsed so the process would need to be completely redone. Vacating would split the land among all of the owners with 50% of the alley going to each side's property owner. City Manager Yonker asked if the entire alley could be given to the residential side property owners since the south side owner is industrial. Attorney Arnold advised against it as the statute does not direct it that way, but he would verify for accuracy. Clerk Fandell asked if a new petition would be required and if the old resolution would need to be rescinded. Attorney Arnold confirmed and said it would be treated as a new request and the resolution should be rescinded.

Moved by Baublitz, second by Hubbard to rescinding Resolution 1996-13 due to it not being processed legally and timely and to reinstate the vacating of the alley if petitioned by the new property owners. Motion carried by Roll Call Vote:

Ayes: (7) Baublitz, Gray, Gruesbeck, Hubbard, Koppleberger, Andrew, Schafer
Nays: (0) None
Absent: (0) None
Abstain: (0) None

New/Old Business

Mayor Schafer presented the Resolution to adopt the Five-Year Park and Recreation Plan. Clerk-Treasurer Fandell commented that the document would have the minutes of this meeting and the last with the public hearing included as well as the resolution added to it before filing. Steve Clark, Rowe Professional Services, added that some updates were made to include the feedback from the residents and there would also be four other forms to add which include completion certificates from past MDNR grants and the final Checklist that is required. Mr. Clark stated, pending receiving the documents from the City, the plan will be filed on schedule. He thanked the staff and Council for their due diligence in this project. Mayor Schafer agreed and asked for action.

Moved by Andrew, second by Hubbard to adopt Resolution 2019-01 Park and Recreation Master Plan. Motion carried by Roll Call Vote:

Ayes: (7) Gray, Gruesbeck, Hubbard, Koppleberger, Andrew, Baublitz, Schafer
Nays: (0) None
Absent: (0) None
Abstain: (0) None

Councilperson Hubbard shared that he attended the new Governor's inauguration and also a luncheon in which she and the new Secretary of State were in attendance. It was a special pleasure to be invited and attend.

City Manager Yonker informed the City Council that two members of the DPW union approached him regarding the replacement of Rick Wymer and increasing the additional pay to employees who obtain the water and sewer licenses from \$0.25 per hour per license to \$1.00 per hour per license. He had Director Studt talk with the current crew to see if anyone wanted to step up and obtain the licensing, which one did, so the position listed to hire is for a general laborer. As for the wage increase, past contracts paid \$0.15/hour/license and increased to \$0.25 in the contract prior to the most recent one. He stated this request is a negotiable item and was not included in the negotiations of the current contract. There has been nothing in received in writing from the Union steward to request opening the contract, so he was making Council aware that one may be forthcoming, but there is no action to be taken at this time, nor can there be as it has to be a written mutual agreement to open the contract. The decision Council would need to consider is if it were reopened, then would it be a portion or the entire contract or not to open at all. City Manager Yonker stated that at this point, he needed to speak with the City's labor attorney first. If filed, and Mr. Zuker and Mr. Waldron choose to not continue with the licensed position, it could change the position that is currently posted.

Councilperson Baublitz asked how many were dedicated to water and or sewer. Director Studt stated two were and he also carries the licenses. Councilperson Hubbard said it may be worth considering and Councilperson Baublitz add that a Letter of Understanding may be an option as well. City Manager Yonker reminded that the request has been taken out of context of the total negotiation so a Letter of Understanding would not address the other negotiated items, but only add to the contract.

Direction to the City Manager to look into the options if the union submits a written request.

Claims, Accounts and Payroll

Moved by Gray, second by Hubbard to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #45355-45390 and Payroll Checks #15169-15208, DD1287-DD1301, EFT #874-884 as listed in the Check Register Book. Motion carried.

Correspondence

Mayor Schafer asked to receive any questions or comments regarding the correspondence included in the packet at listed.

- Gratiot Area Chamber of Commerce Annual Meeting Invitation
- Meeting minutes: DDA, Ithaca Promotional Comm, Gratiot Area Chamber and Planning Commission
- Greater Gratiot Development Inc. 2018 Annual Report

Mayor Schafer shared the IPC is in need of volunteers and help with events. The Person of the Year has been selected and Terry Hessbrook has informed Marci Browne of the recipient. Councilperson Baublitz suggested that the churches be contacted to help with the Easter Egg Hunt. Lexi Endter shared that the IPC is currently working with them and other organizations for help with stuffing eggs and running the hunt.

Public Comment

Mayor Schafer asked for public comments.

Steve Clark informed Council that the new GIS system from the SAW grant was installed on the City's server and the training has been completed. Rowe will now move forward with digesting the data and creating the asset management plan which is slated to be completed in September. Rowe will be meeting with the city staff over the next several months to discuss revenue streams for the projects in the plan. Since there is not a separate fund, it will fall within the street funds. Rowe intends to present some ideas for funding. This work is all part of the grant. Currently there is no additional grant funding for the projects within the plan, and the City did not qualify for grant funding prior due to its funding status. The MDEQ uses different criteria to qualify recipients than the MEDC.

Mayor Schafer asked for additional business to come before the City Council. None was offered.

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

The meeting adjourned at 7:55 pm.

Barbara Fandell, Clerk-Treasurer

**CITY OF ITHACA
CITY COUNCIL MEETING
January 22, 2019
7:00 PM**

The regular meeting of the City of Ithaca City Council, held at 129 W. Emerson Street, Ithaca, Michigan, was called to order by Mayor Schafer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Mayor Protem Koppleberger gave the invocation.

Present were Mayor Alice Schafer and Councilpersons James Andrew, Brett Baublitz, Scott Gray, James Gruesbeck, Clark Hubbard, Rick Koppleberger and Student Representative Alli Derby. Officers and staff present were City Manager Chris A. Yonker, Clerk-Treasurer Barbara Fandell, DPW Director Robert Studt and Lt. Roy McCollum.

Absent was Attorney Jefferson Arnold.
Audience in attendance was Rob & Lexi Endter.

Moved by Koppleberger, second by Gray to approve the minutes of the regular meeting held January 8, 2019. Motion carried.

Public Comment

Mayor Schafer asked for public comments. None were offered.

Committee Reports

Alli Derby, Student Representative, reported that there was one day left of snow days before time would have to be made up. The Model UN and FFA have competitions coming up and the FFA is getting feeders and sheep this year. The play is coming along and tickets are on sale now. Ms. Derby added that she was selected to participate in "Picture This" and her show is painting murals all throughout the school.

Mayor Schafer reported the Committee of the Whole met for its annual strategic planning meeting. The committee had good discussion but was unable to finish, so continuation will be at a future work session.

Mayor Schafer reported the Committee of the Whole met for a work session and discussed the request by the AFSCME Union (DPW union) to open the contract to increase the hourly wage for certified water and sewer operators. The Committee is recommending that the contract not be opened and not to fill the vacated position.

Moved by Gray, second by Gruesbeck to not open the AFSCME Union contract and the request can become a negotiated item during the next contract. Motion carried.

Moved by Gray, second by Koppleberger to not fill the open General Laborer position in the Department of Public Works at this time and review at a later date or as administrative staff request. Motion carried.

Department Report

Lt. Roy McCollum provided a written report on the December activity and an Annual report of the Ithaca Unit. In addition, he reported there was a second break-in at the ZFS construction site. It is currently under investigation and the department has consulted with ZFS and the contractors on hiring private security to help protect property and assist the officers. The thefts include grinders and tools and they know exactly where to go and how to go unrecognized. He reported that the City had two homeless individuals and the department was able to find help and housing for both of them. The department also handled a suicide call which required not only the City officer, but four other deputies and the detective as well. Lastly, he reported that Officers Swan and Willingham did excellent work on the homicide case and some injuries were sustained, but both are doing fine.

Moved by Andrew, second by Gray to receive the Ithaca Unit report. Motion carried.

Fire Chief/Code Officer Dave Nelson reported on the quarter activity for the Fire Department and Code office. Chief Nelson provided written reports and further reported that the fire/rescue budget request will be ready for Council review on February 5th, he provided an update on the burned home at 716 E North Street demolition. On the Code side, he had been working on abandon vehicles and looking at properties with some issues. There are a lot of rentals in the City and many are tied to those. City Manager Yonker added that discussions with Rental Inspector Hunter regarding inspections will result in a couple having their licenses pulled due to noncompliance with repairs.

Moved by Gray, second by Hubbard to receive the Fire Chief and Code Officer reports. Motion carried.

Clerk-Treasurer Fandell presented and reviewed the financial statements for the quarter ending 12/31/18.

Moved by Gray, second by Hubbard to receive the financial reports and place on file for audit. Motion carried.

City Manager's Report

City Manager Yonker provided a written report which updated Council on the Recreational Marijuana Ordinance, Zoning Board of Appeals and Planning Commission meeting, Wellhead Protection Committee meeting, Fire/Rescue budget, Undersheriff retirement, West city landfill, Parks & Recreation Master Plan, Chamber/IPC events, and City Newsletter.

Manager Yonker reported that he and Director Studt had a call with the MDEQ regarding the west landfill. Manager Yonker is still working on the financial valuation and they helped answer many of the questions he had. The clean up will likely be a dig and remove and not an onsite treatment. They discussed the financial information and the need to send it in; the audit information on file does not reflect the additional pension pay down that was done with this fiscal year, but the MDEQ did share that they would take into account special circumstances and funds earmarked for pension liability, SAW grant work, etc. Manager Yonker reported that he Director Studt also met with Clean Harbors on what service they could provide for the cleanup and Tri Terra is another local company that can provide service. As of now, the MDEQ is not planning on additional testing because of the no detect results and thick clay layer. They also do not have the Dilts Road site scheduled nor is it on the high priority list.

City Manager Yonker reported further on the fireworks legislation that passed which sets limits on the dates and times for residential fireworks. For local to enforce, an ordinance is required. If the Council chooses to adopt an ordinance, the penalty is a \$1,000 civil infraction fine. He asked for direction. Council discussed.

Mayor Schafer asked for the Council's input and general consensus with no objection was to not adopt a local ordinance for fireworks and leave as is.

Moved by Gray, second by Baublitz to receive the City Manager's report. Motion carried.

New/Old Business

Mayor Schafer asked for any new business to come before the Council. None was offered.
Mayor Schafer asked for any old business to come before the Council. None was offered.

Claims, Accounts and Payroll

Moved by Andrew, second by Gray to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #45391-45429 and Payroll Checks #15209-15234, DD1302-DD1312, EFT #885-889 as listed in the Check Register Book. Motion carried.

Correspondence

Mayor Schafer noted the received correspondence.

- State of Michigan DLEG: Transfer of Liquor License/Catering Permit: PINS
- Gratiot Agricultural Society Minutes
- 2018 PA202 Pension & OPEB Report
- Gratiot Downtown Art Expo Brochure and City of Ithaca Winter Newsletter

Public Comment

Mayor Schafer asked for public comments.

Clerk-Fandell informed the City Council that the deadline for filing petitions for City Council positions is April 23, 2019 this year. We will not be able to post the information in the next newsletter so an informational sheet will be sent with the Assessment Notices in February. Council positions and Boards will be focused in this mailing.

Mayor Schafer asked for additional business to come before the City Council. None was offered.

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

The meeting adjourned at 7:53 pm.

Barbara Fandell, City Clerk-Treasurer

**CITY OF ITHACA
CITY COUNCIL MEETING
February 05, 2019
7:00 PM**

The regular meeting of the City of Ithaca City Council, held at 129 W. Emerson Street, Ithaca, Michigan, was called to order by Mayor Schafer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Mayor Schafer gave the invocation.

Present were Mayor Alice Schafer and Councilpersons James Andrew, Brett Baublitz, Scott Gray, James Gruesbeck, Rick Koppleberger and Student Representative Alli Derby. Officers and staff present were City Manager Chris A. Yonker, Attorney Jefferson Arnold and Clerk-Treasurer Barbara Fandell.

Absent was Councilperson Clark Hubbard.

Audience in attendance was Rob & Lexi Endter, Mrs. Sue Meier and her kindergarten class and families.

Moved by Gray, second by Andrew to approve the minutes of the regular meeting held January 22, 2019. Motion carried.

Mayor Schafer asked for action on the Proclamation for Random Acts of Kindness. Moved by Gray, second by Koppleberger to adopt the Proclamation for Random Acts of Kindness Week. Motion carried.

Mayor Schafer presented the Proclamation to Mrs. Meier and her students. The students gave a presentation showcasing several of their kindness projects they have done throughout the community this past year. Projects included, but not a complete listing; Books for Babies, decorating lunch bags for Foods with Friends, Everyone Deserves a Birthday Cake, making cards for Veterans.

Public Comment

Mayor Schafer asked for public comments. Lexi Endter, IPC President, shared that Marci Brown the current Treasurer for IPC had resigned and they are looking for her replacement and more volunteers.

Committee Reports

Dallas Conn, Student Representative, reported that students were starting to bounce back from being off all of last week due to the weather. As of now, they are extending the trimester by one week to help make up for the time off. The Model UN received first place in their competition and the school production is only a month away.

Mayor Schafer reported the Committee of the Whole met to review the Fire and Rescue department budget for 2019-2020. The largest issues were the payroll and the air pack equipment which is required to be replaced. The Committee has directed the administrative staff to talk with the township supervisors about the air pack replacement financing and a plan should the grant, which Fire Chief Nelson has written, be denied. They are to report back to the Committee following that meeting. The Committee is recommending the addition of a photographer position, a 2% wage increase for the personnel and incorporation to the full budget with these recommended changes.

Moved by Gray, second by Koppleberger to create the position of Photographer for the Fire/Rescue Department with a salary of \$1,000 per fiscal year allocated 50% to Fire and 50% to Rescue, with no run pay to begin with the new budget/fiscal year July 1, 2019. Motion carried.

Moved by Gray, second by Koppleberger to adjust the requested Fire and Rescue budget for 2019-2020 with a 2% pay increase to the point pay and maintain the current Rescue staffing level. Motion carried.

City Manager's Report

City Manager Yonker provided a written report which updated Council on the Recreational Marijuana Ordinance, Zoning Board of Appeals and Planning Commission meeting, Snow and Cold challenges, MML webinar on water/sewer affordability, Fire/Rescue budget, County Fire training, pending sale of former Sav-A-Lot building, West city landfill, Parks & Recreation Master Plan, and Chamber/IPC events.

Manager Yonker reported that he emailed the PFAS West landfill funding information to the MDEQ. It will take three weeks or more for a response on whether we qualify for additional funding through their program. He is still looking through pas records for any information leading to the involvement of Wolverine Worldwide and others as to what was dumped in the landfill. Councilperson Gruesbeck asked when did it become the City's responsibility to clean it up as everything was done legally according to their standards all those years ago. Manager Yonker says it falls on the City as the owner of the property. Councilperson Andrew added the new Governor has created a PFAS committee to find the contaminated sites, but there has been no word on funding the cleanup.

Manager Yonker further reported that the Planning Commission will hold a public hearing on the Recreational Marihuana Ordinance next week. Councilperson Gray asked if Dickenson Wright was creating a strict ordinance that future Councils would not be able to make changes to. Manager Yonker shared that it was not and any Council could amend it at any time. He further reported that the local City Managers met to continue discussions on the County Park millage, recreational marihuana and mutual aid in the fire service. They are looking into an automatic mutual aid with Alma and St. Louis for the areas in districts that are close because they other departments do not always respond to mutual aid requests. Breckenridge is still considering it.

Moved by Gray, second by Baublitz to receive the City Manager’s report. Motion carried.

New/Old Business

Mayor Schafer asked for any new business to come before the Council.

Councilperson Baublitz addressed the Council in his employment role as the Alma Transportation Director. He shared that St. Louis had just signed a contract for transit with the City of Alma for an annual fee of \$10,000. He is developing a plan/offer for Ithaca and is trying to marry a proposal with the City and with Gratiot County. Most of the riders of the system are coming to utilize County services. The proposal will be for a bus to be in the city all week long and the cost for a bus and personnel is \$80,000. To offer dedicated service to Ithaca, the cost would be \$20,000 for the City and \$20,000 for the County. Riders would also pay a small fee for each ride. Mayor Schafer asked why the City and County costs would be equal when the County services are utilized more often. She asked if an evaluation of destinations would be done. Mr. Baublitz said a full proposal will be prepared and presented for consideration.

Claims, Accounts and Payroll

Moved by Andrew, second by Baublitz to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #45430-45460, Grant Program Checks #1198-1199 and Payroll Checks #15235-15249, DD1313-DD1318, EFT #890-895 as listed in the Check Register Book. Motion carried.

Correspondence

Mayor Schafer noted the received correspondence.

- Moody’s Investor Service Annual Comment on Ithaca, MI
- Charter Communications Letter

Treasurer Fandell reviewed the Moody’s Annual Comment report. This report will also be forwarded to MDEQ as it shows the pension obligation in another format than the audit.

Public Comment

Mayor Schafer asked for public comments. None were offered.

Mayor Schafer asked for additional business to come before the City Council. None was offered.

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

The meeting adjourned at 7:45 pm.

Barbara Fandell, City Clerk-Treasurer

**CITY OF ITHACA
CITY COUNCIL MEETING
February 19, 2019
7:00 PM**

The regular meeting of the City of Ithaca City Council, held at 129 W. Emerson Street, Ithaca, Michigan, was called to order by Mayor Schafer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Mayor Pro-tem Koppleberger gave the invocation.

Present were Mayor Alice Schafer and Councilpersons James Andrew, Scott Gray, James Gruesbeck, Clark Hubbard and Rick Koppleberger. Officers and staff present were Attorney Jefferson Arnold, City Manager Chris A. Yonker and Clerk-Treasurer Barbara Fandell.

Absent were Councilperson Brett Baublitz and Student Representative Alli Derby.
Audience in attendance was Rob & Lexi Endter.

Moved by Gray, second by Clark to excuse Councilperson Baublitz and Student Representative Derby from the meeting. Motion carried.

Moved by Koppleberger, second by Andrew to approve the minutes of the regular meeting held February 5, 2019. Motion carried.

Public Comment

Mayor Schafer asked for public comments. None were offered.

Committee Reports

Mayor Schafer asked Lexi Endter to report on behalf of the Library Board. Ms. Endter reported that the Library Board met to review the proposed budget and are recommending it for incorporation with a 4% wage increase for hourly employees and 7% for the director. They are also still working on the basement floor.

Department Report

Lt. Roy McCollum provided a written report on the January activity of the Ithaca Unit. Councilperson Gray requested a meeting be set up with the Lieutenant to discuss ordinance enforcement. He would like to see more effort with a goal for officers to become part of the community, beyond just patrol. A short discussion ensued and Mayor Schafer said the next work session will be dedicated to this discussion with specific goals being set by the Council for the City Manager to discuss with Roy.

Moved by Gray, second by Koppleberger to receive the Ithaca Unit report. Motion carried.

City Manager's Report

City Manager Yonker provided a written report which updated Council on winter maintenance challenges, the Recreational Marijuana Ordinance, Zoning Board of Appeals and Planning Commission meeting, MDEQ Webinar series, Fire/Rescue budget, Library budget, Capital Improvement Plan, Category B MDOT road funding program, Gratiot Airport Authority meeting, MME Conference, Chamber/IPC events, and Rotary participation.

Manager Yonker reported the MDOT Category B funding has an application deadline of April and no engineering or utility work can be covered with the grant dollars. He reported the meeting with the townships on the fire budget received a consensus to accept the increased operating budget and review of the financial options for the Airpak purchases should the grant application be denied. However, he received a call late in the day that they would like to meet again because they are not satisfied with the Airpak purchase options.

City Manager Yonker reported further that the DPW personnel issue has been resolved and the employee will continue in his current position with water and sewer duties.

Moved by Koppleberger, second by Hubbard to receive the City Manager's report. Motion carried.

New/Old Business

City Manager Yonker reviewed the Ordinance Amendment for Chapter 40, Articles 2 and 4 as approved and recommended for adoption by the Planning Commission. He shared that there were no written comments received nor any public at the Public Hearing. He explained that the amendment would stop the marijuana from being used on public property and makes it so recreational and medical marijuana establishments would not be considered a legal use in the City under the code nor as a home occupation use. The amendment was written as to declare an emergency should the Council deem it so. Manager Yonker reminded that the State of Michigan (LARA) has a year to put together the rules and regulations, so opting out will allow time for those to be set and then the City is not dealing with grandfathering cases.

Councilperson Gray asked if it is being treated the same as alcohol. Manager Yonker stated that the amendment would do so, yes. Councilperson Andrew asked if this was the recommendation of the attorney also. Manager Yonker confirmed.

Moved by Andrew, second by Gray to introduce Ordinance Amendment 2019-01 amending Chapter 40, Article 2 Definitions and Article 4 General Provisions as recommended by the Planning Commission. Motion carried.

Councilperson Hubbard shared concern with thoughts that the emergency declaration could be perceived as an excessive use of power. City Manager Yonker said it is different from the last ordinance because the City has to opt out, where the Medical Marijuana it had to opt in. Councilperson Gray shared that with no rules or regulations to review, it makes it difficult and he had no problem with it as long as it could be revisited in the future when the regulations were set. Councilperson Hubbard voiced that the State has put the locals in this position.

Moved by Koppleberger, second by Andrew to declare the Ordinance Amendment 2019-01 amending Chapter 40, Article 2 Definitions and Article 4 General Provisions as an emergency. The motion passed by Roll Call vote:

**Ayes: (6) Gray, Gruesbeck, Hubbard, Koppleberger, Andrew, Schafer
Nos: (0) None
Absent: (1) Baublitz**

Moved by Andrew, second by Gray to adopt Ordinance Amendment 2019-01 amending Chapter 40, Article 2 Definitions and Article 4 General Provisions as an emergency. The motion passed by Roll Call vote:

**Ayes: (6) Gruesbeck, Hubbard, Koppleberger, Andrew, Gray, Schafer
Nos: (0) None
Absent: (1) Baublitz**

Clerk Fandell asked who would be attending the MML Capitol Conference. There will be no one attending this year due to other conflicts.

Clerk Fandell shared the new demands being placed on City Clerks with the Council due to the Proposal passing last November. Clerks are expected to be in their office from 7:00am to 8:00pm and assist with polling issues at the same time. She asked the Council to consider moving its regular meetings off of election day to help with the scheduling demands.

Clerk Fandell distributed copies of the public notice that will be direct mailed with the assessment notices next week with information for residents interested in serving on a City commission, board or City Council.

Claims, Accounts and Payroll

Moved by Gray, second by Koppleberger to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #45461-45490, Water/Sewer Debt Check #ACH8A and Payroll Checks #15250-15261, DD1319-DD1324, EFT #896-900 as listed in the Check Register Book. Motion carried.

Correspondence

Mayor Schafer noted the received correspondence.

- IPC Meeting Minutes
- Informational Public Notice Regarding Board, Commission and City Council positions for the upcoming year.

Public Comment

Mayor Schafer asked for public comments.

Rob Endter informed the Council that the rumor of the Coffeehouse closing were not true. They are closing for a little while to do remodeling and repurposing.

Mayor Schafer asked for additional business to come before the City Council. None was offered.

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

The meeting adjourned at 8:05 pm.

Barbara Fandell, City Clerk-Treasurer

**CITY OF ITHACA
CITY COUNCIL MEETING
March 05, 2019
7:00 PM**

The regular meeting of the City of Ithaca City Council, held at 129 W. Emerson Street, Ithaca, Michigan, was called to order by Mayor Schafer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Mayor Schafer gave the invocation.

Present were Mayor Alice Schafer and Councilpersons James Andrew, Brett Baublitz, Scott Gray, James Gruesbeck and Rick Koppleberger. Officers and staff present were City Manager Chris A. Yonker, Attorney Jefferson Arnold and Clerk-Treasurer Barbara Fandell.

