

CITY OF ITHACA
CITY COUNCIL MEETING
January 5, 2016
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 Palmer at 7:00pm and followed by the Pledge of Allegiance to the Flag. Councilperson Schafer gave the invocation.

Present were Mayor Tim Palmer and Councilpersons James Gruesbeck, Brian Henderson, Rick Koppleberger, Trevor Paradise, Alice Schafer, Cathy Timmons and Attorney Jefferson Arnold. Staff present was City Manager Chris A. Yonker and Clerk-Treasurer Barbara Fandell.

Audience in attendance was none.

Moved by Henderson, second by Koppleberger to approve the minutes of the meeting held December 15, 2015. Motion carried.

Public Comment

Mayor Palmer asked to receive public comments. None were offered.

Committee Reports

Councilperson Schafer reported the Ways and Means Committee met to review the refinancing of the 2007 bonds. The City's financial advisor, Tom Traciak was present and reviewed the current position of the bonds and process with the committee. The estimated cost to refinance is e\$60,000 but the net savings is estimated at between \$240,000 and \$325,000. It will take about two months to do the sale and it will require our bond counsel and an underwriter. In addition, we will have to have a new rating from a rating agency. Clerk-Treasurer reviewed the qualifications of the Underwriters who responded to the RFQ requested. She and City Manager Yonker recommend using Robert W. Baird Company as it best fits our community, their experience in negotiated sales of our size have proven very successful and reference checks were very positive.

Councilperson Schafer said the committee recommends moving forward with the refinancing and using Tom Traciak of Umbaugh as our financial advisor, Thomas Colis of Miller Canfield for counsel and Warren Creamer of Robert W. Baird Company for the underwriting.

Moved by Schafer, second by Koppleberger to authorize the City Manager and City Clerk-Treasurer to move forward with the refinancing of the 2007 UTGO Bonds and secure the services of Tom Traciak of HJ Umbaugh Inc as financial advisor, Thomas Colis of Miller, Canfield, Paddock and Stone as bond counsel and Warren Creamer of Robert W. Baird Company for underwriting. Motion carried.

City Manager Report

City Manager Yonker reported the water reliability was completed and sent to the MDEQ for approval in December. He explained the study is required by state law to be completed every five years to review and project the water system out 20 to 25 years. The study includes placing a test on the system for flow and pressure. The MDEQ will make recommendations to the City on where repairs to and focus to the system should be placed. Once approved, it will be released for public viewing.

City Manager Yonker reported that Jenn Reed has been working on the website and doing several updates. There are three new calendars up showing the availability of the community center, library community room and the parks. Additional board minutes and financial information has also been uploaded. Mayor Palmer asked with the new calendars, would October 1st still be the first date for reservations for the next year. It was discussed and decided the October 1st date would be maintained.

City Manager Yonker discussed the library project payment included in the bills for approval. The payment request includes Change Order #4 which he did not receive until after the bill was placed for payment. Change Order #4 was an additional cost for locks which should be include as part of the contract and not a change order. He reported he had sent his concerns to the contractor, however no response had been received; therefore he recommended not approving the bill until a corrected one is submitted and Change Order #4 has been settled.

He further reported the Governor had yet to sign SB571, the campaign finance bill that put a 60-day gag rule on local governments with local ballot proposals prior to the date of the election. This would include factual information also. An example of what a unit could not use funds for or share with residents is the fact sheet that was produced for the sidewalk millage proposal. He did sign the bill eliminating the straight party voting on the ballot.

City Manager Yonker reported he was approached by AT&T to amend the water tower cellular agreement which would actually extend the agreement for a longer period of time at a lower rate. The Manager's listserv has been discussing them and all are seeing similar agreements and turning them down. In researching the current agreement, AT&T is not paying the right rate to the City that they should be now. If we accept the new, the City would lose \$275,000 from the current rate. AT&T is requesting a 5-year lease agreement with four 5-year renewals at \$1,800 per month. They currently pay \$2,100 per month. The new agreement would give them free reign to any amount of antennas on the towers. Councilperson Timmons said the current average is \$2,400 per month but the City opted to do the lower amount but required the safety railing and equipment to subsidize the rate. Manager Yonker said the current lease runs through September of 2018 provided the Council with a copy of the correspondence for the rejection to the offer that would be mailed if there were no objections to it. There were none. The City currently has tower agreements with AT&T, Casair and Skyweb.

Moved by Timmons, second by Paradise to receive the City Manager's report. Motion carried.

New/Old Business

City Manager Yonker said Marci Browne approached the City on behalf of downtown property owner Bill Coty who would like to donate a small parcel in the downtown to the City. He will donate the property for the cost of the City recording the deed and doing the paperwork. It is located in the back parking lot of 153 E. Center Street.

Moved by Timmons, second by Koppkeberger to accept the donation of the property addressed as 153 E. Center Street back parking lot (29-52-010-067-00), order a title search and confirm the 2015 property taxes have been paid. Attorney Arnold stated he received a copy of the title work. Motion carried.

Mayor Palmer presented Resolution 2016-01 which if approved would recognize the service of Ronald Lane to the City for the past 39 ½ years to the Ithaca Fire Department.

Moved by Gruesbeck, second by Paradise to adopt Resolution 2016-01 Recognition of Service of Ronald Lane. Motion carried.

Mayor Palmer set the following committee meetings:

- Streets and Parking for 01-19-2016 at 6:00pm to work on the Sidewalk Millage project plan.
- Public Safety/Code Enforcement for 01-19-2016 at 5:30pm to review the Code Enforcement position.
- City Council photo will be 01-19-2016 at 6:30pm

Claims, Accounts and Payroll

Moved by Schafer, second by Koppkeberger to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment with the exception of the Gerace Construction Check #42383; Accounts Payable Checks #42373-42409 and Payroll Checks #13555-13584, DD754-DD761, EFT #447-451 as listed in the Check Register Book. Motion carried.

Public Comment

Mayor Palmer asked for public comments. None were offered.

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

Moved by Henderson, second by Timmons to adjourn. Motion carried.

The meeting adjourned at 7:43pm.

Barbara Fandell, Clerk-Treasurer

Tim Palmer, Mayor

CITY OF ITHACA
CITY COUNCIL MEETING
January 19, 2016
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 Palmer at 7:00pm and followed by the Pledge of Allegiance to the Flag. Councilperson Koppleberger gave the invocation.

Present were Mayor Tim Palmer and Councilpersons James Gruesbeck, Brian Henderson, Rick Koppleberger, Trevor Paradise, Alice Schafer, Cathy Timmons and Attorney Jefferson Arnold. Staff present was City Manager Chris A. Yonker, Clerk-Treasurer Barbara Fandell, Lt. Roy McCollum and Fire Chief Dave Nelson.

Audience in attendance was none.

Moved by Koppleberger, second by Henderson to approve the minutes of the meeting held January 5, 2016. Motion carried.

Public Comment

Mayor Palmer asked to receive public comments. None were offered.

Committee Reports

Councilperson Gruesbeck reported the Public Safety/Code Enforcement Committee met to discuss code enforcement and a possible Assessor contract with the City of Clare. The current Assessor would take on the duties of the rental inspections. The Committee recommends approving the Assessor contract with the City of Clare and adding the rental inspection duties and placing an ad for a Code Enforcement officer.

Moved by Gruesbeck, second by Timmons to approve the contract with the City of Clare for Assessing services with the added duties of rental inspections and amend the budget for the additional expense. Mayor Palmer stated the new contract could start within a month. Councilperson Schafer asked if the position needed posted. Attorney Arnold confirmed that the Assessor is under contract for the service and not an employee, so it was not necessary. Motion carried.

Mayor Palmer, at the Committee's recommendation, directed the City Manager to post the Code Enforcement Officer position.

Councilperson Henderson reported the Streets and Parking Committee met regarding the Sidewalk plan as funded by the recently passed millage. The Committee recommends beginning with Zone 1 and to start construction at the end of the year with bids being let in May. It will then meet at the end of the construction to determine the next zone. Treasurer Fandell expressed concerned for the timing as funds would not be received from the millage until August and September and June is the end of the fiscal year when cash flow is at its lowest. Councilperson Timmons said the committee planned to borrow from another fund until the millage funds were received and then would pay it back.

Moved by Henderson, second by Timmons to prepare the bid package to start construction on Sidewalk Plan Zone 1 in the spring. Motion carried.

Department Reports

Lt. McCollum reported on the Ithaca Unit activity for the month of December and reviewed the year 2015 in whole. Officers are answering to gasoline drive off calls and are watching for parking in the streets during the non-parking ordinance hours. He reported the annual numbers for traffic stops, arrests, etc. were down and is attributed to the longevity and more experienced officers assigned to the City unit. The officers are dedicated to the City, policing the schools and not so much writing tickets. Officer Bussell is becoming known by name in the schools and has been a very positive influence. The officers in the unit are Cole Swan, Alex Trevino, Logan Bussell and Mark McBride.

Moved by Timmons, second by Paradise to receive the Ithaca Unit report for December and the 2015 Annual report. Motion carried.

Fire Chief Nelson reported on the quarterly activity of the Fire and Rescue Departments. The staff run attendance for the last year is up 4% on fire and 5% on rescue. He gave an update on personnel and reported that the new fire fighters were anxious to get started. The Alma Fire Department came to the December 31st, fire with the aerial truck and the camaraderie among the departments is becoming very apparent through their appreciation for each other. Chief Nelson reported that mutual aid was given eighteen times and received twenty-two during 2015. It is pretty equal between the three city departments, however it is not the same with our southern partners. The department will be starting a new program July 1st. Officers will meet with industrial and commercial business owners to help develop pre-fire plans for their business.

City Manager Yonker reported that a meeting was held with the Township Supervisors last week about the funding formula and other issues they were concerned with. After reviewing several scenarios of changes to

the formula, they have decided to keep it as is; no matter which changes were made, there are winners and losers. A positive from the discussion is all of the supervisors now have a better understanding of the formula and operations.

Mayor Palmer addressed the attendance policy and that it was set by the City Council and the Council must stand behind it for it to continue working. Chief Nelson added that he and Manager Yonker were reviewing how the standards were set. Manager Yonker shared that the City has a cap on how many personnel can be covered under the budget and if the members are not attending, we need to fill the positions to meet the needs of the department; once finalized, he will address with the departments.

Moved by Timmons, second by Henderson to receive the Fire Chief's quarterly report. Motion carried.

Mayor Palmer presented the Building Permits report as submitted by Larry Wymer. Moved by Schafer, second by Timmons to accept the fourth quarter Building Permits report. Motion carried.

City Manager Report

City Manager Yonker, in addition to his written report, reported that Joseph and Tori Baxter will be rescinding the purchase agreement for Westwind Lot #30 due to the contractor costs and bank loan not being able to be secured. They are still planning to buy in town and will revisit construction in a couple of years. He updated Council on the Rural Task Force funding for the W. Center Street two blocks project. The City was able to get an additional \$38,000 toward the construction and he has discussed the soil borings with Rowe to avoid the issues from the Main Street project. Manager Yonker reported that notice was received from MDEQ that the IPP Monitoring and Pretreatment programs have been approved. Director Studt and his staff did a lot of work on the program and did a very good job.