Absent was Councilperson Clark Hubbard (arrived at 7:15pm), Student Representative Dallas Conn. Audience in attendance was Gratiot Commissioner George Bailey.

Moved by Gray, second by Baublitz to approve the minutes of the regular meeting held February 19, 2019. Motion carried.

Public Comment

Mayor Schafer asked for public comments.

Commissioner Bailey informed the Council that the County Board passed a new policy for Animal Control. The shelter will no longer be an open mission but now a limited shelter. It will no longer accept non domestic animals as potbelly pigs, ferrets, etc. It will also no longer accept batches of kittens. The shelter will be working with GAIN for feral cats. The policy also directs all donations be deposited with the County Treasurer and the spayed/neuter fee is increasing from \$25 to \$50 which the owner will still be refunded once proof of the service is done.

Committee Reports

There were no committee or board reports.

City Manager's Report

City Manager Yonker provided a written report which updated Council on the AT&T Upgrades to antennae on the water towers, Serenity Drive, Zoning Board of Appeals and Planning Commission meeting, cemetery ordinance revisions, OPRA application processing, MML Green Communities meeting, Fire/Rescue budget, West city landfill, Gratiot Community Airport Authority meeting, Rotary activities and Chamber/IPC events.

Manager Yonker reported on the Governor's budget proposal and items that will affect the City directly. The first item was the proposed \$0.45/gallon fuel tax increase and distribution. Through the formula, Detroit and State roads will receive most of the increase with very little going to the local-rural units of government. The second item was a 3.2% increase in Constitutional revenue sharing and the budget proposes a 3.0% increase in statutory revenue sharing due to increased sales. And the third item was an increase of \$120M in water infrastructure. These funds will be dedicated to the new lead and copper rules and PFAS cleanup.

Manager Yonker reported that he met with resident Matt Vernon regarding Serenity Drive and has more information for Attorney Arnold to review. He explained that when the road was developed, an easement was given to the City. Resident David Wright is considering splitting his ten acres for new housing lots. The Serenity Drive residents are claiming it is a private road so Mr. Wright cannot have the lots; however, the City has it on the ACT 51 map and currently maintains and plows it. These are conflicting and the residents cannot deny access and have the City maintain it, so he will need to discuss with Attorney Arnold and follow up. Councilperson Gray commented that the decision needs to be made and not take so long for action.

Manager Yonker further informed the Council that he is working with a new owner on the plans for the demo and new construction of the building on the corner of Dilts Rd and Center Street. There are discussions on which was to realign Dilts Rd. They are trying to get an idea for the right of way and how much room there will be on the lot. The other corners also have potential changes coming as one corner has Randy Shaw's property, which the potential buyer of SAV-A-LOT is also interested in and on the other corner, Mr. Dunchock has sold his property back to Mr. O'Brien. Manager Yonker asked the Council if there was a preference to aligning on the north or south side. After discussion, the Council would like to keep the options open until there is more information.

Councilperson Gray inquired about Kindel's construction in the Industrial Park as neighbors are complaining and are concerned about the accumulation of equipment and trailers in the rear of the property. Mr. Kindel also has the same issues as Anchor Danly with getting trucks on the property. They have to back in and block both lanes while doing so, which backs up all of the traffic. Manager Yonker said HE SPKE WITH Jim Wheeler of GGDI, and Mr. Kindel plans to start the building in the spring. The new building adds additional parking and a drive on the side.

Moved by Baublitz, second by Andrew to receive the City Manager's report. Motion carried.

New/Old Business

Mayor Schafer asked for any new business to come before the Council.

Clerk Fandell requested that an alternate be appointed to the Board of Review. Attorney Arnold has confirmed that an alternate is allowed. Former Board member Carol Vernon has agreed to serve as an alternate for the March Board of Review, but does not want the full-term position.

Moved by Gray, second by Hubbard to appoint Carol Vernon to the Board of Review as an alternate member and will receive the same compensation as regular members when she fills the seat. Motion carried.

Councilperson Baublitz shared that he received some spam/malware from a City email address which was not real so wanted all to be aware.

Claims, Accounts and Payroll

Moved by Andrew, second by Gray to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #45492-45517 and Payroll Checks #15262-15276, DD1325-DD1330, EFT #901-906 as listed in the Check Register Book. Motion carried.

Correspondence

Mayor Schafer noted the received correspondence.

- Meeting Minutes: Wellhead Protection Program, Gratiot Airport Authority, Gratiot Area Chamber, Planning Commission
- Gratiot Community Airport Report
- State of Michigan DNR Letter
- Gratiot Area Chamber of Commerce Membership Letter
- Ithaca Promotional Committee Easter Egg Hunt

Public Comment

Mayor Schafer asked for public comments.

Councilperson Hubbard apologized for his tardiness as he was held up at work.

Councilperson Gruesbeck asked if anyone else was receiving complaints about the deer in town. He asked that it be discussed in the near future.

Mayor Schafer asked for additional business to come before the City Council. None was offered.

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

The meeting adjourned at 7:46 pm.

Barbara Fandell, City Clerk-Treasurer

**CITY OF ITHACA
CITY COUNCIL MEETING
March 19, 2019
7:00 PM**

The regular meeting of the City of Ithaca City Council, held at 129 W. Emerson Street, Ithaca, Michigan, was called to order by Mayor Schafer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Mayor Pro-tem Koppleberger gave the invocation.

Present were Mayor Alice Schafer and Councilpersons James Andrew, Brett Baublitz, Scott Gray, James Gruesbeck, Clark Hubbard, Rick Koppleberger and Student Representative Alli Derby. Officers and staff present were Attorney Jefferson Arnold, City Manager Chris A. Yonker and Clerk-Treasurer Barbara Fandell.

Audience in attendance was Rob & Lexi Endter and Brendan Kelley.

Moved by Koppleberger, second by Baublitz to approve the minutes of the regular meeting held March 5, 2019. Motion carried.

Public Comment

Mayor Schafer asked for public comments. None were offered.

Committee Reports

Mayor Schafer reported the Committee of the Whole met to review the police services agreement which is due to expire at the end of the year. The Committee is recommending that a Request for Proposal be sent out due to the cost of the agreement. The Committee also discussed Tim Palmer's request and the 1996 Resolution for vacating the alley abutting his property. Mr. Palmer would like the city to proceed with restarting the process due to the filing errors of the past. The Committee recommends allowing the process to restart.

Moved by Gray, second by Baublitz to direct the City Manager to prepare, send and publish a Request for Proposal for Police Services for the City. Motion carried.

Moved by Gray, second by Hubbard to initiate the petition and restart the process for vacating the alley between S. Maple Street and S. Elm Street on the South Side of W. Newark as stated in the July 15, 1996 Resolution, following the original terms as set forth by the acting City Council at that time. Motion carried.

City Manager Yonker presented the Planning Commission and Zoning Board of Appeals 2018 Annual Report as required by state law. He reviewed the contents of the report and the year's activity.

Moved by Baublitz, second by Gray to receive the 2018 Annual Planning Commission and Zoning Board of Appeals report as submitted. Motion carried.

Student Representative Alli Derby reported that the school is moving into spring sports mode and the musical was a big success. The show is the highest sold show ever. She further reported the students had an assembly for "Do it for Daniel Day" a depression and anxiety program for students inspired by the Ishpeming Football Coach who lost his son.

Department Report

Lt. Roy McCollum provided a written report on the February activity of the Ithaca Unit.

Moved by Gray, second by Hubbard to receive the Ithaca Unit report. Motion carried.

City Manager's Report

City Manager Yonker provided a written report which updated Council on the AT&T Water Tower Agreements, Cemetery Ordinance Amendment, Serenity Drive issue, Zoning Board of Appeals and Planning Commission meeting, SAW Grant, Water/Sewer Rate analysis, PFAS/West Landfill information research, Gratiot Airport Authority meeting, Chamber/IPC events, and Rotary participation.

Manager Yonker reported a meeting was held on the progress of the SAW grant and the project is expected to be completed by September 2019. There will be a meeting with the City Council the first meeting in May to review the project criticality and discuss the financial funding plan as required by the grant. To date, there are 139 manholes to finish. He gave credit to Rowe for their extensive review of the data. He informed Council that he and Assessor Hunter are researching the 14 feet overlap of land on the SAV-A-Lot property which was discovered during the survey of the property. It could involve an old trade of property with the rights-of-way, but that is to be determined pending the accuracy of the survey. He announced that Ellen's Equipment is the purchaser of the building and should be closing the first week of April. They have hired four people from Ithaca already and will be the only New Holland dealer in the area.

Moved by Baublitz, second by Gray to receive the City Manager's report. Motion carried.

New/Old Business

Clerk-Treasurer Fandell presented an ordinance to amend Chapter 10: Cemeteries of the Code of Ordinances. If introduced and adopted it would update Sections 10 through 20 to allow for the replacement of the Pet Cemetery with the Cremains burial section and rename the new section and the Cremains section. Previously, the Council approved the transition of the Pet Cemetery to a Cremains section and no pet lots were sold, nor pets buried.

Moved by Baublitz, second by Andrew to introduce Ordinance 2019-02 Amendment to Chapter 10 Cemeteries, Section 10-10 through 10-20 as presented and set the public hearing for April 2, 2019 at 7:00pm or soon thereafter as the agenda allows. Motion carried.

Clerk-Treasurer Fandell presented two Farmland & Open Space Preservation Program (PA116) applications for consideration. The applications submitted by Nicholas Hirschman are for property currently in a PA116 under another family members and needs to be transferred. The City has been notified and must file any objections due to the property being within three miles of the City limits.

Moved by Gray, second by Hubbard to inform the Newark Township Clerk that the City of Ithaca has no objections to the Farmland & Open Space Preservation Program (PA116) applications #2019-01 and #2019-02 filed by Nicholas Hirschman. Motion carried.

Mayor Schafer asked Chamber Director Brendan Kelley to address the Council regarding the request for reduced park fees for the Agri-Fit Challenge event. Mr. Kelley stated that the event is a major fund raiser for the Chamber with over 200 participants. The Chamber event promotes “shop local” months prior and up to the day of the race to help the downtown and all Ithaca businesses. In prior years the Chamber has donated 10% of the profit to the local food banks, however this year and going forward, it will retain the full profit to help out its business members with new and current programs. Clerk Fandell asked if consideration could be given for a multi-year fee schedule so the Chamber is not having to come each year and it helps in their planning of the event.

Moved by Koppberger, second by Andrew to charge the Gratiot Area Chamber of Commerce a fee of \$250.00 for the Agri-Fit Challenge event until such time as the City deems an increase is necessary. Motion carried.

City Manager Yonker reviewed the AT&T Water Tower Site Lease Agreements for the West Tower and the East Tower with the City Council. He reported he has not received confirmation from AT&T, so if approved, they will not be signed or sent until such time that he has confirmation. He recommends the approval of both. City Manager Yonker explained that the revenue from the agreements currently goes to the General Fund but it can be Water Fund revenue since they are on the tower and it could be divided between the funds if the Council chose to do so. Council discussed and no action taken to make changes.

Moved by Andrew, second by Baublitz to approve AT&T Water Tower Site Lease Agreement: West Tower Second Amendment and authorize the Mayor to sign. Motion carried.

Moved by Hubbard, second by Koppberger to approve AT&T Water Tower Site Lease Agreement: East Tower Fifth Amendment and authorize the Mayor to sign. Motion carried.

Councilperson Baublitz asked for an update on the status of the disc golf course. Manager Yonker said he placed it on hold because of the Park Master Planning.

Clerk-Treasurer Fandell reported that to date, no petitions had been pulled for the term-ending Council seats. She also reported that the burned home on the east side of town has been demolished to code and all parties have signed off. The insurance performance funds will be returned unless there are objections. No objections were offered.

Claims, Accounts and Payroll

Moved by Andrew, second by Koppberger to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #45521-45577, Grant Program Check #1201 and Payroll Checks #15290-15301, DD1331-DD1336, EFT #907-911 as listed in the Check Register Book. Motion carried.

Correspondence

Mayor Schafer noted the received correspondence.

- Meeting Minutes: Thompson Home Public Library

Public Comment

Mayor Schafer asked for public comments.

Rob Endter informed the Council that they have a deer crossing issue in front of their home and several accidents where the deer are injured or killed. He requested that the speed limit be changed to slow down traffic and a deer crossing sign be installed. Councilperson Gruesbeck stated that was an MDOT Business

Route so the City can not change the speed limit signage. City Manager Yonker agreed and said he would put in a request to MDOT for the sign, however that too is dependent on traffic studies. Mr. Endter thanked the City Council.

Mayor Schafer asked for additional business to come before the City Council. None was offered.

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

The meeting adjourned at 8:05 pm.

Barbara Fandell, City Clerk-Treasurer

**CITY OF ITHACA
CITY COUNCIL MEETING**

April 2, 2019

7:00 PM

The regular meeting of the City of Ithaca City Council, held at 129 W. Emerson Street, Ithaca, Michigan, was called to order by Mayor Schafer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Mayor Schafer gave the invocation.

Present were Mayor Alice Schafer and Councilpersons James Andrew, Scott Gray, James Gruesbeck, Clark Hubbard, Rick Koppleberger and Student Representative Dallas Conn. Officers and staff present were City Manager Chris A. Yonker and Clerk-Treasurer Barbara Fandell.

Absent was Councilperson Brett Baublitz and Attorney Jefferson Arnold.

Audience in attendance was Gratiot Commissioner George Bailey, Diane Godley, Gary Hoffer, Rob and Lexi Endter.

Moved by Koppleberger, second by Gray to approve the minutes of the regular meeting held March 19, 2019. Motion carried.

Public Comment

Mayor Schafer asked for public comments.

Diane Godley, Community Strong, asked the City Council for permission to hold the Veterans event downtown on September 14, 2019. Community Strong is partnering with the American Legion and the Abate Biker Group of Saginaw and Gratiot Counties. Last year's event was very successful and raised \$6,000 for the veterans. This year the three non-profits will work with all of the county veteran groups and would like to hold a parade through the downtown and then a memorial ceremony at the War Memorial.

Mayor Schafer informed her there were several items that would be needed prior to Council approving the event, such as proper request forms, insurance, etc. and asked her to work with staff and then it would be considered.

Committee Reports

Student Representative Dallas Conn reported the students were preparing for the PSAT and SAT testing next week. The last day of school is June 17th but there is still a possibility that it could be June 14, 2019.

Mayor Schafer reported the Committee of the Whole met to review the Water/Sewer rate study analysis and to discuss items for the 2019-20 fiscal year budget. In lieu of new projects and the need to obtain infrastructure quotes, the Committee recommends postponing the introduction of the budget until the May 7, 2019 regular meeting. The Committee also discussed staff's proposal to have the rules removed from the Cemetery Ordinance so that they could be changed by resolution if needed in the future.

Moved by Gray, second by Hubbard to postpone the introduction of the 2019-2020 Fiscal Year budget until the May 7, 2019 regular meeting. Motion carried.

City Manager's Report

City Manager Yonker provided a written report which updated Council on the Zoning Board of Appeals and Planning Commission meeting, cemetery ordinance revisions, water/sewer rate analysis, meeting with the Gratiot County Sheriff and staff, community tour and City promotion for business development, webinar participation, upgraded lighting of US-127 billboard, ZFS progress, West city landfill, Gratiot Community Airport Authority meeting and Chamber/IPC events.

Manager Yonker reported on that the MDEQ has determined that the City is financially viable for the clean up of the west landfill PFAS issue and will not receive any assistance from the State. The determination now moved the City to Phase II and we must respond to the second letter of who dumped and what was dumped on the site. We must name the principal parties and think we have enough information but will need help with the coordination from this point forward. This may require hiring a consultant.

Manager Yonker further informed the Council that the SAV-A-Lot property deed has been fixed with a Quit Claim Deed and closing is expected for Thursday. The new owners may be looking for an easement for ingress/egress on the undeveloped road on the south side of the property. He reported the Airport Authority met and held further discussions on how to finance the airport. Financing options include hanger fees/leases, authority fees and increased County financing due to the windmill revenue. There is no discussion about closing it.

Lastly, Manager Yonker reported he received a complaint from Downtown Dime regarding its property and parking spaces behind the business. An employee of a neighboring business is parking in the spaces and the owner of Downtown Dime is threatening to have them towed. The property lines show the spaces are owned

by Downtown Dime. He asked if there were any special arrangements when the lot was paved. The Council stated there were not. George Bailey shared that the project was done for economic development of the downtown.

Moved by Gray, second by Andrew to receive the City Manager's report. Motion carried.

Public Hearing

Mayor Schafer stated it was time for the public hearing on Ordinance 2019-02.

Moved by Kopplesberger, second by Hubbard to enter into a public hearing to take comment on Ordinance 2019-02 Cemeteries. Motion carried. Mayor Schafer opened the hearing at 7:26pm.

Clerk Fandell reviewed the Ordinance amendments to change the section numbers, change Section W to Third Addition and changes from the Pet Cemetery to the new Urn Section now known as the Fourth Addition. In preparing the Ordinance, staff is recommending that the rules be removed from the ordinance, set by resolution and referenced that they may be changed by resolution as needed. This would require amending Section 10-1 also.

Diane Godley asked if the rules were posted in the cemetery. It would be nice to have them posted or available at the cemetery as many people come from out of town. Each cemetery has different rules and they vary a lot from one to another.

Mayor Schafer suggested the rules be removed and adopted at the same time the ordinance amendments are.

Mayor Schafer asked for additional comments. None were offered.

Moved by Hubbard, second by Gray to close the public hearing. Motion carried. Mayor Schafer closed the public hearing at 7:33pm.

Mayor Schafer asked staff to bring back the revised amendments as discussed in the public hearing and the Resolution with the cemetery rules to the next meeting for action.

New/Old Business

Clerk-Treasurer Fandell presented the delinquencies to be placed on the Summer 2019 Property Tax Roll. She explained that we are now seeing more owners listed as the "renter" due to the change in the utility deposit policy. These should start to lessen over time.

Moved by Andrew, second by Kopplesberger to authorize the Clerk-Treasurer to place the delinquent receivables and water/sewer bills as presented, on the 2019 Summer Tax roll. Motion carried unanimously.

City Manager Yonker presented three parcels that are up for tax sale by the county that have been offered to the City for purchase if the State of Michigan declines to purchase them. If purchased, they must be used for public purpose and all three are in residential areas. They are 712 E. Newark, 112 Barber Street and 515 N. Maple Street. Staff does not recommend the purchase/acceptance. The Council instructed Clerk-Treasurer Fandell to notify the County Treasurer that the City is not interested in the parcels.

Clerk-Treasurer Fandell informed the Council that the correspondence for abandoning the alley between South Maple Street and South Elm, on the south side of Tim Palmer's property have been mailed to the property owners along with the petitions. Property owners have been given until April 19, 2019 to respond.

Claims, Accounts and Payroll

Moved by Gray, second by Hubbard to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #45578-45592 and Payroll Checks #15302-15326, DD1337-DD1345, EFT #912-917 as listed in the Check Register Book. Motion carried.

Correspondence

Mayor Schafer noted the received correspondence.

- Gratiot Agricultural Society Kick Off Dinner Invitation
- Ithaca Promotional Committee Sport Shirt Golf Outing Flyer

Mayor Schafer shared that she received a thank you letter from Ithaca, NE for the sesquicentennial certificate sent to them for their celebration. Some interesting facts to note; there are six states which have an Ithaca. They are New York (the largest), Michigan (2,910), Wisconsin (616), Nebraska (148), Ohio (131) and GA (population unknown). There is also an Ithaca in Greece and Australia.

Public Comment

Mayor Schafer asked for public comments.

County Commissioner George Bailey addressed the Council. He informed them that Equalization Director Rex Smith has resigned and the county will be hiring a full-time position. Currently there are 44 Equalization Directors in 83 counties, so it may be a challenge. He also shared that the county Parks Department is also looking to hire seasonal help. Lastly, he shared that since the change at the shelter in which they no longer allow cats to be dropped off, they have received multiple complaints. GAIN will not euthanize the cats and there are no State laws governing feral cats so there is no solution to the problem right now.

Diane Godley inquired about the lead/copper water lines that have been in the news and if the City would be checking homes. City Manager Yonker explained the current requirements and process the City has to complete by July 1, 2019 for analyzing potential areas that may contain these types of lines. He also shared information on the current court case fighting that what the MDEQ has done is unconstitutional. He assured her that the City is in compliance with sampling of the water.

Mayor Schafer asked for additional business to come before the City Council. None was offered.

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

The meeting adjourned at 8:08 pm.

Barbara Fandell, City Clerk-Treasurer

**CITY OF ITHACA
CITY COUNCIL MEETING
April 16, 2019
7:00 PM**

The regular meeting of the City of Ithaca City Council, held at 129 W. Emerson Street, Ithaca, Michigan, was called to order by Mayor Schafer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Mayor Pro-tem Koppleberger gave the invocation.

Present were Mayor Alice Schafer and Councilpersons James Andrew, Brett Baublitz, Scott Gray, James Gruesbeck, Clark Hubbard, Rick Koppleberger and Student Representative Alli Derby. Officers and staff present were Attorney Jefferson Arnold, City Manager Chris A. Yonker, Clerk-Treasurer Barbara Fandell, Fire Chief Dave Nelson and Lt Roy McCollum.

Audience in attendance was Rob & Lexi Endter, Barbara Stahl, Jim Wheeler, Brian Terborg and Bob Garland.

Moved by Koppleberger, second by Baublitz to approve the minutes of the regular meeting held March 5, 2019. Motion carried.

Public Comment

Mayor Schafer announced that 38 years ago, a local church sponsored a Cambodian family and the next morning one of the daughters would be back visiting the City and she would be hosting her and her daughter during their stay.

Mayor Schafer asked for public comments.

Barbara Stahl addressed the Council on her delinquent property taxes, sighting she received a delinquent letter from the County for the Summer taxes. She was a new home owner and was unaware that the summer taxes were not paid and the previous owners were given credit during the closing. She asked that the City remove the penalty incurred on the tax and provide additional service to be provided to owners notifying of delinquencies. Clerk-Treasurer Fandell explained that the tax billing was sent to the proper party of record at the time of the billing and that the penalty amount could not be removed since it was now delinquent. She further shared the additional services that the City Hall staff provides in trying to notify owners of any delinquency. Mayor Schafer thanked her for her comments.

Committee Reports

Student Representative Derby reported that small animal day happened at the school. The seniors have 26 days left of school and the last day is scheduled for June 17th right now. They are still awaiting action from the State for additional days off due to the winter weather.

Mayor Schafer reported the Committee of the Whole met to review and discuss the SAW Grant and required funding plan portion of the grant. The committee was joined by Steve Clark and Aaron Wendzel of Rowe PSC who reviewed the results and funding options. Redzone Robotics' review of the storm water system is that it is an older system and there are several factors to consider going forward. The committee also discussed the police services agreement as a result of the Sheriff announcing his retirement. City Manager Yonker shared that Alma Manager Schooley would be discussing the RFP with his board later in the week and asked if the Council wanted him to continue with the RFP, renew the current contract, or wait. The Committee recommends continuation of the Request for Proposal for police services. Councilperson Gray asked if any consideration had been given to reducing the policing coverage to less than 24-hour coverage or to a countywide police authority. He shared that with public safety being 43% of the General Fund budget

Department Report

Lt. Roy McCollum provided a written report on the March activity of the Ithaca Unit. He also provided quarter statistics of 274 tickets, 68 arrests, 2426 business inspections, 425 verbal warning, 555 traffic stops and 355 complaints for the unit. He shared that through recent communications there were some items that require more of his attention and/or communication with the City Manager and City Council. One of the patrol cars is currently being replaced so another car is subbing until the purchase is complete. The sub car will not have "Ithaca Unit" on it during this transition. The city cars have shorter in-service time and do not last as long as the other cars in the county fleet because of the stop-n-go, turns, etc. Lt. McCollum shared comments in regards to non-24-hour coverage, in that without the coverage, another unit covers in the event of a crime, for instance, the county car would come into the city, the State Police would then cover the county..... He also did not recommend the Pay-as-you-Go service because when the funds are depleted, so is the service. Lt. McCollum further reported that the County will start placing officers in the City on a more continuous basis. It will try and make changes, but it will have its challenges among the personnel.