Moved by Timmons, second by Paradise to receive the City Manager's report. Motion carried.

New/Old Business

Clerk-Treasurer Fandell presented Resolution 2016-02 for consideration. If adopted, it would authorize the issuance of the bonds to be refinanced. She informed Council that the engagement letters for the Bond Counsel, Miller Canfield and the Underwriter, Robert L. Baird have been signed as previously authorized. Manager Yonker stated the City should see some favorable rates with the way the market is reporting.

Moved by Timmons, second by Koppleberger to adopt Resolution 2016-02 authorizing Issuance of 2016 General Obligation Unlimited Tax Refunding Bonds. The motion carried with the Roll Call vote:

Ayes: (7) Henderson, Koppleberger, Paradise, Schafer, Timmons, Gruesbeck, Palmer

Nays: (0) None

Absent: (0) None

Abstain: (0) None

Clerk-Treasurer Fandell presented Resolution 2016-03 for consideration. The resolution would approve the restatement of the Security Benefit 457 Plan document as required to comply with IRS regulatory changes. The existing plan provisions have been mapped into the new documents and have been reviewed for accuracy.

Moved by Henderson, second by Paradise to adopt Resolution 2016-03 Adoption Agreement of Eligible Governmental 457 Plan with Security Benefits. Motion Carried.

Mayor Palmer presented a Proclamation for Random Acts of Kindness Week for the City of Ithaca. If adopted, it will be presented to Sue Meier and her Kindergarten class at the next Council meeting.

Moved by Timmons, second by Henderson to adopt the Proclamation for Random Acts of Kindness Week in the City of Ithaca. Motion carried.

Mayor Palmer set the following committee meetings:

- Public Safety for 01-26-2016 at 4:00pm to review the 2016-17 FY Fire/Rescue budget.
- Public Safety for 02-02-2016 at 7:45pm to review the 2016-17 FY Fire/Rescue budget with the contracted townships.
- City Council photo will be 02-02-2016 at 6:30pm

Claims, Accounts and Payroll

Moved by Schafer, second by Paradise to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment with the exception of the Gerace Construction Check #42383; Accounts Payable Checks #42410-42453, Water/Sewer Debt #1039-1040 and Payroll Checks #13585-13597, DD762-DD767, EFT #452-455 as listed in the Check Register Book. Motion carried.

Public Comment

Mayor Palmer asked for public comments. None were offered.

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

Moved by Henderson, second by Timmons to adjourn. Motion carried.

The meeting adjourned at 8:03pm.

Barbara Fandell, Clerk-Treasurer

Tim Palmer, Mayor

**CITY OF ITHACA
CITY COUNCIL MEETING
February 2, 2016
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 Palmer at 7:00pm and followed by the Pledge of Allegiance to the Flag. Councilperson Schafer gave the invocation.

Present were Mayor Tim Palmer and Councilpersons James Gruesbeck, Brian Henderson, Rick Koppleberger, Trevor Paradise, Alice Schafer, Cathy Timmons and Attorney Jefferson Arnold. Staff present was City Manager Chris A. Yonker and Clerk-Treasurer Barbara Fandell.

Audience in attendance was Dave Nelson, Sue Meier, her kindergarten class and parents and David Kanine.

Moved by Henderson, second by Paradise to approve the minutes of the meeting held January 19, 2016. Motion carried.

Mrs. Sue Meier introduced her kindergarten class and the children presented their program on Random Acts of Kindness and shared the projects with the Council and the audience. Some of the projects included Books for Babies, Birthday Cakes, Bag decorating for Meals on Wheels, Be Kind posters and the traveling bee.

Mayor Palmer presented Mrs. Meier and students with a Proclamation for Random Acts of Kindness Week and Kindness Day. He thanked them for the wonderful program and projects they are doing to make Ithaca a kinder City.

Public Comment

Mayor Palmer asked to receive public comments. None were offered.

Committee Reports

Councilperson Gruesbeck reported the Public Safety/Code Committee met to review the 2016-17 fiscal year budget for the Fire and Rescue Departments. The budget will be presented to the partnering townships for review. No action required at this time.

Councilperson Schafer reported that plans for the Library Open House and the donor wall have begun. They are looking at a date in May and board is working with a local artist on the donor wall design.

Department Reports

Clerk-Treasurer Fandell reported the financial and investment reports for the quarter and the department's activity. An update on rates and new institutions was discussed.

Moved by Timmons, second by Paradise to receive the December 2015 Financial and Investment Reports and place on file for audit. Motion carried.

City Manager Report

City Manager Yonker presented a schedule for the bond refunding and updated Council on the process. The Official Statement is currently being reviewed and the bond rating call with Moody's, Inc has been scheduled for February 11, 2016. He reported that he and Treasurer Fandell will be on the call with the analyst and our financial advisors, however the advisors do not participate. New estimates are showing higher savings than previously reported.

City Manager Yonker updated Council on SB571 and a new bill being sponsored by Representative Andy Schor to repeal the "gag order" portion of the newly enacted law. This bill deletes the entire section as compared to Representative Lyons bill which amends portions of it. He reported that in a discussion with Representative Leonard, he said is supporting the Lyons amendment and Manager Yonker shared that wasn't our position.

Manager Yonker reported that the lead and copper levels from our water testing show non-detected. This is from data test in ten location over a three year period. Our water and system is clean. He informed Council of another bill being introduced that would require us to test a public school and the drinking water from a faucet at the school. This is another unfunded mandate, and though we are not against testing, it would be a new requirement for more test at more cost to the city and places the burden when we have been doing everything right. The schools can test any time they want currently, and the bill doesn't set how often or how many faucets would be required for testing. He further reported the Emergency Manager for the Detroit Public Schools has resigned.

Manager Yonker's written report included updates on the Assessor's position, Code Officer position, the Michigan Main Street Program, Fire and Rescue budgets, Zeeland Farm Services project, GREAT Master Plan, the Library Basement project completed construction, Rosewood Adult Foster Care sewer connection, The Employee appreciation dinner, Good Morning Gratiot business awards, Chamber annual dinner and the passing of City Manager Michael Young of Rockford.

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

New/Old Business

Councilperson Timmons stated she talked with Manager Yonker on a blight issue next to the South Elementary school on the west side. The yard has appliances, freezers, etc in the backyard that can be seen from the parking lot. Manager Yonker will investigate.

Manager Yonker presented Library Basement Renovation Project Change Order #4. He performed the walk through with the architect and contractor and reviewed the punch list. Change Order #4 has been revised and it was to cover the removal and repainting in an area of the basement that had to be done do to some unforeseen issues with the vapor barrier removal. He recommended its approval and the voiding of the payment being held as a new bill will be submitted.

Moved by Schafer, second by Timmons to approve Library Basement Renovation Project Change Order #4 in the amount of \$600.00 for Gerace Construction. Motion carried.

Claims, Accounts and Payroll

Moved by Schafer, 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 with the exception of the Gerace Construction Check #42383 which is to be voided; Accounts Payable Checks #42498-42540 and Payroll Checks #13598-13639, DD768-DD775, EFT #456-460 as listed in the Check Register Book. Motion carried.

Mayor Palmer set the following committee meetings:

- Streets and Parking for 02-09-2016 at 5:30pm to discuss food trucks.
- Cemetery and Parks for 02-09-2016 at 6:00pm to discuss horse boarding in McNabb Park

Public Comment

Mayor Palmer asked for public comments. None were offered.

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

Moved by Timmons, second by Paradise to adjourn. Motion carried.

The meeting adjourned at 7:46pm.

Barbara Fandell, Clerk-Treasurer

Tim Palmer, Mayor

**CITY OF ITHACA
CITY COUNCIL MEETING
February 16, 2016
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 Palmer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Councilperson Koppleberger gave the invocation.

Present were Mayor Tim Palmer and Councilpersons James Gruesbeck, Brian Henderson, Rick Koppleberger, Alice Schafer, Cathy Timmons and Attorney Jefferson Arnold. Staff present was City Manager Chris A. Yonker and Deputy Clerk Cathy Cameron.

Absent was Councilperson Trevor Paradise.

Audience in attendance was Seth Wolfe.

Moved by Henderson, second by Timmons to approve the minutes of the meeting held February 2, 2016. Motion carried.

Public Comment

Mayor Palmer asked to receive public comments.

Seth Wolfe, of the Gratiot Agricultural Society (GAS), requested approval for the following events to be held at the Fairgrounds: a Twilight Pleasure Horse Show on June 3rd, July 22nd & August 12th, a GAS Horse Show May 7th, a GAS Neon Run (using the harness race track) on June 25th; and a fireworks display during fair week. GAS is requesting the fee for these events be waived and in lieu of the fees they will provide maintenance on the horse barn at the south end of the fairgrounds.

Mayor Palmer stated that the contract with GAS allows for a number of special events per year and requested the Clerk to email the contract to the Council for review. Councilperson Timmons suggested that an event form be filled out for each event and returned to the Manager for review at the next Council meeting. Mayor Palmer asked Mr. Wolfe to provide the City with a list of the maintenance items that they will be doing to the barn for the waiver of fees. Councilperson Timmons requested that before and after pictures be provided to the City Council to show the progress and final improvements.

Committee Reports

Councilperson Henderson reported the Streets and Parking Committee met to discuss mobile food vendors and the need for the City to create an ordinance and fee structure. Manager Yonker informed Council that he has sent an inquiry through the Manager's Listserve and to other communities our size for reference. The Committee had no recommendations at this time, as more research is to be done with a draft ordinance prepared for review by the Committee. Councilperson Henderson stated the timeline for an ordinance to be in place should be prior to the summer months.

Councilperson Timmons reported the Cemetery and Parks Committee met to discuss horse boarding at McNabb Park and future plans for the park. The Committee recommends to discontinue horse boarding and give the current tenants until May 31, 2016 to remove the horses and all of their belongings.

Moved by Timmons, second by Henderson to discontinue horse boarding at McNabb Park effective May 31, 2016 and have the Manager send a notification to the current tenants. Motion carried.

The Committee further recommends meeting with Rowe to discuss options for McNabb Park. Manager Yonker stated that a master plan for the park was in development a few years ago but was put on hold so Rowe could update the 5-Year City Park & Recreation Master Plan. Rowe has three options detailing a summary and layout of each with a rough cost estimate. Mayor Palmer requested Manager Yonker contact Steve Clark with Rowe for a date when he can meet with the Committee for a presentation of the McNabb Park Master Plan for final review and discussion.

Councilperson Gruesbeck reported the Public Safety/Code Enforcement Committee met to review the 2016/2017 fiscal year budget for Fire and Rescue with the contracted townships. The Township Supervisors unanimously approved the budget as proposed.

Councilperson Gruesbeck further reported that he attended the Senior Activity Center Board Meeting and presented the financial report and minutes from the last meeting for review.

Department Reports

Mayor Palmer noted receipt of the Sheriff Department's Ithaca Unit Report and asked for discussion; none was offered. Moved by Henderson, second by Timmons to receive the Ithaca Unit report for January 2016. Motion carried.

City Manager's Report

City Manager Yonker reported that he attended the Michigan Local Government Management Association's annual Winter Training Institute. Prior to his death, MLGMA President Michael Young had made his selection for Committee assignments, appointing Manager Yonker to serve on the Ethics Committee. Manager Yonker reported that he will be attending a quarterly meeting of the Michigan Green Communities program. He has been a member since it was established in 2009 and was just reappointed by MML. He stated the intent is to challenge communities to participate and promote green building practices and energy conservation. He updated Council on the continued bond rating process, with the City hoping to receive an excellent bond rating from Moody's Investment Service in Chicago.

Manager Yonker presented an ongoing request by Mike Mates for the City to make improvements to the storm sewer line on property containing his storage unit facility, with the City covering most or all of the financial costs for doing so. Manager Yonker stated that it is not the City's obligation to handle stormwater from private property. Council held discussion on the matter without coming to a final direction for staff to take back to Mr. Mates.

Manager Yonker's written report included updates on the Michigan Main Street Associate Level program, the GREAT Countywide Master Plan update, creation of a Zoning Board of Appeals, review of problem areas in the zoning code, and Rosewood Adult Foster Care facility's request for sanitary sewer services.

Moved by Gruesbeck, second by Timmons to receive the City Manager's report. Motion carried.

New/Old Business

Mayor Palmer presented Resolution 2016-03: Supporting a Joint Planning Process for the update of the GREAT Countywide Master Plan. Manager Yonker stated that this a 5-year review that is required by state statute under the new Planning Enabling Act. This Resolution expresses the City's willingness to be a part of the countywide collaborative planning process. Each jurisdiction will be responsible for a proportional part of the overall planning costs based on a rate of \$1 per real property parcel; the City of Ithaca's cost share would be approximately \$1,423. Councilperson Schafer inquired if there will be additional cost for the Ithaca Appendix. Manager Yonker acknowledged that there would, and stated that he would bring any additional cost proposal to the Council before proceeding.

Moved by Henderson, second by Schafer to adopt Resolution 2016-03: Supporting a Joint Planning Process for the update of the GREAT Countywide Master Plan. Motion carried.

Councilperson Timmons reported that there will be a meeting this Thursday at 10:00 a.m. to review the changes to the one-way streets, parking & parent drop-off & pickup at North Elementary School. The meeting will include the Sheriff Wright and Lt. McCollum, as well as the Principal and facility maintenance director as representatives from the School District. The School has requested that the "no parking at any time" zones along the yellow curbs be enforced by law enforcement.

Mayor Palmer requested that the Council be updated on outstanding invoices and payments from CASAIR and its subcontractor, at the next council meeting.

Claims, Accounts and Payroll

Moved by Schafer, second by Paradise 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 #42498-42540, and Payroll Checks #13598-13639, DD768-DD775, EFT #456-460 as listed in the Check Register Book. Motion carried.

Public Comment

Mayor Palmer asked for public comments. None were offered.

Mayor Palmer asked for any additional business to come before the City Council.

Councilperson Schafer referred to an article in the Foster Swift magazine about social media and how cities should have a policy regarding what information is placed on their websites and Facebook pages.

Moved by Henderson, second by Timmons to adjourn. Motion carried.

The meeting adjourned at 8:07 p.m.

Cathy Cameron, Deputy Clerk

Tim Palmer, Mayor

**CITY OF ITHACA
CITY COUNCIL MEETING**

March 1, 2016

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 Palmer at 7:00pm and followed by the Pledge of Allegiance to the Flag. Councilperson Schafer gave the invocation.

Present were Mayor Tim Palmer and Councilpersons James Gruesbeck, Brian Henderson, Rick Koppleberger, Trevor Paradise and Alice Schafer. Staff present was City Manager Chris A. Yonker, DPW Director Bob Studt (via Facetime) and Clerk-Treasurer Barbara Fandell.

Absent was Councilperson Cathy Timmons and Attorney Jefferson Arnold.

Audience in attendance was Seth Wolfe and Dan Kitchen.

Moved by Koppleberger, second by Paradise to approve the minutes of the meeting held February 2, 2016. Motion carried.

Public Comment

Mayor Palmer asked to receive public comments.

Seth Wolfe of Gratiot Agricultural Society (G.A.S.) inquired on approval of a fireworks display during fair week. Mayor Palmer acknowledged his request and ask that it be addressed in the Parks Committee report.

Committee Reports

Councilperson Schafer reported the Cemetery and Parks Committee met to review the McNabb Park master plan as presented by Rowe Professional Services. The City had contracted with Rowe for help on redevelopment of the park. Steve Clark, from Rowe, attended the meeting and reviewed the progress, history and next steps with the committee. The committee prioritized the eight identified items presented in the plan and Steve will be putting cost estimates to them for further committee review. The committee will meet again on March 22, 2016 to review the results. City Manager Yonker updated on the progress since the committee had met and the restroom with no showers is running about \$400 per square foot.

Councilperson Schafer reported that the Committee also reviewed the Park reservation forms submitted by G.A.S. for use of the park for Twilight Horse Shows, a GAS Horse Show, a Neon run and Fireworks display. G.A.S. is requesting all fees be waived in return for work being done on the barns as allowed by the agreement between them and the City. The forms were incomplete so the City Manager will follow up with G.A.S to complete them and the Committee requested a written format of the repairs to be made and before/after photos. Once received and if done as agreed, the Committee recommends waiving the fees for the events.

Moved by Henderson, second by Koppleberger to approve the Gratiot Agricultural Society event dates of June 3rd, July 22, and August 12th for Twilight Horse Shows, May 7th for a GAS Horse Show and June 25th for a Neon 5K Run; with a waiver of fees contingent on completion of the work to the barn and photo submission as requested. Motion carried.

Moved by Henderson, second by Paradise to approve the Gratiot Agricultural Society event date of June 26, 2016 for a Fireworks display contingent on all required permits and insurance documents being filed with the City prior to the event; with a waiver of fees contingent on completion of the work to the barn and photo submission as requested. Motion carried.

Councilperson Schafer informed Mr. Wolfe that a form needs to be filled out for the Pig/Calf Scramble as one had not been to date.

Councilperson Schafer reported that the Library Board met to discuss the open house and the date has been set for May 2, 2016. Steve Hawkes is the local artist working on the donor wall. The letters that used to be on the outside of the building before the construction seem to be lost and the Board would like to have them placed back on. City Manager Yonker will look into it. The Board discussed the rental of the basement for the ischool. ~~The can use it for tutoring, but cannot conduct classes there.~~ They can use it for tutoring and to conduct classes if rented, but are not allowed to conduct classes in the library proper. The next meeting will be March 9, 2016.

City Manager Report

City Manager Yonker updated the Council on the bond refinancing. The sale went very well and closing will be toward the end of March. The estimated savings of \$350,000 turned out to be a savings to city taxpayers

of \$449,540! Once the sale is closed, the purchasers can be disclosed, but as of now we know of two local banks that were able to secure some the refinanced bonds. Councilperson Schafer asked if the savings were net of costs and Manager Yonker confirmed.

City Manager Yonker reported that the Rotary has moved to the Library Community room for its weekly meetings and informed Council that he and Chief Nelson met with the City of Alma and he in addition met with City Managers Moore and Giles, on the possibility of doing some joint fire service among the cities. Alma is our best partner due to proximity. The discussion were on joint equipment purchases, training, etc and are only discussion at this point. He updated Council on the City Assessor position, Code Enforcement position, the county-wide Master plan, the Zoning Board of Appeals status, Rosewood AFC sewer issue, Mike Mates storm sewer request and the North School traffic/parking changes.

Moved by Henderson, second by Paradise to receive the City Manager's report. Motion carried.

New/Old Business

Mr. Dan Kitchen of Suez/Utility Service Group gave a presentation on a Water Well Maintenance Services Program for the City's wells. The company has the second largest water well maintenance program in North America and it assumes the risk of the pumps and quality results. He reviewed the proposal and cost of the program. The cost is for three wells and the fourth well will start at a lower fee once it is online. Mayor Palmer asked what the repair response and down time could be added to the contract. Mr. Kitchen said that it could be, but could not be an exact time. Director Studt explained that it would depend on the availability of the parts needed. Mr. Kitchen added that the standard procedure is Suez would bring in a pump, replace the bad, take it back and rebuild it; worst case scenario, estimated two weeks. Councilperson Henderson said it appears to be a good deal because the other company cleans with acid and there is no guarantee. Director Studt agreed and recommended the program. Clerk-Treasurer Fandell asked what index the 5% maximum annual increase was based on and an exact cost for the new well. Mr. Kitchen said they use a combination of factors and not a straight index. As for the new well, the cost for years 1 thru 4 would be \$2,000 and then would increase to \$6,800 est. starting in year 5. Mayor Palmer thanked Mr. Kitchen for attending and for the presentation.

Mayor Palmer stated at the last meeting the Council did not give the City Manager direction on the storm sewer drain request by Mike Mates and it needs to. Councilperson Paradise asked if Mr. Mates still wanted the City to cover the cost and what the benefit to the city would be as his expansion will cause the issue. Mayor Palmer said the request was to cover all or at least half and the benefit would not be recognized until the additional taxes exceeded the cost to change the drain. Councilperson Schafer stated it was a private property drainage issue and Councilperson Gruesbeck added that if the City was causing the issue, it would be a different situation. City Manager Yonker said that the stormwater collection system is designed to handle the drainage from the publicly owned street right of way and not private property and the addition of the fourth new building has not received approval from the Drain Commissioner.

Moved by Paradise, second by Gruesbeck to direct City Manager Yonker to communicate with Mr. Mates that the storm drain cost sharing request for 125 N. Industrial Parkway has been denied. Motion carried.

Mayor Palmer asked for an update on the Casair invoices. Clerk-Treasurer Fandell said she had been in communication with the company but they would not indicate an expected payment date. Currently they owe \$2,894.52. General consensus that if payment was not receive by the first meeting in April, the legal steps would be taken for collection.

Councilperson Koppleberger inquired if a stipend or reimbursement could be paid to four firefighters who are going to Indianapolis for a fire convention. Mayor Palmer said it could be looked into and City Manager Yonker would discuss it with Chief Nelson to see how it fit with department policy.

Claims, Accounts and Payroll

Moved by Koppleberger, second by Schafer 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 #42581-42605 and Payroll Checks #13654-13674, DD782-DD787, EFT #465-470 as listed in the Check Register Book. Motion carried.

Public Comment

Mayor Palmer asked for public comments. None were offered.