Moved by Andrew, second by Hubbard to receive the Ithaca Unit report. Motion carried.

Fire Chief Dave Nelson reported on the quarterly activity of the Fire Department. He reported eight firefighters attended the International Fire Show in Indianapolis and met some Detroit area firefighters. While there, they attended the vendor show and won \$10K worth of fire hose for the Department from All American Hose for its 50th Anniversary drawing. The department will receive 1,000 feet of LDH 5-inch hose, 400 feet of 1.75-inch hose and 200 feet of 2.5-inch hose. They also won a pike pole at the show. He shared these are a great group and future leaders for the department.

Chief Nelson further reported on the Code activity for the quarter, sighting that there was not much activity this winter and he was currently working with a few families on trash and code issues and trying to get them resolved without fining them.

Moved by Gray, second by Baublitz to receive the Fire Department and Code Officer's reports. The Mayor asked Chief Nelson to thank and congratulate Jeremy Gallagher and Phil Rony for completing their training to become instructors for the department. Motion carried.

Clerk-Treasurer Fandell presented the quarterly Financial Reports ending March 30, 2019. She informed the Council on the MDOT Act 51 funds calculation error and the effect to the City is a loss of approximately \$16,000. She further informed the Council that there has been a calculation error on the part of the County Treasurer in the distribution of the Library millage funds. She and Bobbie Marr, Treasurer for the City of St. Louis, have scheduled a meeting with the County Treasurer to review the calculations.

Moved by Baublitz, second by Gray to receive the Financial Reports and place of file for audit. Motion carried.

City Manager's Report

City Manager Yonker provided a written report which updated Council on the Cemetery Ordinance Amendment, Codification Services Proposals, MERS 457 Plan adoption, DPW Building renovation proposals, SAW Grant, Arbor Day Proclamation, Zoning Board of Appeals and Planning Commission meeting, Water/Sewer Rate analysis, Law Enforcement Services, PFAS/West Landfill information, DDA actions, Gratiot Airport Authority meeting, Chamber/IPC events, and Rotary participation.

Manager Yonker reported that MDOT will start on BUS-127 on Monday with curb removal near Barber Street. They are starting two weeks earlier than planned. He also received communication from Representative Filler thanking him for the historical information on the road diet. Manager Yonker reported he met with the regional staff for the US Census from Detroit. They are looking for assistance with enumerators for census next year. The City will help get the work out, currently they are working on boundaries and construction that might have residential units involved. The city gets 2.5 people per every unit, which are important because several of the state revenue formulas have a per capita population factor. Lastly, he reported that he received a request to purchase a parcel of property owned by the City from Ellen's Equipment at the end of Dilts Road. Assessor Hunter has a value on the parcel at \$125 per front foot, which is lower than the commercial buildings because of the location and possible condition of the ground. The true cash value is \$41,250. They have requested an asking price for consideration of the sale. Councilperson Hubbard recommended selling as it has remained vacant for many years and it would be better for the city if it were utilized and generating tax dollars. Councilperson Andrews agreed and adding that cost savings would come from not having to mow the parcel.

Moved by Gray, second by Baublitz to authorize the City Manager to negotiate the sale of the parcel at an initial price of \$41,250 and bring the final offer back to the City Council for approval. Motion carried.

Moved by Gray, second by Hubbard to receive the City Manager's report. Motion carried.

New/Old Business

Proposal for the repairs of the DPW building and new electrical were presented to the Council for award. Proposals were received from JT Construction LLC, Freed Construction and Sherman Builders. Director Studt is recommending JT Construction LLC based on work quality, references and price.

Moved by Baublitz, second by Andrew to accept the proposal for the DPW Building repair and new electrical to JT Construction LLC in the amount of \$37,233.00 and authorize the City Manager to sign. Motion carried.

Proposals were presented for Ordinance Codification Services. Proposals were received from General Code and MuniCode. Staff has reviewed and recommends General Code with the Annual eCode360 Premium. The project will take 10-12 weeks to complete.

Moved by Gray, second by Baublitz to accept the proposal for Ordinance Codification services to General Code with the eCode 360 Premium in the amount of \$4,583.00 and future annual cost of \$1,195.00. Motion carried.

Clerk-Treasurer Fandell presented the MERS 457 Plan and documents required for its adoption and to become a benefit offering to the Full-Time and Part-Time Regular classifications of employees. Councilperson Gray inquired if the Fire/Rescue personnel could be included. Ms. Fandell said the City has not offered to them in the past because they are on a different pay schedule but could certainly see if there is interest and if so, the plan and documents could be amended at any time.

Moved by Hubbard, second by Andrew to adopt Resolution 2019-02 Establishing Authorized Signatories for MERS Contracts and Service Credit Purchase Approvals. Motion carried.

Moved by Andrew, second by Hubbard to adopt Resolution 2019-03 Adoption of MERS Uniform 457 Program. Motion carried by the Roll Call vote:

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

Nos: (0) None

Absent: (0) None

Moved by Gray, second by Koppleberger to approve the MERS 457 Participation Agreement and authorize the City Clerk to sign the documents. Motion carried.

Mayor Schafer acknowledged the resignation from Douglas Wright from the Planning Commission.

Moved by Koppleberger, second by Gray to accept the resignation from Douglas Wright from the Planning Commission. Motion carried. Mayor Schafer instructed Council to begin looking for a replacement for Mr. Wright.

City Manager Yonker presented the Proclamation for National Arbor Day for consideration. Discussion on the "Tree City" status and the benefits of being one.

Moved by Hubbard, second by Gray to adopt the Proclamation for National Arbor Day. Motion carried.

Clerk-Treasurer Fandell presented Ordinance 2019-02 for consideration. The staff is asking that the Ordinance be adopted without removing the rules at this time. The rules are not limited to section 10-1 but are integrated throughout the Ordinance, so staff would like to take more time to properly remove and possibly update those that may be outdated. Adoption of the currently introduced and heard version is necessary so the Cremins Section lots can be sold.

Moved by Gray, second by Andrew to adopt Ordinance 2019-02 Amendment to Chapter 10 Cemeteries, Section 10-10 through 10-20 of the Code of Ordinances. Motion carried by the Roll Call vote:

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

Nos: (0) None

Absent: (0) None

Councilperson Gruesbeck addressed the quality issue of the new concrete for sidewalk Zones 4 and 2 as it is not holding up and needs to be addressed. City Manager Yonker shared that it was still green when winter hit so the salt used has caused the pitting issue. The sidewalk is being installed too late and does not have time to cure properly before winter. Manager Yonker didn't feel it was a warranty issue, and we need to award the contract earlier to avoid this issue.

Claims, Accounts and Payroll

Moved by Baublitz, second by Gray to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #45594-45630, Grant Program Check #1202 and Payroll Checks #15327-15338, DD1346-DD1351, EFT #918-922 as listed in the Check Register Book. Motion carried.

Correspondence

Mayor Schafer reviewed the received correspondence.

- Meeting Minutes: Planning Commission, Zoning Board of Appeals
- MDEQ Letter: Analysis of City financial capability for the West landfill. (City Manager Yonker commented that he Ms. Fandell are trying to meet with MDEQ on the funding and possible appeal of the determination because the model used does not take other program issues into account, such as Lead/Copper, SAW Grant and pension funding).
- MAGNET letter
- Russel Pierce resignation letter (Chief Nelson commented that Russel will remain as the photographer for Ithaca and Alma FDs. He has been and will continue to be a great asset to the program.)

Public Comment

Mayor Schafer asked for public comments.

Rob Endter informed the Council that he would be interested in the Planning Commission position. Mayor Schafer thanked him for his interest.

Mayor Schafer asked for additional business to come before the City Council. None was offered.

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

The meeting adjourned at 8:40 pm.

Barbara Fandell, City Clerk-Treasurer

**CITY OF ITHACA
CITY COUNCIL MEETING
May 7, 2019
7:00 PM**

The regular meeting of the City of Ithaca City Council, held at 129 W. Emerson Street, Ithaca, Michigan, was called to order by Mayor Schafer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Mayor Schafer gave the invocation.

Present were Mayor Alice Schafer and Councilpersons James Andrew, Brett Baublitz, Scott Gray, James Gruesbeck, Clark Hubbard, and Rick Koppleberger. Officers and staff present were City Manager Chris A. Yonker and Clerk-Treasurer Barbara Fandell.

Absent was Student Representative Dallas Conn and Attorney Jefferson Arnold.

Audience in attendance was Tom MacDonald, Rob and Lexi Endter.

Mayor Schafer informed Council that she sent a card on behalf of the city to former Councilperson L. D. Hollenbeck for his 80th Birthday and one to Deputy Treasurer Jamie Space congratulating her on completion of the Treasurer's Institute.

Moved by Koppleberger, second by Gray to approve the minutes of the regular meeting held April 16, 2019. Motion carried.

Public Comment

Mayor Schafer asked for public comments.

Tom MacDonald, resident and Industrial Business owner, addressed the City Council regarding a call received from Code Officer Nelson concerning his building in the industrial park and items outside of the building. He shared that he drove around and almost every business in the park and also the city's own DPW has stuff around their buildings. His renter has large jobs and does the work outside and cleans it up. The industries are busy and that is a good thing for the local economy. He asked that the City give them a chance to run their business and leave them alone, or at least find out what they do before bothering them.

Committee Reports

Student Representatives Dallas Conn and Alli Derby were unable to attend as their attendance was required at the choir concert at school.

Mayor Schafer reported the Committee of the Whole met to review the 2019-2020 fiscal year proposed budget. Clerk-Treasurer Fandell went through it with the members and the Committee is recommending its introduction along with the Capital Improvement Plan. The Committee also discussed the replacement of the UTV unit for the Fire Department. Chief Nelson explained that the CanAm grant program through Lakeside Motor Sports is no longer available so there will be no replacement when the current one has to be returned. Lakeside MS will sell one to the department for \$20,550. The current one is undersized and the Townships want to purchase a new heavier duty unit. Chief Nelson stated they had \$15,000 and the City's share would be \$5,550. The Committee discussed getting quotes from Ellen's Equipment and Bader & Sons to see if they had similar programs. The Committee directed the City Manager to obtain the three quotes from the two local vendors and Lakeside Motor Sports for the UTV replacement and bring them back to the next meeting. Funding will be determined once quotes are received.

City Manager's Report

City Manager Yonker provided a written report which updated Council on the N. Pine River MDOT road project, Planning Commission meeting, Dilts Road property sale, Dilts Road/Industrial Parkway intersection realignment, Capital Improvement Plan, Seaver Street engineering and design proposal, law enforcement services RFP, Fire UTV issue, Rosewood AFC water supply, fairground fencing, Wellhead Protection program, EGLE webinar, Rotary activities, Gratiot Community Airport Authority and Chamber/IPC events.

Manager Yonker reported that Ryan Smith of Gemini Capital Management would be at the next Planning Commission meeting to request a zoning ordinance amendment for residential housing in the rear of the buildings in the downtown. He has been contacted by the MDEQ regarding Rosewood Adult Foster Care's water supply. Rosewood needs a new well and the DEQ wants them to connect to the City water supply because they are now a Type 1 facility. Rosewood wants to drill a new well and not connect or annex to the City, but the MDEQ is persistent with us providing estimated cost for connection. The City should not have to incur that cost and asking if Council are in agreement. Consensus was they are in agreement.

Manager Yonker further reported that Ryan Mills of the Four 7 would like to hold a block party like last year. At this point, there is no IPC Fall Fest but the Chamber is working to maintain the event. Mayor Schafer asked if it would be on September 14th in conjunction with the Bike run. Manager Yonker said it is still in the planning.

Councilperson Hubbard commented on no Fun Fest, no St. Louis Blues Festival, it is proving that volunteers are becoming scarce. On a positive note, with the paving of North Pine River, the sidewalk in front of the church has been restored.

Moved by Gray, second by Hubbard to receive the City Manager's report. Motion carried.

New/Old Business

Mayor Schafer called for action on the 2019-2020 Fiscal Year Budget.

Moved by Gray, second by Andrew to introduce the 2019-2020 Fiscal Year Budget as recommended by the Committee of the Whole and set a public hearing to take comments for May 21, 2019 at 7:00pm or soon thereafter as the agenda allows. Motion carried.

Mayor Schafer explained the Library Board approved the purchase of a larger digital sign for the library. The Council approved \$14,000 previously but this will require an additional \$3,295.00 approval.

Moved by Hubbard to approve the larger sign at a cost of \$3,295.00 additional funds. No support, motion dies.

City Manager Yonker reported that Ellen's Equipment was interested in purchasing the Dilts Road property at the offered cost of \$41,250.

Moved by Andrew, second by Hubbard to authorize the sale of the City vacant lot on Dilts Road (29-52-050-014-03) to the owners of Ellen's Equipment at a price of \$41,250.00 and authorize the Mayor and City Clerk to sign all documents. Motion carried.

City Manager Yonker asked for approval of the proposal for professional services for the design and permitting of the Seaver Street Watermain. Mayor Schafer asked Steve Clark for Rowe, for input. Mr. Clark stated that there have been several breaks on the line that have been repaired on this section of main. Rowe would do the design and permitting for EGLE and once approved, the City crew will install the line.

Moved by Gray, second by Koppberger to approve the Seaver Street Watermain project proposal from Rowe Professional Services at a cost of \$12,900 and authorize the City Manager to sign the contract and the Treasurer to amend the budget to reflect the project. Motion carried.

City Manager Yonker presented the Capital Improvement Plan for Introduction for the 2019-2025 years.

Moved by Andrew, second by Gray to introduce the 2019-2025 Capital Improvement Plan. Motion carried.

Mayor Schafer stated she attended the 9-1-1 Dispatch Center Open House and shared information on the new SMART 911 App that people can download to share information with safety personnel in the event of an emergency. She further shared that she attended the Athena Award Luncheon with the City Hall staff and Denise Clise from Alma College Art Reach (who also assist with our banner project) was the recipient.

Mayor Schafer inquired on the Water Tower contract as it has not yet been signed but was approved. Manager Yonker said he is still waiting on Suez's evaluation of the equipment that AT&T wants to install but they have forwarded the information to AT&T for approval.

Clerk-Treasurer Fandell gave an update of the audit RFP's, citing six have been received, however she would like to do interviews to obtain more information than what was provided because there are several that are similar.

Councilperson Gray shared that he agreed with Mr. MacDonald's comments from earlier in the meeting. Almost all of the industries are violating the code and the Council is not giving Code Officer Nelson good direction on what they want. He further stated that back in inception, a few of the business were not included in the Industrial Park boundaries. Manager Yonker stated he did not disagree, however there are other businesses in compliance and they are filing complaints with him regarding those in violation. Councilperson Gray said all but two are all contained and in the South Industrial Park, one business is sandblasting outside and it is his understanding that you are not allowed to do that. The Council needs a unified decision on to what degree it enforces the code. Councilperson Baublitz stated if there is a code, it needs to be followed or changed, you can't pick and choose. Councilperson Hubbard asked where do you draw the line of temporary versus permanent violation. Tom MacDonald shared that they can enforce the Industrial Park rules but it will hurt the businesses and the city needs to look at its own DPW yard. Mayor Schafer stopped the discussion and stated a Committee meeting will be set to discuss this in more detail and find a fair solution for all.

Mayor Schafer called for action on setting a public hearing to vacate the alley between S. Elm and S. Maple street. City Manager Yonker explained that the city engineers spoke to he, Barb and Edie to explain that the alley lies within the platted section of the city and PA288 does not allow the City to deed the alley to the property owners but that it goes back to the plat. Communities split it like we intended, however it may require submitting a new plat which is considerably more cost and we could not give any of the alley to the unplatted

adjacent owners. This could explain why the process was not completed by the former action of the Council. He recommended holding off on the public hearing until staff could do some further research and discuss with the property owners. Steve Clark confirmed the information and shared more on the law and the position Rowe has to take as the surveyors if utilized.

Claims, Accounts and Payroll

Moved by Baublitz, second by Gray to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #45631-45660 and Payroll Checks #15339-15367, DD1352-DD1362, EFT #923-928 as listed in the Check Register Book. Motion carried.

Correspondence

Mayor Schafer noted the received correspondence.

- DDA and Library Board Minutes

She raised the issue on the digital sign and asked to discuss it again. Councilperson Gruesbeck stated that City funds should not be used when the Library has a healthy fund balance. Mayor Schafer explained that they intended to use the library funds so it appears there has been some miscommunication.

Moved by Hubbard, second by Gruesbeck to approve the additional \$3,295.00 for the digital sign as requested by the Library Board and amend the budget for this amount. Motion carried with Councilperson Gray abstaining.

- E&S Graphics new business announcement
- MML Service enhancement for discount on tuition at CMU
- Jamie Space Michigan Treasurer's certification announcement.

Public Comment

Mayor Schafer asked for public comments.

Steve Clark shared that the USDA has grants for equipment for rural Fire Departments.

Clerk-Treasurer Fandell discussed with the Council the issue of the status of the IPC. She will be meeting with the Chamber Executive Committee on how to help this organization. She asked if the City would be willing to allow some use of Shelly Moffit's time to help in the short-term interim for events and needs of the Chamber. There were no objections.

Mayor Schafer asked for additional business to come before the City Council. None was offered.

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

The meeting adjourned at 8:25 pm.

Barbara Fandell, City Clerk-Treasurer

**CITY OF ITHACA
CITY COUNCIL MEETING
May 21, 2019
7:00 PM**

The regular meeting of the City of Ithaca City Council, held at 129 W. Emerson Street, Ithaca, Michigan, was called to order by Mayor Schafer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Mayor Pro-tem Koppleberger gave the invocation.

Present were Mayor Alice Schafer and Councilpersons James Andrew, Brett Baublitz, Scott Gray, James Gruesbeck, Rick Koppleberger and Student Representative Alli Derby. Officers and staff present were Attorney Jefferson Arnold, City Manager Chris A. Yonker and Clerk-Treasurer Barbara Fandell.

Absent was Councilperson Clark Hubbard.

Audience in attendance was Rob & Lexi Endter, Jim Wheeler and Brian Terborg.

Moved by Gray, second by Koppleberger to excuse Councilperson Hubbard who was out of town. Motion carried.

Moved by Koppleberger, second by Gray to approve the minutes of the regular meeting held May 7, 2019. Motion carried.

Public Comment

Mayor Schafer asked for public comments. None were offered.

Committee Reports

Student Representative Derby reported that the last day of school will be June 11, 2019. The new principal hired is Brady Palmer, an alumnus of Ithaca. The Boys track team won the Regional title which is the first win for them in 72 years. Six team members and two girls qualified for States.

Mayor Schafer reported the Committee of the Whole met to review and discuss the water and sewer rates for the 2019-20 fiscal year. The Committee recommended increasing the base ready to serve charge for both utilities with the per gallon charge taking a lesser increase for the water and a decrease for the sewer. The Committee further recommended staff use the rate study calculations presented to prepare the Resolution for the rate changes. Mayor Schafer further reported the Committee reviewed the Audit Services RFP submissions and staff recommendations. Finally, the Committee discussed a requested change to the Fire budget, but will readdress after the notification of the Air Bottle grant has been received.

Department Report

Lt. Roy McCollum provided a written report on the April activity of the Ithaca Unit. Mayor Schafer noted that as of June 1st, the officers will be changing that are assigned to the Unit. Deputies Litwiller and Swan will be on the night shift, with Deputies Roderick and Danks serving the day shift. These deputies will be on assignment through September.

Moved by Koppleberger, second by Andrew to receive the Ithaca Unit report. Motion carried.

City Manager's Report

City Manager Yonker provided a written report which updated Council on MDOT's Pine River road project, Fire/Rescue UTV, Planning Commission meeting, Rosewood AFC water supply, website updates, METRO Act permit modification request, Law Enforcement Services, Dust Off Car Show, PFAS/West Landfill information, DDA Art Reach Banners, holiday office closing, Chamber/IPC events, and Rotary participation.

Manager Yonker reported that Wendy's closed the day prior at noon. The franchise owner sold sixty of the stores and closed seven stores. The restaurant manager received two days' notice of the closing and the staff were informed the morning of the closing. There is no further information available at this time. He reported the Dust-Off Car Show was postponed to June 2nd due to the rainy weather and the art banners had been received and would be going up later this week. He informed Council that DPW Director Studt was back to work part-time, two DPW staff members were going off on medical leave and Joel Zuker resigned to take a position with the Village of Ashley. The departure of Joel leaves Bob as the sole operator as we await the results of Jarred Waldron's testing. The test results will be available mid-June. The applications received when Rick Wymer resigned and the Council chose not to fill the position, are still on file and staff will be reviewing for possible interviews for Joel's replacement. If a proper candidate is not found, we will re-advertise.

Manager Yonker further reported that Lt. McCollum contacted him and three of the six candidates for Sheriff had been interviewed with the other three scheduled for the next day. Undersheriff Morris has noted in his interview that the department will not be responding to the Law Enforcement Services RFP, but is willing to extend the current contract held with the City. He informed the Council that the new UTV for the Fire

Department had been delivered to the City last week. He noted the “Group” wanted to stay with Lakeside Motor Sports because the equipment was fitted for the brand and out of loyalty for the loan for the past year. The original cost was \$15,000 but is now \$12,400 and they are working on how to title it to the City rather than to another Township or individual. Chief Nelson stated there was a miscommunication over the UTV. The townships receive more use from this equipment and wanted to keep it. Those townships wanted to remain with Lakeside and their pricing was competitive. He added that Emerson Township can approve up to \$20,000 without receiving quotes, but the City’s policy is different and takes longer so they chose to move forward with the purchase. Chief Nelson shared that Emerson, North Star and Arcada Townships have committed to the purchase, Newark and New Haven would like to contribute and are discussing with their boards, but he did not know the position for Lafayette township.

Mayor Schafer noted that at the last meeting the Council did not have all of the information and asked that it be provided to them. City Manager Yonker stated the decision was done with great intentions, however it is different than our normal protocol and purchasing policy.

Moved by Gray, second by Baublitz to receive the City Manager’s report. Motion carried.

Public Hearing -Budget

Mayor Schafer noted it was time for the public hearing.

Moved by Kopplesberger, second by Gray to enter into the public hearing to take comment on the 2019-2020 fiscal year budget and truth and taxation millage rates. Motion carried.

Mayor Schafer opened the public hearing at 7:25pm.

City Manager Yonker gave a presentation on the budget. Highlights included:

- Review of property tax values and taxable/non-taxable category counts. Proposal A cap effect, Commercial Personal property due to ZFS construction, Headlee Amendment and a millage comparison with neighboring cities.
- Revenue Sharing history and State of Michigan budget in relation to it.
- Fund balance of funds over the past 20 years.
- The State of Michigan budget versus local government funding
- Review of expenditures and projects included in the budget.

Mayor Schafer asked for additional questions, comments and/or considerations. None were offered.

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

Mayor Schafer closed the public hearing at 7:50pm.

New Business

Clerk-Treasurer Fandell presented Resolution 2019-04 approval of the millage rates, for consideration.

Moved by Gray, second by Baublitz to adopt Resolution 2019-04 Approving the 2019-2020 Fiscal Year Millage Rates. Motion carried by Roll Call Vote:

Ayes: (6) Kopplesberger, Andrew, Baublitz, Gray, Gruesbeck, Schafer

Nos: (0) None

Absent: (1) Hubbard

Clerk-Treasurer Fandell presented Resolution 2019-05 naming the City depositories for 2019-2020 for consideration.