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

Moved by Henderson, second by Paradise to adjourn. Motion carried.

The meeting adjourned at 8:25pm.

**CITY OF ITHACA
CITY COUNCIL MEETING
March 15 2016
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 Palmer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Councilperson Koppleberger gave the invocation.

Present were Mayor Tim Palmer and Councilpersons James Gruesbeck, Brian Henderson, Rick Koppleberger, Alice Schafer and Cathy Timmons. Staff present was City Manager Chris A. Yonker and City Clerk-Treasurer Barbara Fandell.

Absent was Councilperson Trevor Paradise and Attorney Jefferson Arnold.

Audience in attendance was no one.

Moved by Henderson, second by Timmons to approve the minutes of the meeting held March 1, 2016. Councilperson Schafer asked for a correction to the Library Board Committee Report; last line to read: "They can use it for tutoring and to conduct classes if rented, but are not allowed to conduct classes in the library proper". Motion carried.

Public Comment

Mayor Palmer asked to receive public comments. None were offered.

Committee Reports

Councilperson Schafer reported the Library Board met to review the 2016-17 Fiscal Year budget. The Board discussed making Interim Director Hill permanent and full-time after the June evaluation date. The budget figures this into account, however the Board will come back to the City Council with a full recommendation on the position before July.

Department Reports

Mayor Palmer noted receipt of the Sheriff Department's Ithaca Unit Report and asked for discussion. Councilperson Schafer noted an incident involving two pit bulls, being walked by their owners that attacked a St. Bernard that had gotten loose and approached the dogs. The incident was on private property and the dog is okay. Discussing ensued on dangerous dogs.

Moved by Timmons, second by Henderson to receive the Ithaca Unit report for February 2016. Motion carried.

City Manager's Report

City Manager Yonker reported that he and Jennifer Reed would be attending the MMS training in Lansing and DDA President Liz Dudek, Dave Weber and Mayor Palmer were attending the same training at a later date. He reported the DDA is looking to request reducing the number on the Board from ten members to eight in addition to the Mayor, because they are having difficulty obtaining a quorum for the meetings. Aaron Hale has resigned from the Authority Board. City Manager Yonker received a note of Thank You from the City of Alma for our help with their downtown fire.

Manager Yonker reported he met with the Pathway Group and discussed the connection of the trail head to the City. As a result, MDOT will work with Rowe and the Pathway Group on design and funding for the connection in the next grant cycle. He informed Council that ICMA and the MML's Michigan Green Communities are co-sponsoring classes for teams to participate in and will focus on building climate adaptation in Michigan with an emphasis on clean energy initiatives. If the City's team is chosen to participate, attendance is free including overnight accommodations and meals. He will be assembling a small team for the conference.

Manager Yonker further reported that a meeting was held with Terry Hessbrook, AD for Ithaca Public Schools, Mayor Palmer and Bob Studt regarding the City entry signs and State Championship listings. The City has the good problem of having multiple listings and needs to find an economical and appealing solution for the signs. Ideas that generated from the meeting were to have two separate signs, with the school listings on a sign beside the main entry, eliminate the listings on the west and south entry points, add the historic downtown back to the main sign and possible civic group logos with a separate sign for the school listings, and a single entry sign as previously stated with the school placing a State Champion sign with listings at the High School. Council discussed the signs and additional options; ideas are to be revisited.

Manager Yonker's written report included updates on the US-127 road rehabilitation project, the pathway along the project, updates on the sidewalk replacement program, water/sewer rate study analysis, Capital Improvement Plan, County-wide Master Plan, ZBA, Code Enforcement position, Skyweb Water Tower Lease agreement, the MMS program, Granger delinquent accounts, ZFS, the Bond Refinancing, and Rosewood Adult Foster Care facility's request for sanitary sewer services.

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

New/Old Business

City Manager Yonker presented the Capital Improvement Plan for 2016-2022. The plan has been reviewed by the Planning Commission and is recommended for adoption with the addition of some city policies, an Equipment Replacement schedule as listed in the audit. Councilperson Schafer requested the addition of the Library Equipment and it will be added. Another addition from prior year is the Water and Sewer items from the rate analysis so that all information is now in one document. The final document will be presented with the budget for adoption.

Mayor Palmer asked that a public hearing be set for the Closeout of the CDBG Loan Funding for The Keg.

Moved by Henderson, second by Timmons to set a public hearing for April 5, 2016 at 7:00pm or as soon as the agenda allows to take comment on the Closeout of the CDBG Loan Funding for The Keg, LLC. Motion carried.

Clerk-Treasurer Fandell updated Council on the Gratiot Area Chamber of Commerce Director search.

Councilperson Timmons talked with some members of the Friends of the Dog Park and they would like to see some benches put in and other ideas considered for the dog park. She also received an inquiry on the use of the Jailhouse Trail for a 5K run and would like for the Parks Committee to address both issues. Manager Yonker said he received a request from an Eagle Scout who would like to do a project to install benches and signs in Woodland Park for the dog park so perhaps the two could coordinate.

Councilperson Timmons requested the downtown sound system be checked before the Dust Off Car Show on May 22, 2016.

Mayor Palmer addressed Council on interest of going to the MML Convention on Mackinac Island next September. Members should let him or Barb know if they are interested in attending so reservations can be made. He informed Council that the City Manager's annual performance review was due and Councilperson Koppleberger would be in charge of evaluations and the process. He asked for an update on Mr. Mates. City Manager Yonker said ~~he~~ Mr. Mates was disappointed in the decision.

Councilperson Koppleberger inquired on the request for reimbursement of expenses for the fireman attending the expo in Indianapolis. Manager Yonker said he talked with the Fire Chief and since the members do not attend for the training, but only the expo, the department does not reimburse for it.

Claims, Accounts and Payroll

Moved by Schafer, 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 #42606-42650, and Payroll Checks #13675-13688, DD788-DD794, EFT #471-474 as listed in the Check Register Book. Motion carried.

Public Comment

Mayor Palmer asked for public comments. None were offered.

Mayor Palmer asked for any additional business to come before the City Council.

Moved by Henderson, second by Timmons to adjourn. Motion carried.

The meeting adjourned at 8:10 p.m.

Barbara Fandell, Clerk-Treasurer

Tim Palmer, Mayor

**CITY OF ITHACA
CITY COUNCIL MEETING**

April 5, 2016

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 Palmer at 7:00pm and followed by the Pledge of Allegiance to the Flag. Councilperson Schafer gave the invocation.

Present were Mayor Tim Palmer and Councilpersons James Gruesbeck, Brian Henderson, Rick Koppleberger, Trevor Paradise, Alice Schafer, Cathy Timmons and Attorney Jefferson Arnold. Staff present was City Manager Chris A. Yonker and Clerk-Treasurer Barbara Fandell.

Audience in attendance was Kasey Zehner, Richard Heathcock, Jason and Jarrod Barden, and Brook & Dana Daniel.

Moved by Schafer, second by Koppleberger to approve the minutes of the meeting held March 15, 2016. Councilperson Schafer asked that on page 2, New/Old Business next to last paragraph, last sentence, the word “he” be changed to “Mr. Mates”. Motion carried.

Public Comment

Mayor Palmer asked to receive public comments.

Mr. Richard Heathcock of 511 Barber, commented that the Flag presentation was impressive and commended the DPW workers on a great job with snow removal this winter. City Manager Yonker will pass on his comments to the crew.

Brook Daniel addressed the Council about the requested extension for his horse boarding due to a pregnant mare and young horse as well as his offers to lease/buy part of the park. Mayor Palmer acknowledged him and informed him those issues would be addressed under the Committee Reports on the agenda.

Committee Reports

Councilperson Timmons reported the Parks and Cemetery Committee met to discuss the dog park and to review the McNabb Park master plan cost estimates with Rowe Professional Services. Mr. Daniels and Seth Wolfe were in attendance. The cost for a new restroom facility was \$253,000 and even with changes, the committee felt it wasn't the best decision to move forward with at this time and is placing it on hold until a financial plan can be reviewed. They also reviewed general pricing for a nine-hole disc golf course and wayfinding signage for the park. The disc golf location was about \$5,000 and the signs, design, posts and installation was \$7,200 with contingency, the total cost would be \$14,620. The Committee is recommending putting those two items in the upcoming budget.

Councilperson Timmons reported that Mr. Daniels addressed them because of the mare and the Committee has no issue with extending the date to meet the needs of the mare. It is recommending the extension through July 31, 2016. The Daniels' also inquired on some options for the race track and other ideas which the Committee asked them to discuss with the City Manager and he will then bring it back to the Committee for consideration.

Moved by Timmons, second by Henderson to extend the horse lease agreement until July 31, 2016 for Brook and Dana Daniels. Motion carried.

Moved by Timmons, second by Gruesbeck to have the disc golf course and way finding signage in the amount of \$14,620 incorporated into the 2016-2017 fiscal year budget for Ways and Means review. Motion carried.

Councilperson Koppleberger reported the Personnel Committee met to conduct the City Manager's one-year performance evaluation. Mr. Yonker received a very good review and the Committee is recommending the Ways and Means Committee provide an appropriate wage increase through the budget process.

Public Hearing

Mayor Palmer stated it was time for the Public Hearing.

Moved by Timmons, second by Henderson to open the Public Hearing to take comment on the closeout of the Michigan CDBG Loan Funding for the Keg, LLC. Motion carried.

Mayor Palmer opened the public hearing at 7:15pm.

Kasey Zehner, of Greater Gratiot Development Inc. commented on the project. She provided assistance to Mark and Sue Boyer through the loan process and project. She shared that the Boyer's apologized for being unable to attend due to work schedules, but were very appreciative to all of the community for their support and help in securing the loan.

Ms. Zehner expressed that the hearing was part of the process to review the success of the loan project for The Keg, LLC which was completed by the Great Lakes Bay Regional Development Corporation's Revolving Loan Fund program. The Keg received funds for an expansion project to add food production capacity for pizza, subs and sandwiches. The project has filled a demand for more food options in the community and has provided a bridge from the main downtown district (center of town) to the east side of the downtown district. The loan amount disbursed was \$40,836.71, of which \$37,771.30 was spent on the project and \$3,065.41 was credited to the original loan balance. Purchases made were for machinery and equipment (including a pizza oven, food prep table, refrigerator, freezer, sinks and a meat slicer), building improvement for installation of the oven and other equipment, and working capital to fund start-up inventory and training expenses. Total funds dispersed were less than budgeted due to lower building improvement costs incurred.

Ms. Zehner added that the loan also allowed the Boyer's to provide benefit to low-to-moderate income individuals through job creation. The project allowed the hiring of 4.5 full-time equivalent positions, all of which were filled by the low-to-moderate income individuals as defined by the MEDC's program income limits. Ms. Zehner stated that the overall project was a great success through the MEDC, GLBRDC, City of Ithaca, Greater Gratiot Development, and The Keg, LLC. She further acknowledge Gregory West of MEDC, Steve Jonas of GLBRDC, the Boyer's and City Manager Yonker and Clerk-Treasurer Fandell for their work on this project.

Councilperson Schafer stated it was the first loan for Ithaca. Ms. Zehner concurred. Manager Yonker said we were the first in the region to do a project and the third in the State.

Councilpersons Timmons thanked all for their dedication and work on the project and noted it was terrific use of the funds and so nice to see it coming back into Ithaca.

Mayor Palmer asked for additional comments. None were offered.
Moved by Timmons, second by Henderson to close the Public Hearing. Motion carried.
Mayor Palmer closed the hearing at 7:22p.m.

City Manager Report

City Manager Yonker reported on the MDOT US-127 road rehab project, sidewalk replacement program update, the water/sewer rate analysis, County-wide Master Plan, Zoning Board of Appeals, Michigan Green Communities program workshop, Michigan Main Street program update, ZFS and Rosewood updates, and on the dog park Eagle Scout project in his written report. In addition, he reported that the MDNR Trust Fund announced its projects for the year and Phase II of the Mid-Michigan Pathway received funding so it is good to see another segment being completed.

City Manager Yonker reported he received notice from GAS that the State awarded them a Harness race for June 23, 2016. Nelda Akers said typically it occurred during fair week but this year it is outside of the fair and would like the cost and fees to be included in the fair lease and not charged. Manager Yonker stated he would be okay with the fee waiver, and consider it part of their lease since they could not control the date. He also talked with Chief Nelson on an expense cost for rescue stand-by at the race and is waiting for that figure.

Councilperson Timmons asked if the State paid a for track fees? Councilperson Schafer also inquired as to if racers pay a fee to race and if there was prize money. Mr. Daniels said racers do pay a fee to race and there is a purse that the State covers. Mayor Palmer added that there is a cost to the City for grading the track, trash, etc. and any fees the State pays should come to the City first to cover those costs. Manager Yonker will look into it and discuss with Nelda Akers. Council agreed that Manager Yonker could make the decision once that information was reviewed.

Manager Yonker reported that he received a request from Jill and Josh Fayer for the use of McNabb Park to hold a 5K Run on July 23, 2016 as a fund raiser for an endowment in the name of their son who passed away. They family is working with the Foundation to set up the fund. They would like to start at McNabb Park, down Center Street, through the residential area and return to the park. He questioned the fees on the park and was told they pay for each area separately or as scheduled. Mayor Palmer instructed that if a waiver of fees was requested, it should come back to the Council for action.

Manager Yonker distributed notes from the Strategic Planning session and placed them in a Sustainability Themes and Outcome document recapped in to seven categories. He explained his process and asked the Council to review them. As part of the budget development, the items will be worked in as funds allow.

Manager Yonker asked for Council's recollection of the planning for the school parking lot. In the Fall of 2014, Superintendent Bootz came to the planning commission for approval, but the commission did not approve the plan and a hearing was scheduled for review. No one from the school attended so it was rescheduled, and there is no record of what happened from there. The State wants approval on the driveways and traffic patterns. Councilperson Gruesbeck said the Commission gave a definite "no" to the South St. Johns Street and what the school constructed is nothing like what was originally proposed. The Commission sent it back because there were no plans or research provided by Mr. Bootz. Nothing was ever approved. Councilperson Schafer said the State should be notified that the City did not act on the plans. Manager Yonker will discuss the issue with the State.

Councilperson Schafer said she was on the ZBA when it started. It could be separate or it could be the City Council. Manager Yonker said the structure right now is not working and goes against State statute and City Ordinance because of the law changes. Manager Yonker would like to have a separate ZBA from the City Council with 3-5 members. Further discussion on the process and purpose was held.

Councilperson Schafer thanked Mr. Yonker for his contributions for the flags and items to the Library and City.

Moved by Paradise, second by Henderson to receive the City Manager's report. Motion carried.

New/Old Business

Clerk-Treasurer Fandell reviewed the list of delinquencies to be placed on the 2016 Summer tax roll and asked for approval to proceed. Council discussed water deposits and habitual offenders of the process.

Moved by Henderson, second by Timmons for the Clerk-Treasurer to place the delinquent water/sewer invoices and delinquent invoices on the Summer 2016 Property Tax Roll as presented in accordance with the City Charter. Motion carried.

Councilperson Schafer invited everyone to the Library Open House on May 2, 2016.

Claims, Accounts and Payroll

Moved by Koppleberger, second by Schafer 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 #42651-42690 and Payroll Checks #13689-13733, DD795-DD808, EFT #475-485 as listed in the Check Register Book. Motion carried.

Public Comment

Mayor Palmer asked for public comments.

Jarrod Barden introduced himself and said he was observing a City Council meeting to earn a merit badge for Citizenship and the Community for his Life Scout and was working on becoming an Eagle Scout.

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

Moved by Henderson, second by Paradise to adjourn. Motion carried.

The meeting adjourned at 8:02pm.

Barbara Fandell, Clerk-Treasurer

Tim Palmer, Mayor

**CITY OF ITHACA
CITY COUNCIL MEETING**

April 19, 2016

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 Palmer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Councilperson Kopleberger gave the invocation.

Present were Mayor Tim Palmer and Councilpersons Brian Henderson, Rick Kopleberger, Trevor Paradise, Alice Schafer and Cathy Timmons and Attorney Jefferson Arnold. Staff present was City Manager Chris A. Yonker, City Clerk-Treasurer Barbara Fandell, Fire Chief Dave Nelson and Lt Roy McCollum.

Absent was Councilperson James Gruesbeck.

Audience in attendance was no one.

Moved by Timmons, second by Paradise to approve the minutes of the meeting held April 5, 2016. Motion carried.

Public Comment

Mayor Palmer asked to receive public comments. None were offered.

Committee Reports

Councilperson Timmons asked if the repairs of the dog park needed to come back to the Parks Committee. City Manager Yonker said the repairs could be covered by the budget so it was not necessary.

Councilperson Schafer reported the Library Board met to finalize plans for the Open House. The person who was engraving the donor wall has backed out, however Interim Director Hill made arrangements with the Trophy Shoppe to do the work. She helped with the staining and work that needed to be done prior to them doing the engraving. She has also received donations for the Open House. The Board also approved the budget to be sent to the Ways and Means for incorporation. As part of the budget, the Board made a motion to approve the Director position to be changed to full-time and would like to have Interim Director Hill appointed to that position. This recommendation will come to the City Council for approval and the next meeting. The millage funds were received and the library will be paying back the loan as agreed in the terms.

Clerk-Treasurer Fandell reported that the Gratiot Chamber of Commerce Board will be conducting interviews for the final two candidates on Thursday and plan to select the new Director at that meeting.

Department Reports

Lt. Roy McCollum reported on the activity of the Ithaca Unit. He noted that procedural changes in the District Court will cause some increase fluctuation in the number of arrests in future reports to the Council. The changes are being done for more efficiency and thoroughness in arrest processes. He reported that Deputy McBride has left the department and a new deputy will be taking over the position which is currently staffed by Deputy Maxwell. He reported that Deputy Trevino caught the teen who was turfing in Woodland Park and Deputy Bussell assisted with a bullying complaint in the schools. His presence in the schools has been very beneficial for the students and community.

Mayor Palmer asked if the rumors of the drug dog going into the high school had any validity. Lt. McCollum said the school can request it, by he had no knowledge of such request. Councilperson Timmons shared information on the dog park repairs and children that were causing some of the destruction. She asked if more patrol could be performed in the park. Lt. McCollum will see to it.

Moved by Timmons, second by Henderson to receive the Ithaca Unit report for March 2016. Motion carried.

Fire Chief Nelson reported on the activity of Fire and Rescue Department. Mayor Palmer asked how long a new firefighter remains on probation. Chief Nelson said they must pass their Firefighter I and Firefighter II requirements and have six months on the department (which runs simultaneous with the training). Once completed, the Chief decides what they are allowed to do and it is decided with consideration of the other officers' opinions to make sure all are comfortable and confident with the person performing the job.

Chief Nelson reported that the 9-1-1 Dispatch Authority is upgrading the cad, computer and repeater systems with the surcharge funds. It is finishing up the licensing and all the equipment is in and delivered to Pro Comm. The Authority leased space on the tower on Washington Road for the new repeater and Alma now has coverage on the north end of the County where it didn't before. The upgrade will allow for the move to an active 911 for the fire side. Currently there is no backup to the dispatch, but this will allow them to dispatch over a smart phone and firefighters will be able to respond the same way. Councilperson Timmons asked if

the cities were expected to pay for the data plans. Chief Nelson said they have not determined who will pay for the smartphones and that it was a backup to the pagers, which will not be eliminated.

Chief Nelson said he was working on redrafting the attendance and payroll policies with hopes to have a new policy in place by July 1st. He further reported that he attended a meeting with Kelvin Grant on farm safety. Dr. Grant was able to help secure \$1,000 in MIOSHA funds to go to training for farm safety in the region because of our large agricultural community.

Moved by Henderson, second by Schafer to receive the Fire Chief's report. Motion carried.

City Manager's Report

City Manager Yonker reported that the tinting to the windows in the front foyer of City Hall was done for heat prevention and to help with the bright sun that blinds the staff during the day. His written report included updates on the 2016-17 FY budget, the purchase of a new truck in the sewer department, the sidewalk replacement program, County-wide Master Plan Steering Committee work, MMS program and training, the dog park repairs, SkyWeb lease agreement, Rosewood Adult Foster Care and the Library Open House. Councilperson Timmons asked what the MMS volunteer program was. Manager Yonker explained it was a steering committee to help coordinate the process to submit the application for the next level of the program. The intent is to have a good representation of all areas of the City and it would be a subcommittee of the DDA. Once the application is submitted to the State, a presentation would be done and the State then selects three communities to move to the next level. Revitalization, organization, marketing and fund raising, are the main target areas.

Councilperson Schafer asked what the water and sewer rates will be as a result of the rate study. Clerk-Treasurer Fandell said they would be discussed during the budget review and the budget was based on the recommendations of the study. City Council will need to review that prior to approving a final rate.

Moved by Timmons, second by Paradise to receive the City Manager's report. Motion carried.

New/Old Business

City Manager Yonker presented the Title VI Plan Update for approval. He explained it was the same plan as previous passed but with the required updated contact information, organizational chart and a few other items. This is required for federal transportation and MDOT funds and all communities are required to have one.

Moved by Timmons, second by Henderson to adopt the Title VI Plan and authorize the City Manager and Mayor to sign. Motion carried.

City Manager Yonker presented the 2016-2017 Fiscal Year budget for introduction. He commended Clerk-Treasurer Fandell for her efforts in assembling the budget with the needs and direction of the department heads and himself. He added that the Capital Improvement Plan was all inclusive now. The General Fund is being introduced with about \$25,000 being added to the fund balance. A payoff of the loan owed to the Gibbs fund was built in as was the water and sewer recommended rates. The street funds will continue to progress as we get more state funding over the years. The Water/Sewer millage rate will be decreased instead of increasing due to the bond refinancing. The two funds of concern are the Cemetery and Equipment Funds. City Manager Yonker added that this is the first community in which he has managed that hasn't had to borrow money to purchase equipment so that will be the continued goal.