Moved by Gray, second by Baublitz to adopt Resolution 2019-05 Designation of City Depositories for Fiscal Year 2019-2020. Motion carried.

City Manager Yonker presented a Local Road Project Agreement to Chip and Fog Seal St. Charles Road from Jerome Road to State Road for consideration. The project would be a 3-way split, as in the past, sharing the cost between the Gratiot County Road Commission (50%) and Arcada Township (25%) and the City (25%). The chip and fog seal works well on that road. This project, if approved, would be part of the 2019-2020 FY budget.

Moved by Andrew, second by Kopplesberger to approve the Local Road Project Agreement with Gratiot County Road Commission Project #801191 at a cost share of \$6,750.00, authorize the City Manager and City Clerk to sign and add to the 2019-2020 fiscal year budget. Motion carried.

Old Business

Clerk-Treasurer Fandell presented the proposals and staff recommendations for Auditing Services as requested. Mayor Schafer noted the Committee of the Whole had reviewed the information and asked for action. Councilperson Gray asked if staff had a top preference. Treasurer Fandell and Deputy Treasurer Space both replied they would be fine working with any of the top three recommended. Councilperson Baublitz

inquired on the cost of Yeo & Yeo versus the current auditor and the additional staff time needed to meet the additional audit hours proposed. Treasurer Fandell shared that the staff cost would bring the costs of the two firms almost equal.

Moved by Gray, second by Koppleberger to award the Auditing Services contract to Roslund, Prestage and Company for Fiscal Years 2019, 2020, 2021 at costs of \$12,500, \$12,750, \$13,000 respectively and an optional extension for Fiscal Years 2022 and 2023 at costs of \$13,250 and \$13,500 respectively and authorize the City Clerk-Treasurer to sign. Motion carried.

City Manager Yonker updated the Council on the alley vacation research received from Rowe PSC. Other communities do it the same way we want to and have done in the past. We need to have Attorney Arnold review the information received before moving forward. He shared that staff agrees that if vacated, the land be shared with only the parcels in the platted portion to the north, which the alley lies within. This would remove any future issue of a platted alley being split out to unplotted land section.

Councilperson Gray asked if consideration has been given to reducing the shift coverage for the police services to 12-hours per day and not 24. Council agreed to review and directed the City Manager to contact the Village of Breckenridge and other resources regarding this request.

Claims, Accounts and Payroll

Moved by Baublitz, second by Andrew to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #45661-45689, Grant Program Check #1203, Water/Sewer Debt Retirement ACH #9A and Payroll Checks #15368-15379, DD1363-DD1368, EFT #929-933 as listed in the Check Register Book. Motion carried.

Correspondence

Mayor Schafer reviewed the received correspondence.

- Meeting Minutes: Wellhead Protection Program

Public Comment

Mayor Schafer asked for public comments.

Jim Wheeler, President Greater Gratiot Development Inc shared that Clerk-Treasurer Fandell had invited him to speak at the Michigan Municipal Treasurers Association Advanced Training Institute on Wind Energy, which he did. He shared that she represents Ithaca extremely well and the members of the Association hold her in high regard. She is known as one of the “go to persons” and the City is fortunate to have her in that position.

Mayor Schafer asked for additional business to come before the City Council. None was offered.

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

The meeting adjourned at 8:10 pm.

Barbara Fandell, City Clerk-Treasurer

**CITY OF ITHACA
CITY COUNCIL MEETING
June 4, 2019
7:00 PM**

The regular meeting of the City of Ithaca City Council, held at 129 W. Emerson Street, Ithaca, Michigan, was called to order by Mayor Schafer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Mayor Schafer gave the invocation.

Present were Mayor Alice Schafer and Councilpersons James Andrew, Brett Baublitz, Scott Gray, James Gruesbeck, Clark Hubbard, Rick Koppleberger and Attorney Jefferson Arnold. Officers and staff present were City Manager Chris A. Yonker, Deputy Clerk Cathy Cameron and Clerk-Treasurer Barb Fandell.

Absent was Student Representative Dallas Conn.

Audience in attendance was Rob & Shelly Boden, Rob & Lexi Endter, Tim Palmer, Bob Garland and Mike MacDonald.

Moved by Gray, second by Baublitz to approve the minutes of the regular meeting held May 21, 2019. Motion carried.

Public Comment

Mayor Schafer asked for public comments.

Tim Palmer informed Council that he may not be able to attend the public hearing on June 18th regarding the vacation of the alley south of his property, so he has come tonight. He stated that this process has taken a long time and would like to have it resolved. Mayor Schafer explained that the delay has been on how to divide the alley property with the north side being platted and the south side being un-platted. Past precedent has been to split an alley and give half to each side of a platted area. Attorney Arnold stated that he would have to look into the legality of giving the entire alley to the north side residents. Mr. Palmer indicated that his preference would be to have the north side residents have the whole alley (because the property owner on un-platted side does not maintain the grass) upon City action to vacate the alley, but would take half.

Committee Reports

None to report.

City Manager's Report

City Manager Yonker provided a written report which updated Council on the North Pine River MDOT road project, Planning Commission meeting, Dust off Car Show, Law Enforcement Services RFP/contract renewal, Streetlight Contract with Consumers Energy, MERS 457 Plan, Library retaining wall progress, EGLE webinar, Rotary activities and Chamber/IPC events.

City Manager Yonker reported that work continues on the North Pine River road project. Installation of new storm water pipes and new catch basins north of Norton Gibbs Drive is almost complete. The project is running about a week behind schedule. One more layer of asphalt will be laid before final completion. The Dust-Off Car Show was successful after a rain delay caused it to be reschedule to this past Sunday. There were some issues with the speaker system but everything worked out in the end. He reported that he spoke with Fire Chief Nelson this afternoon for an update on the UTV financing. Chief Nelson stated that he had not heard back from Lafayette and North Shade Townships regarding their contributions towards the purchase of the new UTV.

Councilperson Gray inquired if pets were allowed at the new apartment development downtown. He is concerned about there being no green space available and owners being responsible to pick up after their pets.

Manager Yonker stated that he would discuss this with the developer at the public hearing next week. Councilperson Gray also inquired on the space available for retail businesses with having a ground floor apartment in these buildings. Deputy Clerk Cameron shared that the plans allow for a total of 1700 square feet of store frontage on Center Street, including both buildings.

Mayor Schafer noted that based on previous discussions and meeting minutes that the City was going to hold off on the purchase of a UTV for the Fire Department until a decision was made on paying for air bottles. City Manager Yonker stated that he did not believe that was the direction, but remembers reporting that we had not received commitment from all of the townships at that time. Mayor Schafer stated that the Committee of the Whole had directed the Manager to obtain quotes from local vendors and bring back to Council and that Chief Nelson had been requested to send emails to the council providing all the information regarding township discussions. Neither directive were followed. Councilperson Gray stated that the UTV had already been purchased with funds from the Townships and was at the Fire Department. Manager Yonker informed the Council that the UTV would be titled to the City and insured by the City.

Moved by Kopplesberger, second by Hubbard to receive the City Manager's report. Motion carried.

New/Old Business

Mayor Schafer introduced the appointments to boards and commissions with terms beginning July 1, 2019. She reported that the Thompson Home Library bylaws states that one member must serve as a representative of the City Council. Councilperson Baublitz asked if she would like to continue serving on the Library Board. She replied she would, but wanted to offer the other Council members an opportunity if they wanted to. Mayor Schafer reported that the City Clerk received letters of interest from the following individuals, Dean Parling for BOR, Kevin Collison for DDA and Alison Jerome for PC. Councilperson Gray asked Rob Endter (who was in the audience) if he was still interested in serving on the Planning Commission. He replied yes. Councilperson Hubbard then inquired if Mr. Endter could just fill out the letter of interest tonight so the council could proceed with appointing him to the board. Mayor Schafer asked Clerk Fandell if that was possible. Clerk Fandell stated that Mr. Endter already sits on the Zoning Board of Appeals and the Board of Review. Mr. Endter was invited to file the letter of interest with Clerk Fandell.

Moved by Andrew, second by Hubbard to approve the appointments of; Alice Schafer to the Library Board for a 5 year term, Dean Parling to the Board of Review, Kevin Collison to the Downtown Development Authority, Alison Jerome to the Planning Commission all for 3 year terms beginning July 1, 2019. Motion carried.

Mayor Schafer introduced Resolution 2019-06 Amending the Water and Sewer Rates. These rates were presented by Clerk -Treasurer Fandell at the council work session.

Moved by Hubbard, second by Gray to adopt Resolution 2019-06 Amending the Water and Sewer Rates. Motion carried by the Roll Call vote:

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

Nos: (0) None

Absent: (0) None

Mayor Schafer introduced Resolution 2019-07 Budget Appropriations 2019-2020 Fiscal Year. The budget was presented by Manager Yonker and Clerk-Treasurer Fandell at the last council meeting.

Moved by Andrew, second by Kopplesberger to adopt Resolution 2019-07 Budget Appropriations 2019-2020 Fiscal Year. Motion carried by the Roll Call vote:

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

Nos: (0) None

Absent: (0) None

Mayor Schafer introduced Resolution 2019-08 Consumers Energy Lighting Contract #100000189702. This is to authorize removal of the high-pressure sodium bulbs.

Moved by Gray, second by Hubbard to approve Resolution 2019-08 Consumers Energy Lighting Contract #100000189702. Motion carried.

Mayor Schafer introduced Resolution 2019-09 Consumers Energy Lighting Contract #103034245425. This is to authorize installation of the new led bulbs.

Moved by Gray, second by Hubbard to approve Resolution 2019-08 Consumers Energy Lighting Contract #103034245425. Motion carried.

Mayor Schafer requested a public hearing be set for Vacation of Alley Between South Elm and South Maple Street for June 18, 2019. Manager Yonker stated that staff recommendation is to vacate the alley giving the entire alley to the platted parcel owners to the North. Clerk-Treasurer Fandell will record and file such transaction with the County and State of Michigan.

Moved by Gray, second by Baublitz to set a public hearing for Vacation of Alley Between South Elm and South Maple for June 18, 2019 at 7pm or soon thereafter as the agenda allows. Motion carried.

Mayor Schafer asked the City Manager for an update on Law Enforcement information request. Councilperson Gray informed Council that he had reached out to the Village of Breckenridge to obtain a current budget for police services there. He feels that the City can no longer support a \$400,000 annual budget for police services in addition to residents already paying extra for road patrol in a tax milage and that more options should be reviewed and discussed. He likes the kind of operation that is run in Breckenridge and feels that Ithaca needs to have a more community orientated policing and all aspects of the budget should be reviewed and have some cutbacks. Councilperson Gray has suggested that the Public Safety Committee meet to discuss options to present back to the Council for consideration. Mayor Schafer stated that Councilperson Gruesbeck, Andrew and Baublitz serve on the Public Safety Committee, asking them to set a date to meet. Decision was made to set the meeting for Wednesday, June 12, 2019 at 3:00pm. Manager Yonker informed Council that there is a June 30th deadline on our current contract with the County Sheriffs Department and that we need to give them notice of any changes or request for an extension as soon as possible. Councilperson Baublitz felt that this discussion and ultimate decision on police services should not be solely made by the Council but with inclusion of the residents that it directly affects. Councilperson Gray is suggesting that the Public Safety Committee come up with a couple options to present at a public forum. Allowing the public to be informed and heard.

Councilperson Baublitz asked Manager Yonker if the ongoing streetlight issue could be fixed before June 18th. Manager Yonker stated that the City can not fix it but would have to have it contracted out. Direction was given to the Manager to have it scheduled to be fixed by June 18, 2019.

Councilperson Koppelerger shared that he had received some complaints about the condition of the cemetery grounds. Manager Yonker explained that the grass had been mowed earlier in the week of Memorial weekend, however with all the rain, it could have been mowed again. More than the grass it was the dandelions that were tall, making the grounds look unkept. He further stated that DPW Director Studt had already spoke with the mowing contractor regarding the issue. Councilperson Koppelerger also stated the vacant field on the west side of the Church of God needed to be addressed under code enforcement. Manager Yonker informed the Council that this was a hay field that gets cut a couple times a year. Councilperson Hubbard inquired on the follow up to the grass mowing policy and zone map for code enforcement that was requested last fall. Manager Yonker stated that he and Dave Nelson have not yet had time to create them.

Claims, Accounts and Payroll

Moved by Andrew, second by Gray to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable

Checks # 45690-45712 and Payroll Checks #15380-15396, DD1369-DD1374, EFT #934-939 as listed in the Check Register Book. Motion carried.

Correspondence

Mayor Schafer noted the received correspondence.

- Planning Commission Minutes
- Municipal Employees Retirement System Future Assumptions Correspondence

Clerk-Treasurer Fandell informed Council that she will be attending a meeting on June 11, 2019 and will provide report to Council.

- Gratiot County Treasurer Library Millage Distribution Correspondence

Clerk-Treasurer Fandell reported that she met with the County Treasurer and they have resolved the distribution error, resulting in the Library receiving over \$12,000 in back money owed. Mayor Schafer thanked Clerk-Treasurer Fandell for her diligence in reviewing the tax distribution reports.

- Gratiot Area Chamber of Commerce: Michigan Road Funding Public Forum Invitation

Public Comment

Mayor Schafer asked for public comments.

Rob Boden addressed the Council regarding the public safety discussion. It is important that when comparisons are made to other police operations that they be based on similar sized cities. There is no comparison between villages and our City serving as the County seat. There is a lot more traffic here with ZFS coming. Mr. Boden mentioned that there is a drain east of his residence without secure lid and is concerned about a catch basin cover as well, requesting that they be looked at by the DPW.

Shelly Boden inquired if Council was considering only having daytime policing. Councilperson Gray stated that they need to review all options. Her concern is not having a quick response when there is an emergency because the department was cut back and residents are waiting for county cars to respond from the township. Mrs. Boden expressed her appreciation for the police department serving us in a 24/7 capacity. Councilperson Andrew stated that he spoke with the Sheriff this week regarding road patrol and relayed that there may be times when there is not a dedicated car in the city limits to quickly respond to emergencies in the evening. Clark Hubbard expressed his concern for getting what we pay for. That community policing is important to the community not just having traffic tickets issued.

Mayor Schafer asked for additional business to come before the City Council. Councilperson Baublitz expressed concern over the City Assessor being named in the paper for having a township assessment role be taken over by the State. That it does not reflect well on her position as an assessor with the City.

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

The meeting adjourned at 8:18 pm.

Cathy Cameron, Deputy Clerk

**CITY OF ITHACA
CITY COUNCIL MEETING
June 18, 2019
7:00 PM**

The regular meeting of the City of Ithaca City Council, held at 129 W. Emerson Street, Ithaca, Michigan, was called to order by Mayor Schafer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Mayor Pro-tem Koppleberger gave the invocation.

Present were Mayor Alice Schafer and Councilpersons Brett Baublitz, Scott Gray, James Gruesbeck, Clark Hubbard and Rick Koppleberger. Officers and staff present were Attorney Jefferson Arnold, City Manager Chris A. Yonker and Clerk-Treasurer Barbara Fandell.

Absent was Councilperson James Andrew and Student Representative Alli Derby.

Audience in attendance was Rob & Lexi Endter, Rob & Shelley Boden, Kirk Smith, Dale Sherman, L. Quinn Lincoln-Keon, Lori Kindel and Dawn Parker.

Moved by Baublitz, second by Koppleberger to excuse Councilperson Andrew who had to travel out of town. Motion carried.

Moved by Koppleberger, second by Gray to approve the minutes of the regular meeting held June 4, 2019. Motion carried.

Public Comment

Mayor Schafer asked for public comments.

L. Quinn Lincoln-Keon from Habitat for Humanity informed the Council that the Rock the Block program last summer was successful. The volunteers were able to build a wheelchair ramp, a porch, put on exterior doors and several homes received new paint. The block really transformed and they had several volunteers. She further shared that HFH is doing a build in Ithaca, which is the first one in Gratiot County in the last six years. The family selected is a family of four and the father is employed by Craig Frames. HFH will begin the outreach for volunteers and the site plans have been submitted for the three bedroom, 1 ½ bath home on Barber Street.

Lori Kindel, representing Emerson Township, informed the Council that Emerson Township will be looking to obtain other Fire and Rescue services for 2020.

Kirk Smith, Gemini Capital Management LLC, introduced himself and shared he was representing his son, Ryan Smith for the Ordinance item on the agenda. Ryan was unable to attend and he would be able to field questions of the Council regarding the project.

Rob Boden, resident 565 Gibbs Drive, addressed the Council and offered appreciation to the DPW crew for checking the drain and fixing it.

Committee Reports

Councilperson Gruesbeck reported the Public Safety Committee met to discuss police services and the current contract with the County. Sheriff Morris and Lt. McCollum were in attendance as was resident Rob Boden. Due to the time constraint of July 1, the Committee is recommending the Mayor meet with the Sheriff and discuss a possible one-year continuation of the contract so that the Committee can spend the appropriate time needed to obtain resident input and work on the service needs.

Mayor Schafer reported the Committee of the Whole met to review and discuss the SAW grant funding options and the current fiscal year budget amendments. The Committee prioritized the funding options and staff is to provide the information to Steve Clark at Rowe PSC for incorporation into the grant. The Committee also recommends approval of the budget amendments.

Department Report

Lt. Roy McCollum provided a written report on the May activity of the Ithaca Unit and an update on the patrol vehicles. The report also noted that Deputy Roderick would be replaced by Deputy Weslock. Deputy Weslock is from Breckenridge and is excited to continue his career in the City. His goal is to be TEAM trained and become the School Resource Officer.

Moved by Baublitz, second by Gray to receive the Ithaca Unit report. Motion carried.

City Manager's Report

City Manager Yonker provided a written report which updated Council on MDOT's Pine River road project, SAW grant, staff updates, liability insurance renewal, State Tax Commission AMAR review, Library retaining wall, new MERS 457 Plan for employees, N. Pine River Street Light installation, webinars attended, Planning Commission and Zoning Board of Appeals meetings, Law Enforcement Services, DDA meeting, Chamber events and IPC status.

Manager Yonker reported MDOT was finishing raising the metal the day prior and will lay the final pavement this week from Barber going North with the pavement markings to follow in the first part of July. He reported the Library back wall was finished and signage has been ordered to better direct patrons to the Library or the Community Room. Manager Yonker addressed the Memo from Chief Nelson regarding the UTV. In his discussion with him, there were originally four townships committed to the purchase and now there are only two contributing. Manager Yonker stated he recommends that the City contribute to the purchase of the unit. Discussion has ensued that the Townships are dissatisfied with the timeliness of the City, but also acknowledge that it was not handled through the normal process. Manager Yonker recommended payment of \$4,588 which is the cities portion based on the current formula for the units. The Council discussed the financing and how the purchase was mishandled. Treasurer Fandell inquired as to how the portions of the non-participating units would be covered. Manager Yonker stated that Emerson and North Star Townships would be paying those shares.

Moved by Baublitz, second by Gray to authorize up to \$4,600.00 for payment share of the Fire UTV to be paid to Lakeside Motor Sports with funds being authorized from the Caldwell Fund for the purchase and further authorize the Treasurer to amend the current year budget. Motion carried.

Mayor Schafer noted the sewer line cleaning has not been timely for the SAW grant but hopes that now that it is being completed, it might solve some of the problems and issues residents are having with storm water.

Moved by Gray, second by Hubbard to receive the City Manager's report. Motion carried.

Public Hearing -Budget

Mayor Schafer noted it was time for the public hearing.

Moved by Koppleberger, second by Gray to enter into the public hearing to take comment on the vacating of the alley between S. Maple Street and the Railroad Property on S. Elm. Motion carried.

Mayor Schafer opened the public hearing at 7:23pm.

City Manager Yonker described the alley location for the public. He explained that the City was looking to vacate the public's use of that alley and terminate the use of the alley. As previously explained by Rowe PSC, the land was originally provided from the property owners within the plat to create the alley. The City plans to vacate this land and thus it should go back to the lot owners for platted Lots 7 through 12 of the WT Naldrett's Addition. They can then use it for private use; however, the City will maintain an easement for public utility purposes.

Councilperson Koppleberger inquired that if vacated, would the property owners own it. Manager Yonker stated the property description would contain that a portion of the vacated alley was included, but it would not be deeded as the City does not have the right to deed it. The only way to give full title to them would be to go through the circuit court process. The property owners, as owners of the plat, could take it to the Circuit Court and refile the plat.

Mayor Schafer asked for additional questions, comments and/or considerations. None were offered.

Moved by Koppleberger, second by Baublitz to close the public hearing. Motion carried.

Mayor Schafer closed the public hearing at 7:30pm.

Moved by Gray, second by Koppleberger to adopt Resolution 2019-10 Vacating the Alley in W. T. Naldrett's Addition. Motion carried by Majority with no objection by Roll Call vote:

Ayes: (6) Gray, Gruesbeck, Hubbard, Koppleberger, Baublitz, Schafer

Nos: (0) None

Absent: (1) Andrew

New Business

City Manager Yonker presented a property agreement for non-exclusive ingress/egress easement between the City and Triple E. Management LLC for the property at the end of Dilts Road. He stated it is the Right of Way of the property and is a gravel drive at the end of the road. Ellen's Equipment asked to purchase the land and this easement takes that portion of the sixty foot right of way. The City currently has water and sanitary sewer mains in that area. The easement will give them the right and use of the land and is non-exclusive to Triple E. Management LLC. The City can still improve or construct in the future and allow its use to others.

Moved by Koppleberger, second by Gray to approve the Property Agreement for the Non-Exclusive Ingress and Egress Easement between the City of Ithaca and Triple E. Management LLC. Motion carried by Roll Call vote:

Ayes: (6) Gruesbeck, Hubbard, Koppleberger, Baublitz, Gray, Schafer

Nos: (0) None

Absent: (1) Andrew

Clerk-Treasurer Fandell presented the 2018-2019 Fiscal Year Budget Amendments as recommended for approval by the Committee of the Whole.

Moved by Gray, second by Clark to adopt the Budget Amendments as presented by the City Treasurer for Fiscal Year 2018-2019. Motion carried.

City Manager Yonker presented Ordinance 2019-03 for consideration. He explained the Ordinance if adopted would amend Chapter 40 of the Zoning Code for the C-1 Central Business District. The Planning Commission held a public hearing as required and has forwarded it to the City Council with its recommendation to adopt. The amendment sets the ability to use the ground floor buildings in the district for residential purposes. A portion of the ground floor is permitted under a Special Use Permit if it meets all of the criteria set in the ordinance. It sets limits on the square footage allowed to 60% in the rear of the building. The residential is restricted to the rear of the building and the existing business must with reasonable effort, maintain and keep the rear entrances of the building to access the front commercial space/business.

Councilperson Gray inquired how truck deliveries would be handled since the current ordinance prohibits trucks on Center Street. Kirk Smith asked to be addressed. Mayor Schafer granted. Mr. Smith shared that he is the Chair of the Planning Commission in Breckenridge and they had the same situation. The resolution there is the semi's park on the side streets and dollie supplies to those businesses. It took some education, but it is working there fine. Mr. Smith added that as the developers and property owners, they would assume the responsibility and could even make it a condition of the lease. They also will make every attempt to accommodate a rear egress to the commercial portion of the building on the ground floor. Manager Yonker added that each building owner would apply for its own Special Use Permit.

Councilperson Hubbard commented that there are only a few locations that are affected, but the City is getting the second stories of the buildings filled and bringing new life to the downtown. He added that by allowing the residential on the ground floor, it offers ADA and Barrier-Free options for individuals with disabilities to live in the downtown and have the same opportunities as first floor residential rentals. Mr. Smith added that they are receiving calls and have rental waiting lists for ground floor rentals. They are doing their best to achieve the barrier free and they are even installing an elevator in one of the buildings.