Moved by Schafer, second by Timmons to introduce the 2016-2017 Fiscal Year Budget. Motion carried.

City Manager Yonker noted that in his report was the purchase of the new pickup for the Sewer Department. It is a budgeted item but he would like approval to purchase.

Moved by Paradise, second by Henderson to purchase the 2016 Chevrolet Pickup from Ithaca Chevrolet in the amount of \$29,509.53. Motion carried.

City Manager Yonker noted that another member needed to be appointed to the County-Wide Master Plan Steering Committee for the City. The Planning Commission recommends Jim Gruesbeck.

Moved by Schafer, second by Timmons to appoint Jim Gruesbeck to the County-Wide Master Plan Steering Committee. Motion carried.

Clerk-Treasurer Fandell informed Council that the notice was published for filling Board and Commission positions. The Board of Review must fill two positions and will be crucial to do so before the July Board of Review. She further informed members of the upcoming Election Inspector Trainings and that she had been asked to help the County Clerk with the training again. She asked for permission to accept. Permission was granted.

Mayor Palmer set a Ways and Means Committee meeting for April 26, 2016 at 3:15pm to review the 2016-17 Fiscal Year budget.

Claims, Accounts and Payroll

Moved by Schafer, second by Paradise 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 #42691-42731, and Payroll Checks #13734-13746, DD809-DD814, EFT #486-491 as listed in the Check Register Book. Motion carried.

Public Comment

Mayor Palmer asked for public comments. None were offered.

Mayor Palmer asked for any additional business to come before the City Council.

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

The meeting adjourned at 8:10 p.m.

Barbara Fandell, Clerk-Treasurer

Tim Palmer, Mayor

**CITY OF ITHACA
CITY COUNCIL MEETING**

May 3, 2016

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 Palmer at 7:00pm and followed by the Pledge of Allegiance to the Flag. Councilperson Schafer gave the invocation.

Present were Mayor Tim Palmer and Councilpersons James Gruesbeck, Rick Koppleberger, Trevor Paradise, Alice Schafer, and Attorney Jefferson Arnold. Staff present was City Manager Chris A. Yonker and Clerk-Treasurer Barbara Fandell.

Absent were Councilpersons Brian Henderson and Cathy Timmons.

Audience in attendance was Christina Webster.

Moved by Paradise, second by Koppleberger to approve the minutes of the meeting held April 19, 2016. Motion carried.

Public Comment

Mayor Palmer asked to receive public comments.

Ms. Christina Webster addressed the City Council as founder and chairman of the We Love Our Troops organization. The organization is requesting use of McNabb Park, the Exhibit building and to have the fees waived for its annual Motorcycle Run fundraising event to be held the second Saturday in June. The event does not have alcohol involved and many military personnel and police are on site. The fundraiser is the largest for the group and will raise enough funds to cover care packages for service men and women overseas through Christmas. Currently the group cares for 34 overseas with weekly letters and a care package every three weeks to each of them. Their efforts are starting to get nationwide recognition. We Love Our Troops run is also sponsored by the local American Legion and unfortunately, due to the dates, the flag ceremony will not be held in conjunction with the event this year.

Moved by Paradise, second by Schafer to allow the organization “We Love Our Troops” to use the Exhibit building and portions of McNabb Park for its annual poker run on June 11, 2016 and waive the park fees. Motion carried.

Committee Reports

Councilperson Schafer reported the Ways and Means Committee met to review the 2016-17 Fiscal Year budget, foreclosed properties taken by the County and David Bates property in Westwind.

The Committee recommends refusing the foreclosed properties. One, is the elevator property and would not serve the need for public use, the other may be of interest for mowing convenience and is adjacent to city owned property; however the amount is too high for the vacant lot. The committee also reviewed a discrepancy in a city owned parcel that Mr. David Bates thought was part of his current parcel. City Manager Yonker said through the Clerk and Attorney’s research, all documentation is in order and there is nothing to support that the sale of the lot was ever completed. Mr. Bates confirms that he made no payment to the City, but states there was an error in the paperwork and the City was going to fix the problem and the lot was his. Attorney Arnold stated there was nothing in his records and the City was selling and not giving any property away for the then, new development. The Committee recommends honoring the Resolution 2001-09 and Mr. Bates can purchase the parcel for the agreed upon \$4,700.00. Councilperson Schafer further reported the Committee reviewed the 2016-17 budget. It held discussion on the Equipment and Cemetery funds and the effect the mowing contracts are having on the funds long term. The sidewalk millage project and cost for trees that may need removed and replaced was also discussed. The committee is recommends increasing the Local Street fund tree budget from \$4,000 to \$8,000 to cover this cost. It also agreed that the repayment of the loan from General fund to Gibbs Fund of \$55,000 should remain in the budget.

Moved by Schafer, second by Paradise to refuse the foreclosed properties (parcel #29-52-323-003-01 and parcel #29-52-327-003-00) and the Clerk-Treasurer is to notify the County Treasurer. Motion carried.

Moved by Koppleberger, second by Paradise to honor the property sale to David Bates as set by Resolution 2001-09 for the amount of \$4,700.00. Motion carried.

Moved by Schafer, second by Koppleberger to increase the Local Street Fund department 283 Trees from \$4,000 to \$8,000 in the 2016-17 Fiscal Year budget. Motion carried.

Councilperson Koppleberger reported the Personnel Committee met to review a request from the Library Board to make the Director position full time and appoint Interim Director Abby Hill to the permanent position. The Committee's recommendations concur with the Library Board's request.

Moved by Schafer, second by Paradise to change the Library Director position from part-time to full-time beginning July 1, 2016. Councilperson Gruesbeck questioned the funding of the position. City Manager Yonker said 100% of the funding would come from the Library fund. Motion carried.

Moved by Koppleberger, second by Paradise to appoint Abby Hill as the Library Director effective July 1, 2016. City Manager Yonker said Ms. Hill has been a quick study during the interim and has the background required for the permanent position and state aid funding. Motion carried.

Councilperson Koppleberger further reported the Committee reviewed the City Manager's contract and is recommending a 2.5% salary increase for the next fiscal year budget. The recommendation is based on Mr. Yonker's annual evaluation. The Ways and Means Committee had staff build the amount into the current proposed budget with the understanding it could be adjusted based on this Committee's recommendation.

Moved by Koppleberger, second by Paradise to increase City Manager Yonker's base salary by 2.5% effective July 1, 2016 and an addendum to the contract for the change. Motion carried.

Councilperson Schafer reported the Library Open House was a success with many attending. The donor wall turned out beautiful and it looks very unique. The Library Board members are a group that works and did whatever needed to be done to make the event successful. She also noted that the Caldwell fund loan had been fully paid back.

Clerk-Treasurer Fandell reported the Gratiot Chamber Board was still searching for a new Director as the two finalists both dropped out the week of the final interviews with the full board. However, the Hiring Committee did interview another candidate that day and she would be interviewing with the full board on Thursday. Due to confidentiality requested, the name could not be shared.

Department Reports

City Clerk-Treasurer Fandell reviewed the quarter ending March 31, 2016 financial statements, investments and bank ratings with the Council.

Moved by Paradise, second by Koppleberger to receive the financial statements ending March 31, 2016 and place on file for audit. Motion carried.

City Manager Report

City Manager Yonker congratulated Councilperson Schafer and the Library Board and staff on the open house. He and his wife were able to attend and were impressed with the board members. It showed how happy they were with the project. Everything was completed except the vanity lights and prior to the open house there was a malfunction with the back door locking assembly. The locksmith said it was not installed correctly so it will be a warranty repair. The room in which the tables are stored was automatically locking, so the lock on it was also redone to prevent that.

City Manager Yonker said Gongwer released news that a permanent injunction was placed on the gag law and the State will not attempt to enforce it. Gongwer also said there is no calendar on the law or it going to the ballot as a proposal. This is of interest as it was supposed to tie bar with the no reason absentee voting, but will now not be placed this year. He further reported that he and Chief Nelson met with the City of Alma on fire department collaboration. Discussions are being held on setting up an automatic mutual aid on structure fires and continue with trainings and other items. The advantage is that most of the firefighters know each other and work well together. He reported the newsletter went out to all residents with an article on the bond sale and savings which hopefully will give them confidence that the City continues to have their best interest in mind.

City Manager Yonker said he received a request from Ronald Stoner to cut down a large maple tree in the tree lawn of his front yard. The tree is healthy but the seedlings plug the front drain and therefore would like to remove it. Manager Yonker questioned what the City's policy was on allowing residents to remove a healthy tree. Council concurred that the policy is not to cut down healthy trees and residents must have City permission before removing any tree in the tree lawn or they could be fined. Clerk Fandell added that the City previously passed a resolution to be a Tree City USA program participant.

City Manager Yonker updated the Council on the Rosewood sewer issue. Councilperson Gruesbeck asked what the advantage to the City would be to bring them in; adding that the 425 Agreement is a long, expensive process and the originally turned it down. How would the investment be recouped? Manager Yonker said the City would receive about \$3,500 in City taxes and the cost would be his and Attorney Arnold's time plus advertising cost. Councilperson Gruesbeck asked what if the business closes. Mayor Palmer asked if a fee for

the 425 Agreement could be charged. Manager Yonker explained that the City and Township have to agree to annexation or to a 425 Agreement. Annexation is a much simpler, straight forward and less expensive process. Whichever we select, the owners of Rosewood would have to pay for the infrastructure, a grinder system and maintenance. A fee could be charged if it was a 425 Agreement and they will also have to pay the normal tap fee in addition to the other cost. Councilperson Gruesbeck would like to see the property annexed versus the 425 Agreement to save on cost and complexity. Members agreed annexation was preferred.

Moved by Paradise, second by Schafer to receive the City Manager's report. Motion carried.

New/Old Business

Mayor Palmer stated a public hearing for the 2016-2017 Fiscal Year Budget needed to be set.

Moved by Schafer, second by Koppleberger to set a public hearing to take comment on the 2016-2017 Fiscal Year Budget for May 17, 2016 at 7:00pm or as soon thereafter as the agenda allows. Motion carried.

Councilperson Schafer stated the port-a-john was tipped over in the park, after the vandalism, but is reset now. Manager Yonker reported he was working with Skyweb on getting the cameras installed and they should be in by next week. They will be placed in Woodland and McNabb parks for certain, but the other two are undetermined yet. He also informed Council that Director Studt was working with the County Prosecutor's office on community service for the individuals that spray painted the bridge and damaged the sled hill. The individual who damaged the sled hill will be paying for the repair as well as doing the labor to fill the ruts.