City Manager Yonker presented the Ordinance and asked for consideration to declare it an emergency so as not to delay the project development. Councilperson Hubbard inquired as to who dictates if an Ordinance is an emergency vs an urgency. Manager Yonker stated the Planning Commission and the City Council can. Council discussed the emergency status/nature of the ordinance.

Moved by Hubbard, second by Gray to declare Ordinance Amendment 2019-03 emergency in nature. Motion carried by five members by Roll Call vote:

Ayes: (5) Gruesbeck, Hubbard, Koppleberger, Gray, Schafer

Nos: (1) Baublitz

Absent: (1) Andrew

Moved by Gray, second by Hubbard to adopt Ordinance 2019-03 Amending Chapter 40 Zoning, Article 12: C-1 central Business District and Article 22: Site Development Requirements of the City Code of Ordinances as declared as Emergency. Motion carried by Roll Call vote:

Ayes: (6) Hubbard, Koppleberger, Baublitz, Gray, Gruesbeck, Schafer

Nos: (0) None

Absent: (1) Andrew

Mayor Schafer stated that a tree fell on her neighbor's house and it has yet to be repaired. She inquired if there was a time limit for a property owner to fix their home after a storm event. Manager Yonker will have Dave or Edie look into it.

Old Business

Mayor Schafer presented Robert Endter's application for appointment to the Planning Commission to the Council for consideration.

City Manager Yonker found an AG Opinion from 2016 that addressed the issue of conflict of interest for a person to serve on the Planning Commission/Zoning and Board of Review. The opinion found no conflict in the Planning and Zoning Enabling Act or the Incompatible Office Act for an individual to hold both positions.

Moved by Hubbard, second by Baublitz to appoint Robert Endter to the Planning Commission for a three-year term ending June 30, 2022. Motion carried.

Mayor Schafer noted there were still positions that needed to be filled on the DDA and Zoning Board of Appeals.

Claims, Accounts and Payroll

Moved by Gray, second by Koppberger to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #45714-45746, and Payroll Checks #15397-15411, DD1375-DD1380, EFT #940-943 as listed in the Check Register Book. Motion carried.

Correspondence

There was no correspondence.

Public Comment

Mayor Schafer asked for public comments.

Rob Boden inquired what the time frame would be for the meeting regarding the police services. Mayor Schafer stated as soon as possible in order to meet the July 1, 2019 deadline.

Kirk Smith thanked the City Council for its help and thanked them for their service to the public.

Mayor Schafer asked for additional business to come before the City Council. None was offered.

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

The meeting adjourned at 8:07 pm.

Barbara Fandell, City Clerk-Treasurer

**CITY OF ITHACA
CITY COUNCIL MEETING**

July 2, 2019

7:00 PM

The regular meeting of the City of Ithaca City Council, held at 129 W. Emerson Street, Ithaca, Michigan, was called to order by Mayor Schafer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Mayor Schafer gave the invocation.

Present were Mayor Alice Schafer and Councilpersons James Andrew, Brett Baublitz, Scott Gray, James Gruesbeck, Rick Koppleberger and Attorney Jefferson Arnold. Officers and staff present were City Manager Chris A. Yonker and Clerk-Treasurer Barb Fandell.

Absent was Councilperson Clark Hubbard, Attorney Jefferson Arnold and Student Representative Dallas Conn.

Audience in attendance was Joe Barden, Rob & Lexi Endter, Cindy Taylor, Dr. Wilbur Rykert, George Bailey and Mike MacDonald.

Moved by Koppleberger, second by Baublitz to approve the minutes of the regular meeting held June 18, 2019. Motion carried.

Moved by Gray, second by Andrew to excuse Councilperson Hubbard who was unable to attend due to personal reasons. Motion carried.

Public Comment

Mayor Schafer asked for public comments.

Joe Barden, Barden Funeral Homes, addressed the Council sharing appreciation for the sidewalk upgrades and especially for the new construction on both sides of East Center Street. He addressed the issue of Friday cemetery burials during the months when the DPW work four days and not five making Fridays “weekend” burials for cost. He shared concerns that this was not fair to the residents and when it initially began, it was discussed that the DPW workers would shift hours so that Friday burials remained at the normal rate. He asked if the shifts could be looked at for some of them to work Monday-Thursday and others Tuesday-Friday or alternative ways to accomplish the coverage. He asked when Fridays became “weekend” on a permanent basis and if Council approved it, and if so, how could it be changed. Mayor Schafer explained it changed when the shift hours became a permanent part of the union contract, but offered for the committee to review the issue further.

Committee Reports

Mayor Schafer reported the Equipment Committee reviewed the proposals for a new pickup truck for the water department. Staff provided information for two Ford F-150’s and a Dodge Ram 1500. The Committee recommends the purchase of the Ford F-150 from Alma Ford Lincoln which is within the approved budget for 2018-2019.

Moved by Gray, second by Baublitz to allow the purchase of the 2019 Ford F-150 pickup truck from Alma Ford Lincoln in the amount of \$31,918. Motion carried.

Mayor Schafer reported as a follow up to the Public Safety Committee, she and Councilperson Gruesbeck met with Sheriff Morris and Lt. McCollum as requested. Notice was sent to the Sheriff of the City’s intent to extend the contract until March of 2021 which will allow the committee more time to take community input. The City Manager and the Sheriff are to draw up the contract extension and bring back to the full Council for approval.

City Manager’s Report

City Manager Yonker provided a written report which updated Council on the North Pine River MDOT road project, Planning Commission and Zoning Board of Appeals activities, RRC/CAT Team Member meeting, PFAS Response work, Law Enforcement Services, MERS pension, SAW grant, Rotary activities and Chamber/IPC events.

City Manager Yonker reported that Triple E Management has signed the easement but had a couple of questions regarding the purchase agreement for the property. Those questions will be addressed when he is able to meet with Attorney Arnold. He further reported that response documents had been sent to EGLE, but the files are too large for the secured servers so he will resend as soon as possible. Manager Yonker requested approval for the replacement of panels to the North Industrial Park sign. The new businesses and those with new names will pay for their panels, however the new blank panels are a cost to the City. There are five new business names and three blank panels going in. Each business will pay the cost for their panel in the amount of \$801.00 and the cost to the City will be \$1644.00 if approved.

Moved by Andrew, second by Gray to approve the replacement of the sign panels at a cost of \$1,644.00 and amend the budget for the project. Motion carried.

Moved by Gray, second by Koppleberger to receive the City Manager's report. Motion carried.

New Business

Mayor Schafer presented the MML Board of Trustee candidates for selection. City Manager Yonker shared information on the candidates.

Moved by Gray, second by Baublitz to cast the City's vote for the three candidates as presented and have the Clerk submit. Motion carried.

Clerk-Fandell stated she received an OPRA application from Gemini Capital Management VIII, LLC for OPRA District #4 at 105-115 E Center Street and asked for a public hearing to be set.

Moved by Koppleberger, second by Gray to set a public hearing to take comment on the OPRA Application as submitted by Gemini Capital Management VIII, LLC for 105-115 E. Center Street for Tuesday, July 16, 2019 for 7:00pm or as soon thereafter as the agenda allows. Motion carried.

Mayor Schafer introduced a request for gaming license as submitted by Cindy Taylor of Day Dreams, Inc who wish to have a raffle to buy a retired transit bus from the City of Alma for their client's use. She shared some information about the organization. Ms. Taylor shared that Day Dreams will be renting space in the downtown for its new resale shop and offered more information on the organization's purpose and future plans.

Moved by Gray, second by Koppleberger to adopt Resolution 2019-11 Local Government Approval for Charitable Gaming License for Day Dreams Inc. Motion carried by the Roll Call vote:

Ayes: (5) Gruesbeck, Koppleberger, Andrew, Gray, Schafer

Nos: (0) None

Absent: (1) Hubbard

Abstain: (1) Baublitz

Clerk Fandell informed the Council that a request had been received by the granddaughter of some deceased that she would like to add the family name to the headstone of her grandparents so that she and her parents could be placed beside them and have pillow stones for their markers. The monument company discourages this, however leaves the permissions up to the individual cemeteries. Staff has performed research with other cemeteries, within Michigan law and discussed with our previous sexton. Mr. DeVuyst shared that years ago there was a similar issue, and the City was named in a law suit but eventually dismissed from it. The information staff has found is that the only ones that can legally touch a grave marker is the lot owner, legal heir or cemetery owner. Clerk Fandell shared that she had spoken with Attorney Arnold and he would like some time to research it. Staff is recommending receiving a formal legal opinion from him so we remain consistent with our response now and in the future. Consensus for Attorney Arnold to review and provide legal opinion to the staff.

Councilperson Baublitz shared that he had a conversation with Ms. Kindle from Emerson Township regarding her comments at the last meeting. She shared with him that they would like for the City Council to come to a township meeting once in a while. Councilperson Gray shared that he also had a call regarding that point and suggested that they could attend a City meeting also. Commissioner Bailey suggested more communication between the City Manager and Township Supervisors. Councilperson Baublitz agreed and shared that we need to have better and more open communication with our municipal partners.

Clerk-Treasurer Fandell requested permission to write off a bad debt from an old horse barn rental from 2014 to John Shawver of Illinois. Attempts to collect and block Mr. Shawver through the State Harness Racing for non-payment have been unsuccessful. Mail is being returned as undeliverable and the next recourse is to hire an attorney to seek collection. The amount due is \$2,350.48 of which \$770.00 is penalty. Councilperson Koppleberger suggested it would cost the City more in attorney fees than the bill.

Moved by Andrew, second by Baublitz for the Clerk-Treasurer to write off the bad debt of John Shawver in the amount of \$2,350.48 as of June 30, 2019. Motion carried.

Mayor Schafer said she and Councilperson Baublitz attended the ground breaking ceremony for the Habitat for Humanity home. Sheriff Morris also had the City officers in attendance. The ceremony was nice and the family is excited. They will each have to work 250 hours and the City Council will probably be asked to volunteer one day. This is a great project for the community.

Councilperson Andrew informed members that he would be absent from the next meeting but will have the ability to call in if needed. He will be out of town on family business.

Old Business

Mayor Schafer asked for an update on the sidewalk repair status and contract work for this year's Zone. They do not want a late start this year. Manager Yonker stated he talked with Bob Studt last week and he needed to get the crew out to mark those for repair.

Councilperson Baublitz asked for an update on the N. Pine River Street light. Manager Yonker stated that as of last Thursday, the MDOT permit application had been submitted and once approved the installation can be done.

Claims, Accounts and Payroll

Moved by Gray, second by Baublitz to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #45747-45783 and Payroll Checks #15412-15437, DD1381-DD1391, EFT #944-953 as listed in the Check Register Book. Motion carried.

Correspondence

Mayor Schafer noted the received correspondence.

- SAW Grant Meeting Minutes
- Gratiot Chamber of Commerce – Agri Fit Challenge Sponsorship letter
- MML Membership Renewal Letter

Mayor Schafer inquired on the progress of the SAW grant cleaning. Manager Yonker said that Red Zone was in town working on the list and the DPW had cleaned all that they could.

Clerk-Treasurer Fandell shared that she had made a request to the Chamber Director for the Agri-Fit Challenge committee to consider recognizing the City as a Square Bale or Tractor Tire level sponsor in return for the reduced park fees given for the event. Director Kelly agreed and thought even a Round Bale sponsorship was in order. He will present it to the Committee for its consideration.

Public Comment

Mayor Schafer asked for public comments.

Commissioner George Bailey updated the Council on the Gratiot County Airport Authority request for additional funding assistance. The County has agreed to do a study and has enlisted Pro Nexus to audit the airport and make recommendations for funding, management and processes. This will take some time. He also informed Council that the employees in the Passenger Building have been temporarily relocated into the courthouse because of a mold issue with the building. It has been rectified and repairs are currently being done. The employees will return to the offices once complete.

Mayor Schafer asked for additional business to come before the City Council. None was offered.

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

The meeting adjourned at 7:55 pm.

Barbara Fandell, City Clerk-Treasurer

CITY OF ITHACA
CITY COUNCIL MEETING
July 16, 2019
7:00 PM

The regular meeting of the City of Ithaca City Council, held at 129 W. Emerson Street, Ithaca, Michigan, was called to order by Mayor Schafer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Mayor Pro-tem Koppleberger gave the invocation.

Present were Mayor Alice Schafer and Councilpersons Brett Baublitz, Scott Gray, James Gruesbeck, Clark Hubbard, Rick Koppleberger and Student Representatives Dallas Conn and Alli Derby. Officers and staff present were Attorney Jefferson Arnold, City Manager Chris A. Yonker, Clerk-Treasurer Barbara Fandell, Fire Chief Dave Nelson and Lt. Roy McCollum.

Absent was Councilperson James Andrew.

Audience in attendance was Rob & Lexi Endter, Mandy Symonds, Ryan Smith, George Bailey, Aaron Wendzel and Aaron Dettloff and Sue Dougherty.

Moved by Gray, second by Baublitz to approve the minutes of the regular meeting held July 2, 2019. Motion carried.

Public Comment

Mayor Schafer asked for public comments.

Aaron Dettloff of Pompeii stated he was representing some community members to hold a downtown event consisting of dinner and amusement rides. Mandy Symonds, 115 S. Jeffery, shared that the event would model a "Farm to Table" and would use the first block of the downtown for the dinner. It would be a simple event lasting four hours. The plan is a community potluck and hot dogs would be served. The Health Department would not be required per their research. They would have people bring table service and a dish to pass. The school has agreed to donate the tables and chairs, they have a certified Food Safety person willing to volunteer for the event. The request is to allow the event and close the downtown for the four hours on August 24, 2019. Mr. Dettloff added that there would be five amusement rides and a couple of games.

City Manager Yonker shared that the Health Department may need to be involved and inquired if they had arrangements for trash, and acknowledged that closing the streets off can be done but suggested they consider a smaller event so that all of the business traffic is not affected. Ms. Symonds shared that the idea is to run the full length of the downtown and is to bring the community together in lieu of the absence of Fun Fest. City Manager Yonker suggested they contact the IPC and bring back the request.

Committee Reports

Student Representative Alli Derby reported that the school has an opening for a FFA Advisor and the FFA has two feeder calves and ten sheep going to the Gratiot County Fair for Youth, and she personally has a steer. Dallas Conn reported that the Class for Kids program will run again this year and are currently looking for volunteers.

Mayor Schafer reported the Committee of the Whole met to discuss Code issues for blight mowing of fields and the state of the Industrial Park. The Committee directed Code Officer Nelson and Manager Yonker to meet with Trinity to discuss the outside code issues and with Mr. McDonald's tenant regarding storage issues. Jim Wheeler of GGDI agreed to attend also. The Committee is recommending staff prepare a change to the tall grass ordinance and bring back for ordinance amendment.

Department Report

Fire Chief Dave Nelson reported on the quarterly activity of the Fire Department and Code Enforcement. He has received more information on the training standard changes. The State of Michigan is following the national format and setting up new regulations which should be released by October 1, 2019. Once released, officers will be required to have additional training within three to five years. He further reported the Rescue is down to three responders that can run on daytime calls due to work restrictions. He will get back with the City Council of a plan for coverage. He reported he is working too many hours to maintain both programs and cannot continue on this way.

Lt. Roy McCollum provided a written report on the June activity of the Ithaca Unit and an update on the patrol vehicles. He verbally reviewed the quarterly statistics of the department. A brief synopsis shows that the officers are taking a call for service of one for every five hours and writing a ticket of one for every seven hours, of which most are fix-it tickets. He reported there are auto larcenies happening throughout the county and within the cities with the exception of Ithaca. Feel it is not happening here because of the constant police presence. Councilperson Gray commented that the school staff is pleased with the school officer. Lt McCollum also reported that the police academy went very well and that Officer Litwiller has been transitioned to the County patrol and Officer Sewell is back in the City. He also had the night officer perform a street light

inventory and all information was given to Bob Studt. Mayor Schafer stated the City Council just wants to have consistency among the officers.

Moved by Hubbard, second by Gray to receive the Ithaca Unit report. Motion carried.

Moved by Gray, second by Koppleberger to receive the Fire Department and Code Officer reports. Motion carried.

City Manager's Report

City Manager Yonker provided a written report which updated Council on MDOT's Pine River road project, sidewalk program, OPRA public hearing, PFAS response work, refuse/recycling updates, RFP for surveying Newark street, MABAS agreement, SAW grant, Rotary, DDA meeting, Chamber events and IPC status.

Manager Yonker reported that the website Refuse and Recycling page had been updated and the Recycle Coach app information is included; ZFS has started to use water and sewer services and was informed today that Meadow Lane's 6-inch meter has died and the new one will be purchased at a cost of \$5,200. The park will receive an estimated bill for this quarter and the next as the new meter is installed. He informed Council that Bob continues to check on the MDOT permit for the new street light pole installation on N. Pine River. Manager Yonker informed Council that the company that does the manhole lining for the City was unable to come in June, so staff would like approval to move last year's budgeted amount to the new fiscal year and do both when the company arrives later this month. Last year's allocation was \$15,000.

Moved by Koppleberger, second by Baublitz to approve the allocation of \$15,000 for manhole lining and amend the current year budget, allowing the total project cost of \$35,000. Motion carried.

Manager Yonker presented the request from Seifert Concrete to adjust the agreed contract price for the Sidewalk project by \$0.25/ square foot due to the increased cost of concrete. The City accepted and awarded a two-year bid proposal last year for \$4.50/square foot for 4-inch and \$5.00/square foot for 6-inch. The increase would still hold a price below the initial bids from last year. Councilperson Baublitz asked what the total cost of the increase would be. Manager Yonker did not have that figure, but shared that the total Zone cost would be \$57,874 with the increase, but that does not include some replacement sections on Union Street. The total millage collected will be approximately \$62,000. He does not want to put money into those sections because we are looking at a reconstruction next year. Manager Yonker further discussed work on Newark and the 600 Block of Arcada at a cost of \$11,922. DPW Director Studt would recommend the Newark Street repair. He requests the Council approve the increase and additional work. The additional funds could be taken from the next year's millage or fund balance. Clerk-Treasurer Fandell clarified that the millage funds have been fully expended and there would not be enough to cover the overage already spent the past three years, plus this year, funds would have to come from fund balance in the street funds.

Moved by Baublitz, second by Hubbard to allow an increase in the previously awarded contract price of \$0.25/square foot to \$4.75/square foot for 4-inch concrete and \$5.25/square foot for 6-inch concrete and approve to repair both additional sections on Newark Street and Arcada Street with funds coming from fund balance. Motion carried.

Moved by Gray, second by Hubbard to receive the City Manager's report. Motion carried.

Public Hearing -OPRA #4

Mayor Schafer noted it was time for the public hearing.

Moved by Gray, second by Hubbard to enter into the public hearing to take comment on the OPRA application for OPRA District #4 as submitted by Gemini Capital Management VIII, LLC. Motion carried.

Mayor Schafer opened the public hearing at 7:50pm.

Clerk Fandell reviewed the application with the Council and the approval follows the previous OPRA awarded for the full twelve years but as a six-year approval with a conditional six years upon satisfying the conditions as listed for projected funds spent, residential and commercial occupancy. Mr. Ryan Smith asked for some clarification on the conditions as occupancy rates could fluctuate, for example a renter of four years could move out during the conditional submission period. It was explained and agreed that the future City Council would have the ability modify the conditions should something like that occur, however if the conditions were met, a letter stating so would be submitted to the City Clerk, verified and the abatement would continue for the additional six years. No additional hearings or applications would be required as all are stated in the approving resolution.

Mayor Schafer asked for additional questions, comments and/or considerations. None were offered.

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

Mayor Schafer closed the public hearing at 8:06pm.

Moved by Hubbard, second by Gray to adopt Resolution 2019-12 Approving OPRA Application for Property Located at 105, 107 and 115 E. Center Street. Motion carried by Roll Call vote:

Ayes: (6) Baublitz, Gray, Gruesbeck, Hubbard, Koppleberger, Schafer

Nos: (0) None
Absent: (1) Andrew

New Business

Chief Nelson presented the Mutual Aid Box Alarm System Agreement for consideration. This is a mutual aid program that allows urban rescue teams come to rural areas to assist with high angle rescues and fires. It allows for ladder trucks to help with grain elevators, higher apartment buildings, etc. The first eight hours of service are free and then the group will bill for time after that. The City would need to put a Cost and Recovery Ordinance in place so that the cost could be charged to the appropriate party or insurance company. The MABAS agreement would give the department access to all equipment for these types of fire and rescue efforts. If they call our department for mutual aid, we may send an engine or manpower, but it can be a combination of the entire division. Chief Nelson stated it takes four departments to make a division and the four will consist of Ithaca, Alma, St. Louis and Breckenridge/Wheeler.

Moved by Gray, second by Baublitz to enter into a Mutual Aid Box Alarm System Agreement and authorize the City Manager to sign. Motion carried.

Mayor Schafer caused for action on delegate appointments to the MERS Annual meeting and MML Annual Convention.

Moved by Brett, second by Hubbard to appoint Barb Fandell as the Officer Delegate and Bob Studt as the Officer Alternate to the MERS Annual Meeting for 2019. Motion carried.

Moved by Gray, second by Baublitz to appoint Clark Hubbard as the City's Delegate to the Michigan Municipal League Convention and Annual Meeting. Motion carried.

City Manager Yonker presented a proposal for engineering and surveying service for Newark Street. Manager Yonker stated it was driven by the paving and revamp of the downtown parking lot and alley behind the library. This is the last downtown section to be completed. He requested the proposal to get the field work and design so that the elevations match from the sidewalk to the parking lot when complete. Aaron Wendzel, Rowe PSC, shared the project would cover Newark Street from Maple to Pine River. The plans cover the curb and gutter, and redesign for drainage. The proposal is for the plan design and would then be given to the contractor when the City moves forward with construction.

Councilperson Koppleberger asked if it was a budgeted item. Manager Yonker stated it was not. Councilperson Hubbard inquired if there was a push to do this area and Manager Yonker said it is part of the long-term planning for a streetscape, but the cost would come from the Major Street fund balance.

Moved by Gray, second by Koppleberger to approve the proposal for Engineering/Surveying Services for Newark Street Sidewalk from Rowe PSC at a cost of \$11,900, amend the budget as required and authorize the City Manager to sign. Motion carried.

Councilperson Koppleberger requested a meeting of the Committee of the Whole to conduct the City Manager's evaluation and a closed session to review the City Manager's contract. Mayor Schafer scheduled it for August 6, 2019 at 5:30pm.

Old Business

Mayor Schafer was approached by Tim Palmer who requested the City do a Proclamation for Mike Kench for the PBA accomplishment from 1996. Discussion held consensus to deny the request.

Claims, Accounts and Payroll

Moved by Baublitz, second by Gray to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #45785-45830, and Payroll Checks #15438-15452, DD1392-DD1396, EFT #954-958 as listed in the Check Register Book. Motion carried.

Correspondence

- Meeting Minutes – SAW Grant, Planning Commission, Zoning Board of Appeals

Public Comment

Mayor Schafer asked for public comments.

Commissioner George Bailey shared that the Sheriff announced the Under Sheriff to be Steve Sopocy today.

Mayor Schafer asked for additional business to come before the City Council. None was offered.

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

The meeting adjourned at 8:30 pm.

Barbara Fandell, City Clerk-Treasurer

City Council Minutes

**CITY OF ITHACA
CITY COUNCIL MEETING
August 6, 2019
7:00 PM**

The regular meeting of the City of Ithaca City Council, held at 129 W. Emerson Street, Ithaca, Michigan, was called to order by Mayor Schafer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Mayor Schafer gave the invocation.

Present were Mayor Alice Schafer and Councilpersons James Andrew, Brett Baublitz, Scott Gray, James Gruesbeck, Rick Koppleberger and Attorney Jefferson Arnold. Officers and staff present were City Manager Chris A. Yonker and Clerk-Treasurer Barb Fandell.