Claims, Accounts and Payroll

Moved by Schafer, second by Paradise 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 #42732-42762 and Payroll Checks #13747-13776, DD815-DD823, EFT #492-496 as listed in the Check Register Book. Motion carried.

Public Comment

Mayor Palmer asked for public comments.

Councilperson Gruesbeck noted that Ms. Webster mentioned the motorcycle ride in DC. The ride is Memorial weekend and last year it took participants four hours to go through (riding 4 or 5 wide) and the ride ends at the Pentagon.

Councilperson Paradise reported he received a complaint from a downtown business owner because they are losing business to Killer Hibachi. The food truck is bringing a lot of business to himself and is not a taxpayer and they are. City Manager Yonker added he had received a complaint because the food truck had run out of food before the advertised closing time. He noted other comments received were the issue with the truck taking up parking in the street and the noise of generator during business hours. Mayor Palmer informed members that Manager Yonker had been assigned to research this issue and bring it back for review, which he is in the process of doing.

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

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

The meeting adjourned at 8:08pm.

Barbara Fandell, Clerk-Treasurer

Tim Palmer, Mayor

**CITY OF ITHACA
CITY COUNCIL MEETING**

May 17, 2016

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 Palmer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Councilperson Koppleberger gave the invocation.

Present were Mayor Tim Palmer and Councilpersons James Gruesbeck, Brian Henderson, Rick Koppleberger, Trevor Paradise, Alice Schafer, Cathy Timmons and Attorney Jefferson Arnold. Staff present was City Manager Chris A. Yonker and City Clerk-Treasurer Barbara Fandell.

Audience in attendance was Dan Morden.

Moved by Koppleberger, second by Paradise to approve the minutes of the meeting held May 3, 2016. Motion carried.

Public Comment

Mayor Palmer asked to receive public comments. Gratiot County EMC Coordinator Dan Morden introduced himself and gave a brief update on his plan for the office and training of elected officials in the County for emergency preparedness.

Committee Reports

Councilperson Gruesbeck reported the Senior Activity Board members are doing the mulch around the building again this year and have asked if the City will look at fixing the drive to the parking lot. They also asked him to bring the Senior Activity Board Officer Nomination list to Council for approval. He stated this is a partial list for the October Board election. The board has requested the City Council approve the nominations of Ruth Ann Larry and Larry Ringle.

Moved by Gruesbeck, second by Timmons to approve the nominations of Ruth Ann Larry and Larry Ringle for the October ballot for the Senior Activity Board. Motion carried.

Mayor Palmer stated the new school Superintendent Charmaine Fletcher, would be here for the Senior Honors night on June 9, 2016 and will be coming to City Hall to meet the City Council.

Clerk-Treasurer Fandell reported that the Gratiot Chamber of Commerce Board hired Taryn Blanshan as its new Director and the official introduction will be made at the Business After Hours on June 2, 2016 at the Elks Lodge in Alma.

Department Reports

Mayor Palmer asked for comments on the Sheriff's Department Ithaca Unit Report. None were offered. He informed members he had spoken with Lt. McCollum and Sheriff Wright on the signage requirement for cameras in the park, and none are required. The officers inquired if the cameras were up. Manager Yonker said no, but the Wi-Fi was in and the cameras will be operational in Woodland and McNabb Parks soon.

Moved by Timmons, second by Paradise to receive the Ithaca Unit report for April 2016. Motion carried.

City Manager's Report

City Manager Yonker reported updates on the Hardwood's Tax Tribunal, the County-wide Master Plan Steering Committee, the Dust-Off Car Show, and the Michigan Main Street program meeting dates. He informed Council that the lift has been purchased from Baders in the amount of \$2,200. It meets MIOSHA standards and can be used to hang the flags and banners. He further reported that the sidewalk bid documents are in their last review and then will be published for bid. Bids should be received by the end of June with a July construction start date. Lastly, he informed Council he would be out of town this weekend for his daughter's wedding but would be back for the car show late Sunday.

Mayor Palmer asked for the status of the food truck research. Manager Yonker shared it was in process. Councilpersons expressed their desire to resolve it quickly and not ban them, but make it limited, fair and equitable for the other business owners. Mayor Palmer asked for an update on the playscape repairs. Manager Yonker said the repairs to the balusters were made and the DPW crew was inspecting it to the MML standards checklist. Councilperson Schafer asked if the community service by those that vandalized the park was complete. Manager Yonker stated the one was complete and the other would be soon.

Councilperson Timmons said she was working with five teens from probate and they would be weeding the entry sign and then move to the City Hall and Community Center buildings. She also requested the flower pots as the flowers would be arriving in the coming week.

Councilperson Henderson asked for an update on the ZFS development meetings. Manager Yonker updated Council on the current plans and discussions that were held.

Moved by Henderson, second by Paradise to receive the City Manager's report. Motion carried.

Public Hearing

Mayor Palmer stated it was time for the Public Hearing on the 2016-17 Fiscal Year Budget.

Moved by Timmons, second by Henderson to enter into the Public Hearing on the 2016-17 Fiscal Year Budget. Motion carried. Mayor Palmer opened the hearing at 7:40pm.

Manager Yonker presented the budget for the 2016-17 Fiscal Year and stated with all of the plans and projects included, General Fund is still looking to place about \$25,000 into fund balance. He discussed the addition of the Capital Improvement Plan to the budget. He and Treasurer Fandell attended a CIP training at the MML and our plan is good. It was missing tying out the longer years to available funding but will be completed next year for the five-years out.

Manager Yonker discussed the Equipment Fund and the declining reserves due to some of the contracted services. Ithaca hasn't had to bond for equipment purchases in the past, however it needs to keep putting funds away and evaluations will be performed annually. He added that revenues from tax millages will remain the same operations and the Water/Sewer Debt millage has been reduced to the bond refinancing.

Clerk-Treasurer Fandell added that the City may start to see a reduction due to Headlee rollbacks with the 2017 tax roll because of the personal property small tax payer exemptions, the veteran's property tax exemptions and the EMP manufacturing exemptions. In addition, she added that as a result of the Water and Sewer Rate Study and Council action by resolution, the water rates will increase by 2.88% and the sewer rates by 2.5%.

Clerk-Treasurer Fandell stated there were a few items in the General Fund that were not finalized. One is an estimate on the Senior Activity Building parking lot/drive, the final estimates of the Drains-at-Large, and the State of Michigan Revenue Estimating conference finalization on revenue sharing. The budget may see some adjustments prior to adoption pending these issues.

Mayor Palmer asked for additional comments. None were offered.

Moved by Henderson, second by Paradise to close the public hearing. Motion Carried. Mayor Palmer closed the public hearing at 7:50pm.

New/Old Business

Clerk-Treasurer Fandell presented Resolution 2016-04 to approve the 2016-17 Fiscal Year millage rates. She discussed the rates and future affect Headlee may have on them.

Moved by Timmons, second by Schafer to adopt Resolution 2016-04 Approving the 2016-17 Fiscal Year Millage Rates. Motion carried by Roll Call vote:

Ayes (7): Kopplesberger, Paradise, Schafer, Timmons, Gruesbeck, Henderson, Palmer
Nays (0): None
Absent (0): None

Clerk-Treasurer Fandell presented Resolution 2016-05 to designate the City depositories for the 2016-17 Fiscal Year. There are no new additions from last year.

Moved by Henderson, second by Timmons to adopt Resolution 2016-05 Designation of Depositories. Motion carried.

Manager Yonker presented the engineering contract proposal from Rowe Professional Services for the Union Street water main project. He and staff reviewed the budget and it can be covered in the 2015-16 budget year, which would allow the project timeline to move up. This would help considerably with obtaining the MDEQ permits for possible fall construction.

Moved by Timmons, second by Henderson to approve the professional services proposal from Rowe Professional Services for the Union Street Watermain Replacement project in the amount of \$5,800.00 and authorize the City Manager to sign the contract. Motion carried.

Councilperson Kopplesberger asked if the bridge funding for the sidewalk project had been determined. Treasurer Fandell stated no, but would be addressed after bids were received and payment schedules determined against cash flow.

Clerk-Treasurer Fandell gave an update on the Board and Commission letters of interest that had been received to date. Appointments will be on the next agenda.

Claims, Accounts and Payroll

Moved by Schafer, second by Paradise 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 #42763-#42797, and Payroll Checks #13777-13797, DD824-DD829, EFT #492-501 as listed in the Check Register Book. Motion carried.

Public Comment

Mayor Palmer asked for public comments. None were offered.

Mayor Palmer asked for any additional business to come before the City Council.

Moved by Timmons, second by Paradise to adjourn. Motion carried.

The meeting adjourned at 8:07 p.m.

Barbara Fandell, Clerk-Treasurer

Tim Palmer, Mayor

**CITY OF ITHACA
CITY COUNCIL MEETING**

June 7, 2016

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 Palmer at 7:00pm and followed by the Pledge of Allegiance to the Flag. Councilperson Schafer gave the invocation.

Present were Mayor Tim Palmer and Councilpersons James Gruesbeck, Brian Henderson, Rick Koppleberger, Trevor Paradise, Alice Schafer and Cathy Timmons. Staff present was City Manager Chris A. Yonker, Clerk-Treasurer Barbara Fandell and Attorney Jefferson Arnold.

Audience in attendance was Brian Adkins and Steve Clark.

Moved by Henderson, second by Koppleberger to approve the minutes of the meeting held May 17, 2016. Motion carried.

Public Comment

Mayor Palmer asked to receive public comments.

Mr. Brian Adkins of the American Youth Soccer Organization (AYSO) introduced himself and updated the City Council on the AYSO program. He informed the City that the State tournament for the eight surrounding regions would be held in Ithaca in July of 2017. AYSO currently has 650 participants and active volunteers. He thanked the City for its work on the drainage issue of the fields.

Committee Reports

Councilperson Schafer reported the Ways and Means Committee met for a final review of the 2016-17 Fiscal Year budget, to review the 2015-16 Fiscal Year budget amendments and the David Bates property issue in Westwind Estates.

The Committee recommends approval of the 2015-16 budget amendments. The Committee reviewed the 27 feet of property Mr. Bates is questioning. The property was not part of the land he purchased from the developer and this land is not on the tax roll and was never sold to the developer. The offer to sell/purchase in 2001 was never transacted. The Committee recommends deeding Mr. Bates the property if he agrees to pay the cost involved for the title search, legal fees, and deed recording.

Moved by Schafer, second by Timmons to direct City Manager Yonker to present the offer to Mr. Bates in which the City will deed the parcel in question to him if Mr. Bates agrees to pay the cost associated with the title search, all legal fees for research and document preparation, and recording of the deed. Motion carried.