Absent was Councilperson Clark Hubbard (participated via FaceTime).

Audience in attendance was Rob & Lexi Endter, Brendan Kelley, Dave Nelson and Emma Selmon.

Mayor Schafer added agenda items 9H: Letter of Resignation and 10B: Cemetery Fee: Joe Barden Request.

Moved by Koppleberger, second by Gray to approve the amended agenda. Motion carried.

Moved by Baublitz, second by Koppleberger to approve the minutes of the regular meeting held July 16, 2019. Motion carried.

Public Comment

Mayor Schafer asked for public comments. None were offered.

Committee Reports

Mayor Schafer reported the Committee of the Whole met to review the City Manager contract and perform his evaluation. In light of City Manager Yonker's resignation and notice of retirement, the evaluation with him was foregone and will be placed on file. The Committee is recommending acceptance of the resignation with a last day of work to be September 6, 2019. The Committee further discussed fulfilling the position and will meet again to review the advertisement prior to placing it. Finally, the Committee discussed Friday burial fees during the time period when DPW is on four 10-hour shifts. The current fees adopted place Friday burials at the overtime rate for the entire day in lieu of the after 2:00pm time. The Committee recommends that the fees on Friday remain the same as the week despite the DPW schedule and not to charge the additional fee for the burial as requested by Mr. Barden.

Moved by Gruesbeck, second by Gray to charge the normal burial fees for the Monday-Friday rates as adopted and not to vary the Friday fee despite the DPW working schedule. Motion carried.

Moved by Gray, second by Andrew to accept the committee report. Motion carried.

Department Reports

A report was submitted by the Gratiot County Permits Department which listed the building permits issued from January 1, 2019 through July 12, 2019.

Moved by Baublitz, second by Koppleberger to receive the Permit's report. Motion carried.

City Manager's Report

City Manager Yonker provided a written report which updated Council on the North Pine River MDOT road project, Sidewalk Replacement program, downtown apartments/OPRA application, Newark Street surveying work, ECode 360 update, Industrial Park Code issues, property redevelopment inquiry, maintenance repairs to the Dog Park, Jarred Waldron water and wastewater lagoon operator licensing, Trackless Equipment purchase approval, City entry signage beautification, County Manager's meeting, Wellhead Protection Advisory Committee meeting, Regional Redevelopment Ready Community program workshop, Local Agency Pavement Warranty program, Fiberoptic installation down public alley to Mercantile Bank, AT&T antennae Upgrades, Michigan Green Communities Challenge submission, Lead & Copper Challenge Court ruling, Planning Commission and Zoning Board of Appeals activities, PFAS Response work, Rotary activities and Chamber/IPC events. He had no additional information to report.

Moved by Gray, second by Baublitz to receive the City Manager's report. Motion carried.

New Business

Mayor Schafer invited Ryan Mills to speak to his request for a street closure for the September 14, 2019 Block Party. Mr. Mills stated the event is to raise money for the IPC and is being held as part of the Community Day in lieu of Fun Fest. It will be the same as last year but there are additional volunteers involved to keep activity going while IPC is reconstructing. He is working with Chamber Director Brendan Kelley and will utilize the Four 7's liquor license for the event.

Moved by Gray, second by Koppleberger to close the S. Pine River from Center Street to Newark Street including the Farmer's Market parking lot for the use of the Ithaca Promotional Committee and Four 7 Block Party on September 14, 2019 pending the appropriate insurance and liquor licensure is received. Motion carried.

City Manager Yonker presented Resolution 2019-13 Approving the City's participation in MABAS. Chief Nelson explained that the resolution should have been used for adoption of the program at the last meeting and is required for participation.

Moved by Andrew, second by Gray to adopt Resolution 2019-13 Approval of City of Ithaca Fire Department Participation in Gratiot County Mutual Aid Box Alarm System Division. Motion carried.

City Manager Yonker presented Resolutions 2019-14 and 2019-15 and explained that if adopted, the City would have a Local Agency Pavement Warranty Program when bidding out street projects. Any project over \$2M would require the warranty and those under would be at the City's discretion. The State of Michigan has put together a standard program that the City would have access to. Discussion on what the warranty would cover and the cost. Manager Yonker shared that there was no set cost but it would be included with the contractor's bid and would probably run 15-18%. Some contractors will more than likely take out a bond for the project. If the City chooses not to act on the program by September 18, 2019, then MDOT will withhold our ACT 51 funding until it does.

Moved by Baublitz, second by Andrew to adopt Resolution 2019-14 Adoption of Local Agency Pavement Warranty Program. Motion carried by Roll Call vote:

Ayes: (6) Baublitz, Gray, Gruesbeck, Koppleberger, Andrew, Schafer

Nays: (0) None

Absent: (1) Hubbard

Abstain: (0) None

Moved by Baublitz, second by Koppleberger to adopt Resolution 2019-15 Implementation of Local Agency Pavement Warranty Program. Motion carried by Roll Call vote:

Ayes: (6) Gray, Gruesbeck, Koppleberger, Andrew, Baublitz, Schafer

Nays: (0) None

Absent: (1) Hubbard

Abstain: (0) None

Mayor Schafer presented Resolution 2019-16 which if approved would allow the Gratiot County Historical and Genealogy Society the approval needed to apply for a raffle license.

Moved by Gray, second by Koppleberger to adopt Resolution 2019-16 Local Government Approval for Charitable Gaming License for Gratiot County Historical and Genealogy Society. Motion carried by Roll Call vote:

Ayes: (5) Gruesbeck, Koppleberger, Andrew, Baublitz, Gray, Schafer

Nos: (0) None

Absent: (1) Hubbard

Abstain: (0) None

City Manager Yonker asked for approval to purchase a Trackless and V-Plow attachment. The quote is for the Trackless model because we have several attachments that could continued to be used with the new equipment. The quote was received through Bell Equipment and the MiDeal program pricing and would be \$132,657 in total with the vehicle being \$125,782 and the 5-position V-Plow at \$6,875.

Moved by Gray, second by Baublitz to purchase a Trackless and V-Plow from Bell Equipment for a cost of \$132,657 and to authorize the sale of the old equipment with a target sale price of \$8,000. Motion carried.

Mayor Schafer asked for interested members for the appointment to the Greater Gratiot Development Inc Board of Directors. The GGDI has opened an additional seat for each municipality. Currently the City appoints the City Manager by position and now must select another. Councilperson Hubbard is interested but needs to check his schedule to see if he could make the set meeting dates/time. The Council postponed the appointment until the next meeting.

Moved by Andrew, second by Baublitz to accept Chris Yonker's resignation as City Manager and retirement effective September 6, 2019. Motion carried. The City Council wished him well in his retirement.

Old Business

Mayor Schafer informed the Council that she followed up with Mr. Kench regarding the decision not to do the Proclamation and suggested that PINS might submit to the PBA on his behalf.

Mayor Schafer asked if the SAW Grant was back on track. Manager Yonker stated it was and there were only a few lines and manholes left. He commended Brandon Smith for his performance with this project.

Mayor Schafer reviewed the open Board positions with the Council and encouraged them to help seek volunteers for the open positions.

Moved by Gray, second by Andrew to charge Barden Funeral Home the normal “before 2:00pm” fee for the Friday burial and if paid to approve the Treasurer to refund the fee and to refund any other Friday burial fees that were charged the higher rate, if before the 2:00pm time since May 6, 2019. Motion carried.

Councilperson Baublitz inquired of the N. Pine River street light installation. Manager Yonker stated we were still waiting on the MDOT permit. Clerk-Treasurer Fandell informed that the cost for the light is more than the original anticipated cost. The Council approved using approximately \$5,000 from the insurance to place the light there and not on West Center Street; since there was no light there prior, the electric and boring under Center Street will be considerably higher in cost. Manager Yonker stated it would be in \$10,000 plus range. Councilperson Baublitz asked if it could be installed on the other side of the street, because it would still do the intended purpose? Manager Yonker agreed it could be and that would save the boring cost and the permit would be easier to obtain.

General consensus of the City Council to have the street light installed on the other side of N. Pine River.

Mayor Schafer shared that she watched the Fire Department’s new hose being placed on the trucks and the staff learned a lot about the hose from the company. The company will test the hose going forward and track it. A “Thank You” letter will be sent to the CEO of the company on behalf of the City Council.

Claims, Accounts and Payroll

Moved by Gray, second by Andrew to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #45833-45872 and Payroll Checks #15453-15500, DD1397-DD1412, EFT #959-971 as listed in the Check Register Book. Motion carried.

Correspondence

Mayor Schafer noted the received correspondence.

- SAW Grant Meeting Minutes

Public Comment

Mayor Schafer asked for public comments. None were offered.

Mayor Schafer asked for additional business to come before the City Council. None was offered.

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

The meeting adjourned at 7:53 pm.

Barbara Fandell, City Clerk-Treasurer

**CITY OF ITHACA
CITY COUNCIL MEETING
August 20, 2019
7:00 PM**

The regular meeting of the City of Ithaca City Council, held at 129 W. Emerson Street, Ithaca, Michigan, was called to order by Mayor Schafer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Mayor ProTempore Koppleberger gave the invocation.

Present were Mayor Alice Schafer and Councilpersons James Andrew, Brett Baublitz, Scott Gray, James Gruesbeck, Clark Hubbard, Rick Koppleberger and Attorney Jefferson Arnold. Officers and staff present were Clerk-Treasurer Barb Fandell, DPW Director Bob Studt and Fire Chief Dave Nelson.

Absent was City Manager Chris A. Yonker and Student Representative Alli Derby.

Audience in attendance was Rob & Lexi Endter, Dave Roslund, Marvin and Doreen Fox, Mike and Suzanne Mates.

Moved by Gray, second by Andrew to approve the minutes of the regular meeting held August 6, 2019. Motion carried.

Public Comment

Mayor Schafer asked for public comments.

Michael Mates of L&M Storage of Ithaca LLC, addressed the Council regarding the conditional rezoning of the Mobile Home Park property and storage unit request from Dave Roslund which was Agenda Item 8A. He apologized for being absent from the public hearing held by the Planning Commission but could not attend due to a medical procedure that day. He shared that he met with City Manager Yonker prior to the meeting but was surprised that none of the concerns shared were provided to the Planning Commission or in the minutes of the meeting. He further noted that the minutes showed that Kim Newson supported the project, and shared that he has a financial interest in it. He read a prepared statement (see attached) and asked Council to postpone the rezoning decision based on the favoritism and other reasons stated.

Dave Roslund of David Roslund Rentals stated that Kim Newson is a part owner in the Mobile Home park, however was not part of this project.

Committee Reports

Mayor Schafer reported the Committee of the Whole met to review the City Manager position and prepare a search plan to fill the upcoming vacancy when Chris Yonker retires. The Committee recommends placing the ad for the position in the local papers starting next week and taking applications until September 19, 2019. The Committee discussed an Interim Manager during the search and will fill from within. The Committee further reviewed the request from DPW Director Studt to fill the vacated position from last December as the staff member is needed for operational efficiency. The Council had made the decision not to fill the position until such time that Director Studt or the City Manager requested the need for it. The Committee recommends filling the position.

Moved by Hubbard, second by Koppleberger to appoint Barbara Fandell at the Interim City Manager as the City Council goes through the City Manager search/hiring process and transition period. Motion carried.

Moved by Koppleberger, second Hubbard to approve Director Studt's request to fill the vacated position in the DPW and hire two new employees to bring the DPW up to full staffing. Motion carried.

Department Reports

A written report was submitted by Lt. McCollum for the July activity of the Ithaca Unit.

Moved by Gray, second by Baublitz to receive the Ithaca Unit report. Motion carried.

City Manager's Report

City Manager Yonker provided a written report which updated Council on the Sidewalk Replacement program, Gratiot County Hazard Mitigation Plan, Downtown Development Authority, Newark Street surveying work, Industrial Park Code issues, Local Agency Pavement Warranty program, Planning Commission and Zoning Board of Appeals activities, PFAS Response work, Rotary activities and Chamber/IPC events

Moved by Baublitz, second by Hubbard to receive the City Manager's report. Motion carried.

New Business

Mayor Schafer presented Ordinance Amendment to conditionally rezone a portion of the Mobile Home Park to C-2 General Commercial as recommended by the Planning Commission.

Councilperson Gray asked to see the comments from the Public Hearing, and Mayor Schafer said they were included in the meeting minutes within the packet. He asked if there was any discussion on the competitive

business problems as inquired by Mr. Mates. Councilperson Hubbard asked if the initial intent was Commercial, did they circumvent the process, even if not intentional, but if it indeed happened, we need to make sure steps were not missed.

Moved by Baublitz, second by Gray to deny the recommendation for the introduction of the ordinance amendment and send it back to the Planning Commission to review the concerns that have been brought forth. Motion carried.

Councilperson Gray received a request from Renee Smith at Downtown Dime to have an additional handicap parking space placed in front of her business. There are spaces on the side street and in the middle of the downtown, but would like one closer for her patrons. Councilperson Hubbard explained that spaces are selected so that wheelchair access does not come out in the street and also so they do not have to go up and over a curb. Spaces are usually placed near a sloped area of the sidewalk. The ADA code says the spaces are a reasonable distance to access the area. Director Studt shared that there was a lot of discussion and research when space selection was made and they were placed in the current locations for safety. Councilperson Baublitz added that the street is curbed for drainage also. Director Studt confirmed and added that in order to place a space in the front of the store, the entire design and MDOT grades would need to be changed.

Councilperson Baublitz reported that social media was sharing that a child was stung by wasp in Woodland Park earlier that day. Director Studt shared that City Hall received a call at the end of the day regarding the incident but the caller did not know the location. He will have a crewmember find and take care of it. He further shared that if they receive calls about nests, they immediately take care of them and also inspect for them periodically.

Old Business

Mayor Schafer informed the Council that an appointment to the Greater Gratiot Development Inc Board needed to be made. Councilperson Hubbard had interest, however could not commit to the meeting due to his work schedule. Mayor Protem Koppkeberger shared his interest in serving if Councilperson Hubbard was unable to.

Moved by Hubbard, second by Gray to appoint Rick Koppkeberger to the Greater Gratiot Development Inc Board of Directors as the City's additional board position. Motion carried.

Clerk-Treasurer Fandell reported that an attorney from AT&T contacted Attorney Arnold regarding the water tower lease agreements. In his last report, City Manager Yonker reported that our company, Suez, was having issues with AT&T's Dixon Engineering and had turned it back over to him for assistance. She recommended Attorney Arnold wait for Manager Yonker before responding as AT&T has had multiple people calling different City staff regarding this issue.

Claims, Accounts and Payroll

Moved by Baublitz, second by Gray to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #45873-48922, Grant Program Check #1206-1207, ACH 10A, and Payroll Checks #15501-15517, DD1413-DD1418, EFT #973-979 as listed in the Check Register Book. Motion carried.

Correspondence

Mayor Schafer noted the received correspondence.

- Meeting Minutes: Planning Commission, SAW Grant (2), Wellhead Protection Program
- MML Liability & Property Pool Worker's Compensation Fund Dividend Announcement
- Ithaca Public Schools Correspondence

Public Comment

Mayor Schafer asked for public comments.

Dave Roslund apologized for any problem with the rezoning request, and shared that it goes back to an error. The land was always his but was attached to the mobile home park. He has corrected the property ownership names. The error came with the original zoning and stated the new storage facility constructed was "for mobile home park residents only". If only allowed for park residents, he will have to lower the rental rate and that too would create competition. He talked with City Manager Yonker about this. Mayor Schafer stated that the change in the zoning is the reason for Mr. Mates' comments. Mr. Roslund confirmed that it was going back to the Planning Commission. Councilperson Gray stated yes, for them to review and clean it up so it could be reconsidered. Councilperson Hubbard added so as not to show favoritism, the City must make sure everything is correct. Mr. Roslund stated that his intent is to rent the units to park residents and the general public and that there is no plan to build two additional units on the property.

Mayor Schafer asked for additional business to come before the City Council. None was offered.

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

The meeting adjourned at 7:45 pm.

August 19, 2019

Dear Mrs. Mayor and City Council:

We are writing this letter in regards to the rezone that Meadow Lane Trailer Park has requested and the Planning Commission approved last week. First and Foremost, does the Planning Commission have a plan? What is the criteria for approving a rezone? Is feasibility, or a need, a prerequisite?

The City of Ithaca allowed a 150 ft.by 30 ft. storage building to be constructed under the guise that it was to be used by the Meadow Lane trailer park residents only under 'residential rules" in a residential neighborhood. These particular rules are not the same when a building is slated for "commercial use". In a commercial zoned area, an engineered site plan needs to show all structures and parking area, provide water retention design to handle a twenty-five year storm. This adds significant cost and requires more space. These mandated rules were purposely circumvented by applying for the permit in the manner which they applied for. Likewise, the permit should stand on the grounds that it was applied for.

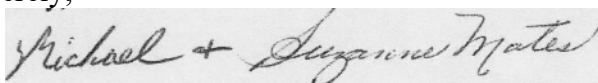
Almost before the last nail was driven, they came back and asked for a property rezone. There is commercial property for sale in Ithaca for this type of business. Ironically, some of it is property that Dave and Marge Roslund once owned. The city creates an extreme competitive disadvantage to commercial property owners when they allow biased and illegal action to occur. The original intent was never to serve trailer park patrons only. The city was misled from the very beginning. Again, by allowing this to happen, the city is showing clear favoritism to one business over another. This has got to stop! There is ample commercial property available in the city of Ithaca. This type of project should not require a rezone.

The last rezone that the city allowed was for the Tractor Supply Company East of city limits. This had a direct financial effect on us personally. Before the city allowed the rezone, TSC had signed a purchase agreement to purchase commercial property from us. I have a very long history with the city concerning the permitting process, drain issues, and more. We have been dedicated business owners, good neighbors, and pay our taxes. This is not an environment that we can do business in. There is a clear favoritism being exhibited. This is intolerable!

We can not survive financially doing business in Ithaca when these biased and unfair actions repeatedly occur. How much damage can one possibly stand by decisions that we have zero control over? Decisions that are directly and purposely made by the City of Ithaca Management showing clear favoritism to other business owners. Please consider consciously the decisions you make.

We would like to petition Mrs. Mayor and Ithaca City Council Members to objectively rescind this decision that the planning commission has made. It negatively effects fair practice of doing business in Ithaca as well as the people that we as a community depend on. Most importantly, we strive to patronize our community.

Sincerely,



Michael and Suzanne Mates
L & M Storage LLC

**CITY OF ITHACA
CITY COUNCIL MEETING
September 3, 2019
7:00 PM**

The regular meeting of the City of Ithaca City Council, held at 129 W. Emerson Street, Ithaca, Michigan, was called to order by Mayor Schafer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Mayor Schafer gave the invocation.

Present were Mayor Alice Schafer and Councilpersons James Andrew, Brett Baublitz, Scott Gray, James Gruesbeck, Rick Kopplesberger and Student Representative Dallas Conn. Officers and staff present were Attorney Jefferson Arnold, City Manager Chris A. Yonker and Clerk-Treasurer Barbara Fandell.

Absent was Councilperson Clark Hubbard.

Audience in attendance was Rob & Lexi Endter, Aaron Wendzel and Tim Krzeszewski.

Moved by Kopplesberger, second by Gray to approve the minutes of the regular meeting held August 20, 2019. Motion carried.

Public Comment

Mayor Schafer asked for public comments.

Tim Krzeszewski of Saginaw, addressed the Council regarding his displeasure with the way the City handled their Knights of Columbus petition drive during the US27 Car Cruise. He stated he was told they could not setup their petition table, but they could walk around for signatures. She called back and forth and then an officer came to remove them, but did not know under what ordinance but that they had to move. He said if they were in violation they would move, but did not. He came up to City Hall with his cousin to get the Ordinance but did not receive it. Clerk Fandell explained that they were under the pavilion and next to the registration table and that was not allowed. She further shared that an alternate location on the sidewalk by the Post Office was offered as a solution and they said they would relocate, which they did not. Mr. Krzeszewski implied that the subject matter was part of the issue, Mayor Schafer disagreed and pointed out they were offered a solution but still did not relocate.

Committee Reports

There were no Committee reports.

City Manager's Report

City Manager Yonker provided a written report which updated Council on a request to rent the Horse Barn/Track, County parks millage discussion, downtown apartments/OPRA application, assessing software/hardware contract, Newark Street surveying project, Planning Commission and Zoning Board of Appeals activities, PFAS Response work, DDA Board vacancy, his retirement and accomplishment list and Chamber/IPC events.

Manager Yonker further reported that a request was received from Brook Daniels to rent the horse barn and track as he had done in the past. He discussed with staff and we will need to evaluate the condition of the barn and track before making a recommendation. The City should also consider taking a deposit such as first and last month rent. Consensus for staff to perform the evaluation and report back at the next meeting.

Mayor Schafer received a call from City of Alma Mayor Mapes regarding the county parks millage and asked Manager Yonker to discuss. Manager Yonker reported the local managers have met with the County Parks committee regarding the millage which is an eight-year millage which expires in 2020. The communities see a need for community recreation programs as it is lacking county-wide. The County Parks committee has plans for the money going forward which include \$350,000 for securing land and building a new park north of M-46. Alma is considering a park millage for its residents but there is a concern that tax payers will then select one over the other. The entire county pays the millage but only Hubscher, Luneack and Reed Parks benefit from the funds, so they are trying to find a way that the local community parks can benefit from the county millage also. This way the taxpayers are paying twice. The local group asked about a Parks Authority, but the County declined. There was also discussion on how the proration could work if locals were allowed to share in a portion of the millage. The local group is trying to get another meeting with the County. Mayor Schafer added that the County wanted to keep all of the millage funds but would consider adding to it at renewal for the other units.

Moved by Gray, second by Kopplesberger to receive the City Manager's report. Motion carried.

New Business

City Manager Yonker presented the Pivot Point Software Agreement and hardware for approval as detailed in his report. Clerk -Treasurer Fandell stated the cost for the software and hardware was \$1,530.75.

Moved by Baublitz, second by Gray to approve the Pivot Point Software Agreement and coordinating hardware at a cost not to exceed \$1,530.75 and authorize the City Manager to sign. Motion carried.

Clerk-Treasurer Fandell stated she received an Obsolete Property Rehabilitation Act Application from Gemini Capital Management VIII, LLC for properties in District #2 & #4; a public hearing needs to be set.

Moved by Baublitz, second by Gray to set a public hearing to take comment on the Obsolete Property Rehabilitation Act Application from Gemini Capital Management VIII, LLC for properties in District #2 & #4 for September 17, 2019 at 7:00pm or soon thereafter as the agenda allows. Motion carried.

Mayor Schafer presented Resolution 2019-17 to recognize City Manager Chris Yonker for his years of service to the City.

Moved by Andrew, second by Koppleberger to adopt Resolution 2019-17 Recognition of Chris A. Yonker. Motion carried. Mayor Schafer presented the Resolution to Chris.

Manager Yonker shared he was surprised and humbled by the resolution and noted that the work was done by the untold Department Heads, staff and many others. The City has a very capable staff and he and his wife Diane have enjoyed their four years with the City and will be staying here in Ithaca. He thanked everyone.

Old Business

Mayor Schafer reviewed the open Board positions with the Council and encouraged them to help seek volunteers for the open positions.

Aaron Wendzel, Rowe PSC, shared that the Newark Street project design had its final review and would be completed by the end of the week.

Student Representative Dallas Conn reported that school had started and they had a new principal. The sport teams are all off to a good start and the Superintendent had been called into service until 2021 so they will be looking for a new one while he is gone. Mayor Schafer noted the photo taken of the football team with Hudson's football team and what a great idea it was.

Claims, Accounts and Payroll

Moved by Gray, second by Baublitz to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #45923-45945 and Payroll Checks #15518-15532, DD1419-DD1425, EFT #980-987 as listed in the Check Register Book. Motion carried.

Correspondence

Mayor Schafer noted the received correspondence.

- SAW Grant Meeting Minutes, Thompson Home Public Library Board Minutes

Public Comment

Mayor Schafer asked for public comments.

Councilperson Gruesbeck asked Attorney Arnold about the petition issue. Attorney Arnold stated he was unaware of the issue and could not offer an opinion. Councilperson Baublitz asked where they were set up. Mr. Krzeszewski said next to the registration table. City Manager Yonker explained that when petitioning, as soon as you set up the table it created a nuisance because of where it was placed and a liability to the City because it was during an event. Mr. Krzeszewski said there was another table set up and felt their First Amendment rights were being violated. Manager Yonker stated that the other table was the DDA which was a sponsor of the event and approval from the City prior to the event. There were no others allowed. He further stated the First Amendment allows petitioning on public property, such as sidewalk or street but not the "use" of public property as where they were located. Mayor Schafer concluded the discussion.

Mayor Schafer asked for additional business to come before the City Council. None was offered.

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

The meeting adjourned at 7:44 pm.

Barbara Fandell, City Clerk-Treasurer

**CITY OF ITHACA
CITY COUNCIL MEETING
September 17, 2019
7:00 PM**

The regular meeting of the City of Ithaca City Council, held at 129 W. Emerson Street, Ithaca, Michigan, was called to order by Mayor Schafer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Mayor ProTempore Koppleberger gave the invocation.

Present were Mayor Alice Schafer and Councilpersons James Andrew, Brett Baublitz, Scott Gray, James Gruesbeck, Clark Hubbard, Rick Koppleberger, Student Representative Alli Derby and Attorney Jefferson Arnold. Officers and staff present were Clerk-Treasurer Barb Fandell and DPW Director Bob Studt.

Audience in attendance was Rob & Lexi Endter, Jim Wheeler, John Van Tholen, Ryan Smith and Charles Hauser.

Moved by Andrew, second by Koppleberger to approve the minutes of the regular meeting held September 3, 2019. Motion carried.

Public Comment

Mayor Schafer asked for public comments. None were offered.

Committee Reports

Student Representative Alli Derby reported that the new clubs are doing great with their fundraisers, the Homecoming theme is “We’ve Got the Beat” and is on October 11 and 12th. and the students are really excited about it. The FFA had a competition with the St. Louis FFA to see who could get the most items for the local food pantry. Ithaca won, donating 350 items to St. Louis’s 75.

Councilperson Koppleberger reported the Personnel Committee met to discuss the hiring process for the City Manager and to set the compensation for the Interim Manager also reviewed the City Council’s pay. The Committee recommends paying the Interim City Manager \$750/week based on 20 hours and increasing the City Council meeting per diem from \$50 to \$75 and committee meetings to \$50 each and increasing the Mayor’s additional compensation to \$200 per month. The Committee also set the schedule to review the Manager applications on September 20th and set up interviews from there.

Moved by Koppleberger, second by Gray to pay the Interim City Manager \$750.00 per week for twenty hours of work effective September 7, 2019 when the duties began. Motion carried.

Moved by Koppleberger, second by Gray to set the City Council meeting per diem from \$50.00 to \$75.00 for City Council meetings and from \$15 or \$20 to \$50.00 per each committee of the Council meeting and the additional pay for the Mayor from \$100 to \$200 per month effective 12/1/2019. Motion carried.

Department Reports

A written report was submitted by Lt. McCollum for the August activity of the Ithaca Unit.

Moved by Baublitz, second by Andrew to receive the Ithaca Unit report. Motion carried.

Clerk-Treasurer Fandell presented the June ending quarterly financial reports. All funds except the Caldwell, Economic Development and DDA Authority increased fund equity for the year, The Caldwell and Economic Development funds were planned losses based on approved projects.

Moved by Gray, second by Hubbard to receive the June financial statements and place on file for audit. Motion carried.

Interim City Manager’s Report

Interim Manager Barbara Fandell, provided a written report which updated Council on the Downtown Development Authority, Newark Street surveying work, Industrial Park Code issues, City owned property purchases, Planning Commission and Zoning Board of Appeals activities, PFAS Response work, OPRA application for District #2 & #4, Proclamation request from the Daughters of the American Revolution, MDOT Trunkline contract, Board appointments, N Pine River Street light, DPW new staff members, AT&T water tower contract, horse barn rental and Chamber/IPC activities.

Interim Manager Fandell reported that the weekend events went well. The Freedom ride had about 80 participants and the parade and ceremony for the veterans was well attended. The City of Alma brought over their Ladder truck and hung the American Flag in the intersection of Center and Pine River and it was a beautiful site. The IPC Block Party started off good and there were several people in the park enjoying the music and events sponsored by Day Dreams.

She further reported that staff had training on the new GIS ICOM software. The stormwater system is almost completed loaded and we will now have the ability to add parcel layers, the water and sanitary sewer systems

into it as well. The water and sanitary sewer addition will require some assistance to initially upload and Rowe has been asked to provide a proposal for this assistance. Interim Manager Fandell reported that she would be meeting with the Sheriff regarding the Police Service contract. She and Deputy Cameron attended the Clerk's Education Day and listened to a presentation from the State of Michigan on the 2020 Census. Michigan stands to lose a Congressional seat so there is a big push for people to file. They are hoping many will do online filing and are asking local governments to assist getting the information to residents by utilizing their resources such as newsletters, utility mailings, etc. The City will assist in this way and she will be talking with the Library Director about setting up a public computer for people to use for filing. Finally, she reported that the gas smell in the City was ZFS purging their tanks at the site. Chief Nelson and Director Studt discovered the source quickly and notified Central Dispatch. It was immediately placed on the Gratiot Emergency and City's Facebook pages. Later this week, Consumers will be purging the new lines by the North Elementary School and it will be a similar situation. The school has been notified and the levels are not dangerous to the public.

Lastly, Director Studt has requested that Brandon Smith be allowed to attend a training on the new Trackless that was purchased. The company headquarters are holding the training; however, it is in Ontario, Canada.

Moved by Baublitz, second by Andrew to allow Brandon Smith to attend the Trackless training in Ontario, Canada on September 24, 2019. Motion carried.

Moved by Hubbard, second by Gray to receive the Interim City Manager's report. Motion carried.

OPRA Public Hearing

Mayor Schafer noted it was time for the public hearing.

Moved by Koppleberger, second by Gray to open the public hearing to take comment on the OPRA application submitted by Gemini Capital Management VIII, LLC. Motion carried.

The hearing was opened at 7:23pm.

Clerk-Treasurer Fandell shared that the application was in order and the Resolution was set up with the similar conditions as the previous OPRA that was awarded. It is a six year, with a six-year extension. The conditions are at least one commercial space filled and 70% occupancy rate for the residential units. The future Council still has the ability to grant the extension if the conditions have acceptable reasons or unusual circumstance for not being met. The project investment in the downtown is \$1.5 million.

Ryan Smith presented his project for 146 and 158 E. Center Street. The buildings will house two commercial spaces and ten residential units. He stated he already had the two leases lined up for the commercial spaces.

Mayor Schafer asked for further comments. None were offered.

Moved by Koppleberger, second by Hubbard to close the public hearing at 7:25pm. Motion carried.

Moved by Andrew, second by Baublitz to adopt Resolution 2019-18 Approving the Obsolete Property Rehabilitation Act application submitted by Gemini Capital Management VIII, LLC for properties located at 146 and 158 E. Center Street. Motion carried by Roll Call vote:

Ayes: (5) Hubbard, Koppleberger, Andrew, Baublitz, Gray, Gruesbeck, Schafer

Nos: (0) None

Absent: (0) None

Abstain: (0) None

New Business

Interim Manager Fandell stated a request to purchase City property was received from MAK Enterprises for the two lots south of the railroad tracks between S. Elm and S. Maple streets. Jim Wheeler of Greater Gratiot Development shared that Mr. Klumpp was looking to develop the property for a feed facility with organic corn storage. They have already acquired the property to the north from Maple Street Holdings, Inc. The initial layout for the facility is being redesigned after meeting with the City of the zoning requirements as it abuts the residential area. Interim Manager Fandell stated she discussed land use with the Planning Commission and there has been no discussion recent or past on use for the property outside the current zoning. She also discussed the property value with City Assessor Hunter for determination of price and keeping in the same method of offering as with the sale to Ellen's Equipment for the parcel on Dilts Road. Assessor Hunter values the two parcels at just over \$21,000 combined. Mr. Klumpp has offered \$5,000.

Moved by Hubbard, second by Gray to sell the City parcels 29-52-327-001-00 and 29-52-327-003-00 to MAK Enterprises and authorize the Interim City Manager to negotiate the price and return to Council for final approval. Motion carried.

John Van Tholen of Granger Waste Services addressed the Council regarding the annual report of waste collections. He had appreciation for the contract and great working relationship with the City staff. He introduced Charles Hauser who presented the statistics of the annual collection. Mr. Hauser commended the City on its website and for the promotion of recycling to its residents. He shared that the City's recycled volume for the year was over 1.6 million pounds and steadily increasing over the past three years; the equivalent of 13,954 trees saved or 2,733 cu yards of saved landfill space. He added that the largest change in recycling is in plastics and the industry is changing more by product and less by the numbers on the bottles.

Mayor Schafer thanked them for their report and reiterated how the community likes the blue bag recycling, the price and the service.

Interim Manager Fandell spoke to the Newark Street concrete project which is necessary to be completed prior to paving the city parking lot behind the library. An estimated cost for the project was received from Rowe and she asked Steve Clark to speak to the numbers. Mr. Clark shared the challenges for this project was with the slopes of the road and sidewalk, drainage and defining drives. The barrier free areas, catch basins, drains on both sides of the street are being affected by the pavement which is basically twisted. To fix this, it would be such a large patch that road replacement to the Center line is recommended which increased the cost. If the project were to be done yet this fall, the bid would be mid-September with the contractor starting mid-October. They are seeing 30-35% increases in asphalt bid right now, so it would be recommended to bid over the winter with the pavement as an alternate. Mr. Clark further stated that leaving open gravel for the winter would be challenging for the DPW and businesses.

Ms. Fandell shared that a proposal for the bid services and project management has been requested as Director Studt said the department does not have the equipment for checking the concrete or expertise for the elevations and grades. Estimating the engineer's cost, it would bring the total estimated project cost to about \$106,000.

Moved by Baublitz, second by Koppleberger to proceed with the 100 Block W. Newark Street concrete project at an estimated cost of \$106,000 and amend the budget to reflect it. Motion carried.

Clerk-Treasurer Fandell received a request for a Proclamation for Constitution Week from the Daughters of the American Revolution local chapter.

Moved by Gray, second by Andrew to adopt the Proclamation for Constitution Week. Motion carried.

Interim Manager Fandell presented the Trunkline MDOT contract for approval. The contract is standard to prior contracts and is for five years for work performed on the State Trunkline for the State of Michigan and the reimbursement outline. The majority of the updates are due to reorganization of the State and gives more authority to the local or regional MDOT offices for work with the local municipalities. Staff has reviewed and recommends the approval.

Moved by Baublitz, second by Gray to adopt Resolution 2019-19 Approving the MDOT State Trunkline Maintenance Contract and authorize the Mayor and City Clerk to sign. Motion carried.

Councilperson Gruesbeck presented the request from the Senior Activity Board to add the following names to the list of candidates to serve on the Board of Directors; Cleo Flegel, Janet Strong, Ned Weller and Diane Yonker. If approved, there are three seats available to be filled by the seven candidates.

Moved by Gray, second by Hubbard to add Cleo Flegel, Janet Strong, Ned Weller and Diane Yonker as candidates to be placed on the ballot with Marci Browne, Ruthanne Larry and Larry Ringle for the Board of Directors election. Motion carried.

Mayor Schafer called for action on the MML Liability & Property Pool Board of Director Election.

Moved by Koppleberger, second by Gray to cast the ballot for Jean Stegeman, incumbent for the MML Liability & Property Pool Board of Directors. Motion carried.

Old Business

Mayor Schafer stated two applications were received to fill positions on the Planning Commission and Downtown Development Authority. She would like to appoint Deborah Vusich to the DDA and Clare McCollum to the Planning Commission.

Moved by Baublitz, second by Gray to appoint Deborah Vusich to the Downtown Development Authority for a term ending June 30, 2023 and Clare McCollum to the Planning Commission for a term ending June 30, 2020. Motion carried.

Interim Manager Fandell reported the N. Pine River Street installation is scheduled to be installed the week of September 23, 2019. The MDOT permit has been received and Bob Studt is waiting final confirmation for the installation from Town & Country group.

Councilperson Hubbard reminded the Council he would be attending the MML Convention and annual meeting the next week and will provide an update at the next meeting.

Director Studt informed the Council that he would be off on medical leave starting Thursday.

Claims, Accounts and Payroll

Moved by Gray, second by Andrew to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #45946-45980 and Payroll Checks #15533-15544, DD1426-DD1433, EFT #988-992 as listed in the Check Register Book. Motion carried.

Correspondence

Mayor Schafer noted the received correspondence.

- SAW Grant meeting minutes

Public Comment

Mayor Schafer asked for public comments. None were offered.

Mayor Schafer asked for additional business to come before the City Council. None was offered.

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

The meeting adjourned at 8:00pm.

Barbara Fandell, City Clerk-Treasurer

**CITY OF ITHACA
CITY COUNCIL MEETING
October 1, 2019
7:00 PM**

The regular meeting of the City of Ithaca City Council, held at 129 W. Emerson Street, Ithaca, Michigan, was called to order by Mayor Pro Tem Koppleberger at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Mayor Pro Tem Koppleberger gave the invocation.

Present were Mayor Pro Tem Rick Koppleberger and Councilpersons James Andrew, Brett Baublitz, Scott Gray, James Gruesbeck, and Clark Hubbard. Staff present were Attorney Jefferson Arnold, DPW Director Bob Studt and Deputy Clerk Cathy Cameron.

Absent was Mayor Alice Schafer and Interim Manager & Clerk/Treasurer Barbara Fandell.

Audience in attendance was Rob & Lexi Endter.

Moved by Gray, second by Baublitz to approve the minutes of the regular meeting held September 17, 2019. Motion carried.

Public Comment

Mayor Pro Tem Koppleberger asked for public comments. None were given.

Committee Reports

Mayor Pro Tem Koppleberger reported that the Personnel Committee met to review the applications received for the City Manager position. Five candidates were selected for interviews to be held on October 10, 2019. As Chair of the Personnel Committee he requested that all councilmembers and the Mayor be in attendance for these interviews.

City Manager's Report

Mayor Pro Tem Koppleberger asked if there were any questions. None were offered.

Moved by Baublitz, second by Andrew to receive the Interim City Manager's report. Motion carried.

New Business

Mayor Pro Tem Koppleberger presented the Water and Sanitary Sewer System GIS Assistance Professional Service Proposal from Rowe PSC in the amount of \$18,700. Director Studt stated that the SAW Grant provided the storm water information only and that this would provide additional valuable assistance for city projects.

Moved by Andrew, second by Hubbard to approve and authorize the Interim City Manager to sign the Water and Sanitary Sewer System GIS Assistance Proposal with Rowe PSC in the amount of \$18,700. Motion carried.

Mayor Pro Tem Koppleberger reported that Ellen's Equipment has completed the first phase of an environmental study on the Dilts Road parcel and are requesting permission to have soil borings done at their expense.

Moved by Gray, second by Andrew to allow soil boring testing on the Dilts Road parcel at Ellen's Equipment expense. Motion carried.

Old Business

Mayor Pro Tem Koppleberger presented the Newark Street Concrete Project Bidding and Construction Engineering Proposal from Rowe PSC in the amount of \$11,500. This project would begin in the spring of 2020.

Moved by Gray, second by Hubbard to approve and authorize the Interim City Manager to sign the Newark Street Concrete Project Bidding and Construction Engineering Proposal with Rowe PSC in the amount of \$11,500. Motion carried.

Mayor Pro Tem Koppleberger presented a lease agreement with Brook and Dana Daniel for use of the horse barn and track with occupancy taking effect Wednesday, October 2, 2019.

Moved by Baublitz, second by Gray to approve and authorize the Interim City Manager to sign the lease agreement between the City and Book and Dana Daniel. Motion carried.

Mayor Pro Tem Koppleberger reported that the Zoning Board of Appeals still needs to fill two alternate positions on the board.

Claims, Accounts and Payroll

Moved by Andrew, second by Gray to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #45981-46006 and Payroll Checks #15545-15567, DD1434-DD1441, EFT #993-999 as listed in the Check Register Book. Motion carried.

Correspondence

Mayor Pro Tem Koppleberger noted the received correspondence.

- Proclamation: State of Michigan: Buy Nearby Weekend
- Meeting Minutes: Downtown Development Authority

Public Comment

Mayor Pro Tem Koppleberger asked for public comments. None were given.

Vice Mayor Koppleberger reported that Alma and St. Louis have set trick or treat hours for October 31st from 5:30 pm. – 7:30 pm.; Breckenridge is same day 6:00 pm. – 8 pm. Commissioner Baublitz stated that 5:30 pm. – 7:30 pm. was a good time to have trick or treats hours as well, everyone agreed.

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

The meeting adjourned at 7:08 pm.

Cathy Cameron, Deputy Clerk

**CITY OF ITHACA
CITY COUNCIL MEETING
October 15, 2019
7:00 PM**

The regular meeting of the City of Ithaca City Council, held at 129 W. Emerson Street, Ithaca, Michigan, was called to order by Mayor Schafer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Mayor Schafer gave the invocation.

Present were Mayor Alice Schafer and Councilpersons James Andrew, Brett Baublitz, Scott Gray, James Gruesbeck, Clark Hubbard and Rick Koppleberger. Staff present were Attorney Jefferson Arnold, Interim City Manager/Clerk-Treasurer Barbara Fandell and Fire Chief David Nelson.

Absent was Student Representative Alli Derby.

Audience in attendance was Rob & Lexi Endter, Jamey Conn, Malek Thompson, Brayden Shaw and Anthonie Bellinger.

Moved by Koppleberger, second by Gray to approve the minutes of the regular meeting held October 1, 2019. Motion carried.

Mayor Schafer added Item 7C- Committee of the Whole; Item 9C -Fire/Rescue Staffing and Item 9D-Rowe PSC Contract. She asked for Items to be removed from the Consent Agenda; there were none. Moved by Grey, second by Baublitz to approve the amended Agenda including the Consent Agenda. Motion carried.

Public Comment

Mayor Schafer asked for public comments.

Students from Mrs. Van DeWeghe's financial literacy class introduced themselves. Mayor Schafer thanked them for their attendance.

Consent Agenda

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

- **Committee of the Whole recommendation to contact attorney on property sale to Ellen's Equipment and interview questions were developed for City Manager interviews.**
- **Ithaca Unit- Sept 2019 Report, Ithaca Fire-Rescue and Code Officer quarterly reports**
- **Interim City Manager report which included updates on Industrial Park code issues, Planning Commission activity, City-owned property sales, DDA informational meeting, AT&T Tower Lease agreements, Police Services Agreement, City Manager interviews, Mid-Michigan District Health Department Distribution NODE Agreement, and consent agenda.**
- **Approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended for payment: Accounts Payable Checks #46007-46060 and Payroll Checks #15568-15579, DD1442-DD1447, EFT #1000-1005 as listed in the Check Register Book.**
- **Correspondence received: German Links Students, Planning Commission minutes**

Motion carried by Roll Call Vote:

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

Nos: (0) None

Absent: (0) None

Committee Reports

Mayor Schafer reported that the Committee of the met to conduct interviews for the position of City Manager. Five candidates were interviewed and the Committee recommends offering and entering negotiations with Jamey Conn.

Moved by Koppleberger, second by Gray to offer the City Manager position to and enter into negotiations with Jamey Conn pending an acceptable pre-employment background check. Motion Carried.

Mayor Schafer reported the Committee of the Whole met for its monthly work session and discussed the manger hiring procedure, obnoxious weed ordinance, industrial park code issue update and property sale. The Committee recommends introducing the changes to the Obnoxious weed ordinance. The Committee further recommended the new City Manager contract be sent to the Personnel Committee to be drawn up and discussed with Robert Huber.

Mayor Schafer set the Personnel Committee meeting for 10/21/19 at 9:00am.

New Business

Councilperson Gruesbeck reported the result of the Senior Activity Board election and new Board members are Marci Browne, Ruthann Larry, Larry Ringle and Cleo Flegel.

Clerk-Treasurer Fandell asked for an Officer appointment to the Election Commission.

Moved by Gray, second by Baublitz to appoint Bob Studt to the Election Commission. Motion carried.

Interim Manager Fandell received the request from Hailey Brewer, the Emergency Preparedness Coordinator for the Mid-Michigan District Health Department, to renew the Memorandum of Understanding for facility use in the event of a public emergency. The Community Center/Fire Hall is the facility for use.

Moved by Andrew, second by Gray to approve the Distribution Node Agreement between the City of Ithaca and Mid-Michigan District Health Department and authorize the Interim City Manager to sign. Motion carried.

Mayor Schafer presented the request from Fire Chief Nelson and recommendation for the Committee of the Whole to add five additional First Responder positions and fill them with employees who are already on staff and cross-trained. There will be no increase to the payroll portion of the budget, and this was discussed during a staff meeting and acceptable to the current fire and rescue staff.

Moved by Hubbard, second by Koppleberger to allow five additional First Responder positions and fill them with the on staff cross trained employees, with no addition to the payroll budget. Motion carried.

Interim Manager Fandell presented a proposal from Rowe Professional Services for preparation and submission of the Scrap Tire Grant to EGLE. This proposal is included in the budget. The Scrap Tire Grant funding information was just recently released. Funding will be allowed for research and development and high traffic roads. We will not be able to include our local streets or parking lots, but we will write for the four Major street projects upcoming.

Moved by Baublitz, second by Andrew to approve the services of Rowe PSC to prepare and submit a Scrap Tire Market Development grant application to EGLE for fiscal year 2020 construction at a cost of \$1,500 and authorize the Interim City Manager to sign. Motion carried.

Old Business

Mayor Schafer noted that we are still in need of two people to fill the Zoning Board of Appeals Alternate positions. She encouraged Council to help fill these seats.

Interim Manager Fandell reported that seasonal employee Devin Barnes had completed the CDL requirements and will move into the full-time position at the DPW effective 10/21/19.

Councilperson Baublitz inquired on the N. Pine River street light. Interim Manager Fandell stated we are still waiting for the light to arrive, it originally was due 9/23/19, but has not yet arrived.

Public Comment

Mayor Schafer asked for public comments. None were given.

Mayor Schafer stated an invitation was received from the Gleaner Life Insurance Society Ithaca Arbor #802 to its upcoming Community Volunteer Recognition event on 10/21/19 at The Pins at 7:00pm. Honorees will be Kay Peasley, Carolyn Studley, Ellie Martyn, Commission on Aging, Ithaca Senior Center, Presbyterian Church Food Pantry, Daydreams, Inc and the Community Service Center.

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

The meeting adjourned at 7:19 pm.

Barbara Fandell, City Clerk-Treasurer

**CITY OF ITHACA
CITY COUNCIL MEETING
November 5, 2019
7:00 PM**

The regular meeting of the City of Ithaca City Council, held at 129 W. Emerson Street, Ithaca, Michigan, was called to order by Mayor Schafer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Mayor Protem Koppleberger gave the invocation.

Present were Mayor Alice Schafer and Councilpersons James Andrew, Brett Baublitz (7:06pm), Scott Gray, James Gruesbeck, Clark Hubbard, Rick Koppleberger and Student Representative Dallas Conn. Staff present were Attorney Jefferson Arnold and Interim City Manager/Clerk-Treasurer Barbara Fandell.

Audience in attendance was Rob & Lexi Endter, Jamey Conn, Heather and Jackson Conn, Jeff Markstrom, Linda Flora, Phil Rondy and Michael MacDonald.

Moved by Andrew, second by Gray to approve the minutes of the regular meeting held October 15, 2019. Motion carried.

Mayor Schafer added a closed session item, at the request the city labor attorney, to the agenda, prior to the first Public Comment. She asked for Items to be removed from the Consent Agenda; there were none. Moved by Grey, second by Koppleberger to approve the amended Agenda including the Consent Agenda. Motion carried.

Moved by Grey, second by Gruesbeck to enter into closed session for attorney/client privileged business. Motion carried. Mayor Schafer directed the Council to exit to another meeting room at 7:03pm.

Mayor Schafer and the City Council returned to open session at 7:16pm.

Public Comment

Mayor Schafer asked for public comments.

Students from Mrs. Van DeWeghe's financial literacy class introduced themselves. Mayor Schafer thanked them for their attendance.

Consent Agenda

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

- **Personnel Committee recommendation for Attorney Huber to draft new City Manager contract and enter into contract with Jamey Conn for effective hire date of November 11, 2019.**
- **Committee of the Whole recommendation to approve the Police Service Agreement with Gratiot County Sheriff, continue discussion with Ellen's Equipment for property sale and set up a meeting with cities and townships to discuss a countywide fire authority.**
- **Interim City Manager report which included updates on city personnel, Industrial Park code issues, Planning Commission activity, City-owned property sales, DDA informational meeting, 2018-2019 fiscal year audit, AT&T Tower Lease agreements, Police Services Agreement, Water & Sewer System GIS project, Michigan Green Communities Challenge Award, grant updates, Pine River Street light, METRO Act permits, Fire-Rescue prebudget meeting, fleet vehicle sales, noxious weed ordinance, City General Election, MIOSHA training, city banners, loss of Steve Clark from Rowe PSC, Ithaca school \$30M bond issue potential and consent agenda.**
- **Approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended for payment: Accounts Payable Checks #46007-46060 and Payroll Checks #15580-15608, DD1448-DD1457, EFT #1006-1012 as listed in the Check Register Book.**
- **Correspondence received: Planning Commission, ZBA, GGDI, Gratiot Chamber and Senior Activity Board minutes; Gratiot Chamber membership letter; Gratiot County Hazard Mitigation Advisory Committee plan schedule and Autumn 2019 Municipal Viewpoint.**

Motion carried by Roll Call Vote:

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

Nos: (0) None

Absent: (0) None

Committee Reports

Student Representative Dallas Conn reported that the end of November completes the first trimester, the football team lost and will not advance to the playoffs and the Ithaca musical production "Into the Woods" has begun rehearsals.

New Business

Mayor Schafer presented the City Manager Employment agreement.

Moved by Gray, second by Koppleberger to table the City Manager Employment agreement for final attorney review. Motion carried.

Mayor Schafer stated the Committee of the Whole has recommended Jamey Conn for the City Manager position and she would like to make the appointment.

Moved by Andrew, second by Gray to appoint Jamey D. Conn as the City Manager effective November 11, 2019. Motion carried.

Clerk-Treasurer Fandell administered the Oath of Office to Jamey D. Conn for the position of City Manager.

Interim Manager Fandell presented a proposal from Rowe Professional Services to update the City's Land Use Plan as previously discussed. Spicer Group and OHM Advisors were contacted for proposals, however did not submit and local firm Wolverine Engineering does not provide this service. The proposal will provide updated maps, have Planning Commission and community focus group involvement, but is not a budgeted project. Jeff Markstrom, Rowe PSC, addressed the Council, first, regarding the loss and replacement of Steve Clark, he then discussed the proposal in detail and staffing for the project. He explained that a new land use plan will compliment the GREAT master plan will be a useable tool going forward. The complete process will take about a year to complete and will require one formal public hearing and community input; and the proposal has additional options if the City needed help with public meetings and surveys, although Ms. Fandell and he had discussed that the City has had success on its own in these areas so they may not be needed, but could always be added at any time.

Councilperson Gray inquired if the funds were available since it was not budgeted. Interim Manager Fandell stated they were. Councilperson Hubbard added that it made sense to be proactive in getting this ready for future development.

Moved by Gray, second by Baublitz to approve the services of Rowe PSC to approve the Land Use Plan Update at a cost of \$15,500, amend the budget as necessary and authorize the Interim City Manager to sign the contract. Motion carried.

Interim Manager Fandell presented a proposal for as-needed Planning and Zoning Review services as previously discussed. The City currently has a contract with Rowe PSC for engineering and other services. This contract would allow the staff to utilize the planning and zoning services on an as-needed basis. Due to the limited expertise of staff and complexity of the commercial and some residential planning and zoning, she recommended approval of this contract. It is also a very common issue among communities similar in size. The zoning fees charged by the City would cover the cost for these services, and would be adjusted annual if needed.

Moved by Baublitz, second by Koppleberger to approve the proposal of Rowe PSC for as-needed Planning and Zoning Review services and authorize the Interim City Manager to sign the contract. Motion carried.

Interim Manager Fandell presented a proposal for Michigan's Wellhead Protection Program (WHPP) administration from Fleis & VandenBrink Engineering, Inc. Director Studt is seeking approval for assistance with the annual grant. The City has been using Michigan Rural Water (MRW); however, it is no longer going to provide this service. Ms. Kelly Hon has been the grant administrator for the City's WHPP, through MRW but has left to join Fleis & VandenBrink, who have agreed to honor the MRW pricing. Director Studt says Ms. Hon has done an excellent job and is very familiar with the process and our specifics. He is requesting that we continue the service with Ms. Hon and return to MRW when, and if, they decide to administrate the program.

Moved by Gray, second by Baublitz to approve the proposal of Fleis & Vandenbrink for the Michigan Wellhead Protection Program grant administration with Kelly Hon in the amount of \$2,775.00 and authorize the Interim City Manager and DPW Director to sign the contract. Motion carried.

Interim Manager Fandell presented a list of fleet vehicles that staff would like permission to sell. The sale would be done through a sealed bid process with a minimum bid applied to each vehicle. Staff will use insurance values, blue book values and condition assessments to determine the minimum bid. Mayor Schafer added that the ad should have the right to refuse any bid.

Moved by Andrew, second by Koppleberger to authorize the staff to sell, by sealed bid with a minimum bid on each to be determined, the 1984 Ford F-350, 1999 Ford F-450, 2003 Chevrolet 1500, 2005 Chevrolet Trailblazer and 2007 Jeep Wrangler with plow. Motion carried.

Old Business

Mayor Schafer presented the Police Services agreement for approval as recommended by the Committee of the Whole.

Councilperson Andrew stated he would abstain from the vote due to his employment with the Gratiot County Sheriff's Department.

Moved by Gray, second by Baublitz to approve the agreement for Law Enforcement Services with the Gratiot County Sheriff's Office and County of Gratiot for a two-year term ending December 31, 2021 at a cost of \$820,710 and authorize the Mayor and City Clerk to sign the agreement. Motion carried.

Public Comment

Mayor Schafer asked for public comments.

Phil Rondy, employee, thanked the City Council for acknowledging his Fire Instructor certification.

Mayor Schafer asked for additional business to come before the City Council. None was offered.

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

The meeting adjourned at 7:45pm.

Barbara Fandell, City Clerk-Treasurer

**CITY OF ITHACA
CITY COUNCIL MEETING
November 19, 2019
7:00 PM**

The regular meeting of the City of Ithaca City Council, held at 129 W. Emerson Street, Ithaca, Michigan, was called to order by Mayor Schafer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Mayor Schafer gave the invocation.

Present were Mayor Alice Schafer and Councilpersons James Andrew, Brett Baublitz, Scott Gray, James Gruesbeck, Clark Hubbard, Rick Koppleberger and Student Representative Dallas Conn. Staff present were City Manager Jamey Conn and Clerk-Treasurer Barbara Fandell.

Absent was Attorney Jefferson Arnold.

Audience in attendance was Rob & Lexi Endter, Jeff Markstrom, Aaron Wendzel, Lisa Sinko, Lizzie Barden, Debbie Andrew and Bob Garland.

Moved by Koppleberger, second by Gray to approve the minutes of the regular meeting held November 5, 2019. Motion carried.

Mayor Schafer asked for Items to be removed from the Consent Agenda; there were none. Moved by Andrew, second by Baublitz to approve the Agenda including the Consent Agenda. Motion carried.

Clerk-Treasurer Fandell administered the Oath of Office to elected Mayor Alice Schafer.

Clerk-Treasurer Fandell administered the Oath of Office to elected Councilpersons James Andrew, Brett Baublitz and James Gruesbeck.

The City Council discuss the Mayor Pro-tempore position appointment. Moved by Hubbard, second by Gray to appoint Rick Koppleberger as the Mayor Pro-tempore for the term ending November 16, 2021. Motion carried.

Public Comment

Mayor Schafer thanked the City Council for serving the citizens of Ithaca. Mayor Schafer asked for public comments.

Ms. Lizzie Barden introduced herself as a student from Mrs. Van DeWeghe's financial literacy class. Mayor Schafer thanked her for her attendance.

Consent Agenda

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

- **Ithaca Unit Police report for October 2019.**
- **City Manager report from new City Manager Jamey Conn. He updated Council on his first week in the position and meet/greets with staff, including the fire department personnel. He provided updates on the DDA informational meeting, AT&T Tower Lease agreements, Police Services Agreement and signing completion, visits to Ellen's Equipment and JLube (with DDA Coordinator Shelly Moffit and Chamber Director Brendan Kelley), Greater Gratiot Development meeting and Gemini Capital Management development project downtown and request for assistance in finding potential businesses to fill the commercial spaces.**
- **Approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended for payment: Accounts Payable Checks #46095-46159, Grant Program Check #1209 and Payroll Checks #15609-15621, DD1458-DD1463, EFT #1013-1018 as listed in the Check Register Book.**

Motion carried by Roll Call Vote:

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

Nos: (0) None

Absent: (0) None

Committee Reports

Student Representative Dallas Conn reported that it was a busy week with exams and the end of the trimester. Fall sports are all done and basketball, bowling and other winter sports will begin soon. The production is holding rehearsals and overall, everything is going well.

Mayor Schafer reported the Committee of the Whole met for its work session prior to the Council meeting and discussed a request received from Brandon Smith (employee) to cut the dead ash trees out of the woods on the

south end of McNabb Park. There are several dead and fallen trees in the woods and he would clean it up on his own time with his own equipment; some would be kept and the rest he would be cutting to sell. The Committee recommends granting permission as long as a liability waiver is signed and with the understanding that other requests would be treated the same. The Committee also reviewed the SAW Grant report as prepared and presented by Aaron Wendzel of Rowe PSC. The Council will review the Asset Management Plan and take the week to make additional comments or edits on the plan. Members are to send any comments to the City Manager by Friday. The Committee recommends presenting the final report for approval at the December 3, 2019 meeting.

Moved by Gray, second by Hubbard to grant permission to Brandon Smith to cut, clean up the dead woods at the south end of McNabb Park and take it on his own time, using his own equipment upon signing a liability waiver. Motion carried.

Department Reports

Lt. Roy McCollum reported the quarterly numbers and staffing for the Ithaca Unit. The night shift will be staffed by Officers Swan and Sewell and the day shift by Officers Vidal and Weslock. We have consistency with the staffing now and he will be sending the day officers to the school liaison training program. The department is maintaining the business inspections and officers are performing a lot of them on foot. Lt. McCollum shared that the department is doing a “No Shave November” campaign to raise money for St Jude’s Hospital and Gratiot Child Advocacy. The Council shared with the Lt. that Sheriff Morris requested to not place the “Ithaca Unit” decals on the new cars but to use magnetic ones if the Council would still like them branded. The Council has no objection to leaving the decals off and magnetic ones are not needed either.

Moved by Hubbard, second by Baublitz to approve the Ithaca Unit Quarter report. Motion carried.

City Manager Conn introduced himself to the audience and thanked the city staff for welcoming him and helping with his first week. He was able to meet almost everyone on staff. His first day, he attended the Veterans Day ceremony and enjoyed the presentation and community members. He said his first week was full of a lot of meetings and introductions/welcomes from new colleagues and old friends. Ms. Fandell is transitioning the position and work well.

Clerk-Treasurer Fandell shared that the City Manager’s open house has been scheduled for Tuesday, November 26, 2019 from 9:00am-11:00am. Invitations would be going out the next day.

New Business

Clerk-Treasurer Fandell presented the annual meeting dates for the City Council, Planning Commission, Downtown Development Authority and Zoning Board of Appeals meetings for approval. The prospective boards have not yet approved the schedules, however should there be a change, the Council can make adjustments if needed. She did not anticipate any changes as meeting dates were adjusted to accommodate holidays.

Moved by Andrew, second by Hubbard to approve the Annual meeting dates for the City Council, Planning Commission, Downtown Development Authority and Zoning Board of Appeals for 2020. Motion carried.

Old Business

Mayor Shafer noted the open positions for the Zoning Board of Appeals and Clerk Fandell added that the Board of Review will need a new member as Kevin Twardy has changed residence outside of the City so he no longer qualifies to hold the position.

Public Comment

Mayor Schafer asked for public comments.

Bob Garland of ZFS Ithaca LLC invited the City Council to take a tour of the facility when it would be convenient for them. Mayor Shafer thanked him on behalf of the Council and arrangements will be made.

Mayor Schafer asked for additional business to come before the City Council. None was offered.

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

The meeting adjourned at 7:30pm.

Barbara Fandell, City Clerk-Treasurer

**CITY OF ITHACA
CITY COUNCIL MEETING
December 3 2019
7:00 PM**

The regular meeting of the City of Ithaca City Council, held at 129 W. Emerson Street, Ithaca, Michigan, was called to order by Mayor Schafer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Mayor Protém Koppleberger gave the invocation.

Present were Mayor Alice Schafer and Councilpersons James Andrew, Brett Baublitz, Scott Gray, James Gruesbeck, Clark Hubbard and Rick Koppleberger. Staff present were City Manager Jamey Conn and Clerk-Treasurer Barbara Fandell.

Absent was Attorney Jefferson Arnold.

Audience in attendance was Aaron Wendzel, Sean Beckman and George Bailey.

Moved by Koppleberger, second by Hubbard to approve the minutes of the regular meeting held November 19, 2019. Motion carried.

Mayor Schafer added item 9B, Michigan Liquor Control Commission Letter #RID861035. She asked for Items to be removed from the Consent Agenda; there were none. Moved by Grey, second by Hubbard to approve the amended Agenda including the Consent Agenda. Motion carried.

Public Comment

Mayor Schafer asked for public comments. None were offered.

Consent Agenda

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

- **City Manager report which included updates on IPC and Christmas event, Gemini Capital Management downtown development project, Rosewood water service, Meadow Lane Estates storage units, school millage project, meetings: ZFS, Fire-Rescue budget with township, Health insurance, watermain break and AT&T lease amendments.**
- **Claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended for payment: Accounts Payable Checks #46160-46184 and Payroll Checks #15622-15636, DD1464-DD1470, EFT #1019-1025 as listed in the Check Register Book.**
- **Correspondence received: GGDI and Gratiot Chamber Board minutes; IPC Christmas flyer**

Motion carried by Roll Call Vote:

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

Nos: (0) None

Absent: (0) None

Committee Reports

Mayor Schafer reported the Committee of the Whole met to review the 2018-19 Fiscal Year Audit as presented by Christina Schaub of Roslund, Prestage and Company. The audit continues to receive the highest level of assurance from the independent auditor. The Committee also discussed, at the recommendation of the City Treasurer, the fund balance for the City and assigning a portion for pension unfunded liability for future reports. The Committee further discussed some street issues with Commerce Drive and Serenity Drive and the City Manager will research solutions and bring back for review.

Moved by Koppleberger, second by Gray to approve the 2018-2019 Fiscal Year Audit and place on file with the State of Michigan. Motion carried.

City Manager Comments

City Manager Conn informed the Council that the ZFS tour would be January 21, 2020 with a 5:30pm departure and that he and some of the department heads met with ZFS earlier in the week to discuss the construction and plant update. He reported that he, Director Studt and Treasurer Fandell met with Rowe PSC and met the new Project Manager Sean Beckman who is replacing Steve Clark. A review of approved projects and timelines was done as was a discussion on the lagoon levels. Mr. Beckman shared that some of the issues are weather, however the MDOT Center Street and cross connection issues should be evaluated to try and alleviate some of the water during the heavy rains. Lastly, he reported that the high school band would like an inside space to play during the IPC Christmas event but there are already carolers in the Hearthstone Oven. It was suggested to place them in the Community Center with Santa. Clerk-Treasurer Fandell asked if Council would like to do a parade entry this year, they respectfully declined due to scheduling conflicts.

New Business

Aaron Wendzel, Rowe PSC, introduced Sean Beckman who is the new Project Manager and contact for the City. Sean shared some background information and is looking forward to working with the City. Mr. Wendzel presented the SAW Grant final Asset Management Plan with the requested updates for the 20-year plan figures and gave a project overview. He explained that once approved, a summary version of the report will be compiled, as EGLE does not want the full report, and sent to EGLE with the Certificate of Project Completeness.

Moved by Gray, second by Baublitz to approve the SAW Grant Asset Management Plan and authorize the City Manager to sign the Certificate of Project Completeness once the summary is received and reviewed. Motion carried.

Clerk-Treasurer Fandell presented the Michigan Liquor Control Commission letter for licensing at 101 E. Center Street #RID861035 for review. There were no comments to submit to the State of Michigan.

Mayor Schafer asked to schedule the annual strategic planning and goal session. The meeting was set for January 22, 2020 at 5:30pm. Department Heads are requested to attend.

Mayor Schafer asked to schedule the annual Employee Appreciation meeting. The meeting was set for January 8, 2020 at 6:00pm. All employees, including Boards and Commissions are to be invited to attend.

She reminded Council of the upcoming Ribbon Cutting for JLube and the Public Safety Committee pre-budget meeting for the Fire/Rescue department. She further inquired of Council if it was their desire for Clerk-Treasurer Fandell to continue as interim manager for training/consulting during the transition period as previously approved for new Manager. General consensus for her to continue on for a while longer.

Old Business

Mayor Schafer noted that there are still board seats to be filled.

Public Comment

Mayor Schafer asked for public comments.

County Commissioner George Bailey reported that the County is doing well financially and organizationally. The storm Sunday took down several trees around the courthouse, Jailer Joe Vozar, with the Sheriff's approval, is allowing the inmates to help with clean up, shovel snow and do light maintenance around the grounds as well. The county is getting ready for its annual audit and Chris Oosterhoff has done a great job with the finances. The County formerly had six material comments and Mr. Oosterhoff has eliminated most if not all of them. The County is now in a position to give employees a wage increase this year, paid down its OPEB by \$500,000, put \$700,000 into its pension unfunded liability and is recovering while paying down debt. By 2028, the pension debt should be paid and construction of a new jail will begin without going to the taxpayers for additional funding.

Mayor Schafer asked for additional business to come before the City Council. None was offered.

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

The meeting adjourned at 7:40pm.

Barbara Fandell, City Clerk-Treasurer

**CITY OF ITHACA
CITY COUNCIL MEETING
December 17, 2019
7:00 PM**

The regular meeting of the City of Ithaca City Council, held at 129 W. Emerson Street, Ithaca, Michigan, was called to order by Mayor Schafer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Mayor Schafer gave the invocation.

Present were Mayor Alice Schafer and Councilpersons James Andrew, Brett Baublitz, Scott Gray, James Gruesbeck, Clark Hubbard and Rick Koppleberger. Staff present were Attorney Jefferson Arnold, City Manager Jamey Conn and Clerk-Treasurer Barbara Fandell.

Audience in attendance was none.

Moved by Gray, second by Andrew to approve the minutes of the regular meeting held December 3, 2019. Motion carried.

Mayor Schafer asked for Items to be removed from the Consent Agenda; there were none. Moved by Koppleberger, second by Baublitz to approve the amended Agenda including the Consent Agenda. Motion carried.

Public Comment

Mayor Schafer asked for public comments. None were offered.

Consent Agenda

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

- **Public Safety Committee report which the Fire/Rescue pre-budget meeting with the Townships was held. The Committee asked Treasurer Fandell to research borrowing funds for the purchase of the airpaks, bottles and radios. The Committee and townships would like to research a Fire Authority option and will meet on 1/9/20 for an organizational meeting.**
- **Ithaca Unit report for November 2019.**
- **City Manager report which included updates on the SAW grant filing, IPC and Christmas event, ZFS, Fire-Rescue budget with township, MML Risk Management visit, United Way campaign Centennial Group health insurance and MERS employee meetings. DDA, Planning Commission and ZBA updates, (Mid-Michigan Health sign variance, Gemini Capital Management site plan review for 105-115 E. Center, Kimmel Propane site plan review) and E. St. Charles Road potential property development.**
- **Claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended for payment: Accounts Payable Checks #46185-46231, Grant Program Checks 1210-1211 and Payroll Checks #15637-15648, DD1471-DD1477, EFT #1026-1031 as listed in the Check Register Book.**

Motion carried by Roll Call Vote:

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

Nos: (0) None

Absent: (0) None

Committee Reports

There were no additional committee reports.

City Manager Comments

City Manager Conn updated the Council that he notified Scott Kimmel that the new road would not be developed. Manager Conn had Director Studt obtain quotes to extend Commerce Drive for an additional access to the property. The cost for a gravel extension would be between \$11,000-\$18,000 and the cost of the survey. The estimated additional tax revenue for the construction would be \$5,700 annually. Director Studt said maintenance for the extension would be minimal and Manager Conn stated that the reason for the dual access is so Mr. Kimmel can build on the west side of the property where it is higher and away from the propane tanks. Manager Conn asked the Council for permission to discuss the extension with Mr. Kimmel. Councilperson Gruesbeck stated that if the City were to extend, it would need a time line placed in for construction start/finish. Clerk-Treasurer Fandell added that it should also include that it be put back into the new condition after the construction is complete at Kimmel's cost. The City Council granted permission for Manager Conn to discuss with Mr. Kimmel and draw up the contract if agreed. Attorney Arnold stated he could draw it up by December 30, 2019.

Manager Conn also met with parties on the development of the seventeen acres on N. Pine River/St. Charles Road for a housing development. The parties remember that the City put in the watermain for the church and that the church may have paid for the install. Manager Conn stated he needed to do more research but would

like any information the Council may remember. Discussion was held and offerings for research follow up were given.

New Business

Clerk Treasurer Fandell presented the Poverty Exemption Policy and Guidelines and Application as submitted by Assessor Hunter for approval. The application has some added requirements for document submission and proof when filing.

Moved by Gray, second by Koppleberger to approve the Poverty Exemption Policy and Guidelines and Application for 2019 as submitted by Assessor Hunter. Motion carried.

Old Business

Mayor Schafer noted that there are still board seats to be filled. Clerk-Treasurer Fandell shared with the Council that she received an email from Tracey Cordes who had interest in the Zoning Board of Appeals but she did not meet the residency requirement. She did recommend she consider the Planning Commission or DDA. Ms. Fandell also received a recommendation from Dean Parling to contact Larry Ringle to serve on the Board of Review. He spoke with him and there may be interest. Councilperson Gruesbeck also talked with Mr. Ringle; Clerk Fandell will follow up with Mr. Ringle to see if he would like to serve.

Public Comment

Mayor Schafer asked for public comments.

Councilperson Andrew shared that he received a promotion to Sergeant effective January 5, 2020. He will be supervising a team of six deputies. His promotion will not affect his service as a City Councilperson and the Sheriff has agreed to this also.

Mayor Schafer asked for additional business to come before the City Council. None was offered.

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

The meeting adjourned at 7:35pm.

Barbara Fandell, City Clerk-Treasurer