Moved by Schafer, second by Timmons to approve the 2015-2016 Fiscal Year budget amendments as presented by the City Clerk-Treasurer:

General Fund Department	Current Budget	Amended Budget	Difference	Reason
000 - Revenues	1,448,470	1,452,805	4,335	State Rev-Small Tax Payer Loss, inc to interest, rental dec-horses, inc for banner project
Fund Revenue Amendments			4,335	
101 -Legislative City Council	32,072	34,372	2,300	Banner project
228 -Technology	6,935	9,225	2,290	Server contract (virus monitoring), server cabinet & router
264 -Other Building & Ground	26,275	31,275	5,000	Add equipment rental usage
265 -City Hall & Grounds	30,400	32,900	2,500	Labor and repairs to City Hall
266 -Attorney	14,000	21,000	7,000	Sidewalk Plan and MTT Legal fees
301 -Police	381,466	382,056	590	Inc for Contract COLA to actual
372 -Code Enforcement	22,950	9,750	(13,200)	Code Officer position vacant
445- Drains At Large	32,602	36,693	4,091	Adjust to actual
448- Street Lighting	46,000	40,000	(6,000)	Adjust to actual
751- City Parks	43,050	60,850	17,800	Wages & Equipment for additional work performed
851 -Insurance and Bonds	18,000	17,000	(1,000)	Adjust to actual
899- Tax Tribunal Orders	500	100	(400)	Adjust to actual
999 -Transfer Out	121,604	127,017	5,413	Adust for Original Entry Error & Transfer for Lift Equip Purchase
Fund Total Expense Amendments			26,384	
Net Change			(22,049)	

Fund	Current Budget	Amended Budget	Difference	Reason
202 -Major Street Revenue	281,298.00	305,769.00	24,471	Remove Resident Sidewalk Share, Add State Addl Road funds
202 -Major Street Expense	328,948.00	345,319.00	16,371	Add Scrap Tire Grant Exp, Winter maint to actual, addl transfer
Net Change			8,100	
203 -Local Street Revenue	144,400.00	142,093.00	(2,307)	Resident sidewalk cost share removed, add addl transf funds
203 -Local Street Expense	144,400.00	139,200.00	(5,200)	Inc for Barnes/Brown paving, winter maint to actual, sidewalk
Net Change			2,893	
206 -Fire Revenue	182,000.00	187,095.00	5,095	Increase grants & donations
206 -Fire Expense	182,000.00	184,755.00	2,755	Purchase of add'l equipment and new hire physicals
Net Change			2,340	
210 -Rescue Revenue	72,500.00	73,880.00	1,380	Increase for donations
210 -Rescue Expense	72,500.00	72,880.00	380	Purchase of add'l equipment
Net Change			1,000	
271 -Library Revenue	207,300.00	235,450.00	28,150	Inc for Prop Tax Millage, Penal Fines & donations recd
271 -Library Expense	250,200.00	365,900.00	115,700	Inc Add'l city labor exp, contractor exp and building addition
Net Change			(87,550)	
286 -Grant Program Revenue	-	51,314.00	51,314	Adjust MSHDA Homeowner grant to actual
286 -Grant Program Expense	-	51,314.00	51,314	Adjust MSHDA Homeowner grant to actual
Net Change			0	
592 -Water/Sewer Revenue	1,043,408.00	920,708.00	(122,700)	Adj water and sewer sales high est + loss of large user
592-590 -Sewer Operations	326,260.00	344,460.00	18,200	Inc city labor costs, fuel cost, reduce prof serv, insurance prem
592-591 - Water Operations	774,951.00	793,251.00	18,300	Inc city labor costs, fuel cost, reduce supplies
Net Change			(159,200)	
661 -Equipment Revenue	141,050.00	145,250.00	4,200	Inc Sale of Equip and Transfer for Lift Equip Purchase
661 -Equipment Expense	283,490.00	288,490.00	5,000	Inc for additional equipment purchases
Net Change			(800)	
666 -Material Revenue	49,160.00	30,800.00	(18,360)	Dec for lower sales to other departments
666 -Material Expense	49,160.00	30,800.00	(18,360)	Dec for material not purchased
Net Change			0	

Motion carried.

Councilperson Schafer reported the Committee made a final review of the 2016-17 fiscal year budget and recommend adding the paving of the Senior Center parking lot/drive to the presented budget. The committee discussed tree removal and the sidewalk projects and feel there is a need for a tree policy and also discussed the drains-at-large. Clerk-Treasurer Fandell added that \$25,000 was placed in the budget for the Senior Activity Building drive project; this amount was the expected overage in General Fund as presented at the public hearing. Councilperson Timmons asked why the City would pay for the parking lot. Councilperson Gruesbeck informed members that the organization built the building and then deeded it to the City. Their funds are used for operations and all other repairs. He added that \$25,000 may be too much as the entire lot is not in need of full repair.

City Manager Report

City Manager Yonker reported the DPW crew was installing drain tile at the soccer fields and a trencher was rented to do it as well as the power feed in Woodland Park. He reported the next GREAT plan meeting would be June 29th at the Community Center and encouraged Council to attend. RSVP's are to go to Kasey Zehner at GGDI. Manager Yonker further reported that HB 5578 was up for vote the next day. This bill addresses the big box or dark stores valuation issues. The MML called him for support of the bill and asked that the City reach out to Representative Leonard as he had not committed his vote as of yet. Currently, big box stores are only using comparative sales of empty stores for the values and the bill would require them to consider all aspects of the sale plus add the new construction and other factors when valuations of the property are set. The bill will also give the tax tribunal direction of future cases.

Manager Yonker reported that he and Don Schurr would be meeting with Steve and Angie Iocco from CAU Acquisitions on the direction of its operations and to discuss the tax abatements and the affect the changes may

have to them. The current abatements are tied to jobs so we need to make sure the agreement terms are still being followed, if not, it could lead to a claw back or pop up of the taxes.

Manager Yonker further reported that a site plan review will be going the Planning Commission for a 10,000 square foot addition to the Craig Frames building. Mr. Kommel will be applying for an IFT and the addition is estimated to create 8-10 new jobs.

Manager Yonker reported to the Council on a follow up of the cemetery mowing complaint. The contractor mowed 5 times in May and with the short week of the holiday, had not gotten the chance to mow and the buckhorn popped up. DPW will be spraying the weeds and the contractor had already started to mow. Mayor Palmer said it looked great on Memorial Day. Councilperson Schafer added that residents need to understand that the cost is too high to mow more than once a week.

Mayor Palmer asked if the food truck information would come to the next meeting. Manager Yonker said he would be sending it to Attorney Arnold for review and should be completed for the next meeting.

Councilperson Timmons said people were complaining at the Memorial Service because they couldn't hear with the portable speaker system, and added they are not designed for that. Mayor Palmer stated the downtown system should be used for that and directed that the issue be resolved before next year.

Moved by Paradise, second by Henderson to receive the City Manager's report. Motion carried.

New/Old Business

Clerk-Treasurer Fandell presented Resolution 2016-06 Adoption of the 2016-17 Fiscal Year Budget. She asked for any additional questions or comments to the Ways and Means committee report and recommendations.

Moved by Henderson, second by Timmons to adopt Resolution 2016-06 Adoption of 2016-2017 Fiscal Year Budget. Motion carried by Roll Call vote:

Ayes (7): Paradise, Schafer, Timmons, Gruesbeck, Henderson, Koppleberger, Palmer

Nays (0): None

Absent (0): None

Mayor Palmer presented the Board/Commission Appointments for City Council approval.

Moved by Henderson, second by Paradise to appoint John Wilson and James Gruesbeck to the Planning Commission; Kevin Collison and Lillian Smith to the Downtown Development Authority; Alan Schafer to the Board of Review for three-year terms beginning 7/1/2016 and ending 6/30/2019; and Patrice Hornak to the Thompson Home Public Library Board for a five-year term beginning 7/1/2016 and ending 6/30/2021. Councilperson Schafer clarified that Alan Schafer is her son and not her spouse. Motion carried.

Clerk-Treasurer Fandell stated there is still a vacancy on the Planning Commission, two vacancies on the Downtown Development Authority and one position on the Board of Review.

City Manager Yonker presented the Center Street resurfacing project professional services proposal for consideration. He stated the project was in the capital improvement plan and was a MDOT tax force funded project. The engineering needs approved faster than normal in order to meet the project timeline. The project is slated to start in the Spring of 2017. Steve Clark of Rowe Professional Services explained the project scope and that the financing was an 80/20 split with the task force. He added that the prior project was stopped short due to inadequate funding; however City Manager Yonker requested additional funds to cover the curb and gutter and other issues that come with a project within the city limits versus one that is outside. The funds were allocated. Councilperson Koppleberger asked Mr. Clark if soil borings would be done so additional costs are not incurred as with the last project. Mr. Clark confirmed and added this project will be a mill and not completely dug out. Mayor Palmer suggested the fire apron be addressed during this project.

Moved by Timmons, second by Paradise to approve the proposal submitted by Rowe Professional Services for the Center Street Resurfacing Project in the amount of \$28,900 and authorize the City Manager to sign the contract. Motion carried.

City Manager Yonker reported the intersection 4-way blinking light was out. The circuit board needs to be replaced or the light taken down and would like direction. Discussion and consensus to remove it if allowed. Steve Clark shared that many cities get an opinion from the State Police or a traffic engineer and then issue a traffic control order before removal.

City Manager Yonker presented the Sidewalk Zone 1 bids for award. He reported that three bids were received and reviewed cost estimates with the Council. He reported that Director Studt called on the references and all received good ones. The City has used all three of the contractors on past projects. Once the bid is awarded, the contractor must start ten days after signing the contract and receiving the Notice to Proceed. The budget for the project is \$65,000 and according to estimates, bids are \$11,000-\$12,000 higher; however until completed, the final number will not be known. The Council will need to decide whether to proceed, pick up some of cost with Major and Local Street funds or cut the Zone short.

Mayor Palmer asked Steve Clark what his concerns with the estimate was. Mr. Clark stated the projected costs were based on all 4 inch concrete as that was the information provided to them. The difference between the 4 inch and 6 & 8 inch is the shortfall. He added that all three contractors are good to work with. City Manager Yonker said the varying contract was changed after discussing the project with Rowe.

Councilperson Henderson had concerns with the low bidder based on a past sidewalk project with the City in which the site was not kept clean and they used City equipment. Mayor Palmer had concerns based on the sealing project in the downtown and the quality of work on that project.

Moved by Timmons, second by Paradise to award the Sidewalk Millage Zone 1 bid to Inniger Masonry at a cost and terms specified in the bid documents and authorize the City Manager to sign the contract. Motion carried.

Councilperson Schafer inquired on the status of Gratiot Towing and Randy Shaw's business. It is not being cleaned up and now cars are behind the fence. Manager Yonker added that it is more than a towing lot and has become a junk yard; which it is not zoned for. He added that Save-A-Lot now wants a fence as does James Tilton. Councilperson Schafer wanted proceedings to begin for the cleanup and the agreement to be revisited. Manager Yonker would like to discuss it with Attorney Arnold before taking action. Mayor Palmer directed him to do so and bring an update to the next meeting.

Councilperson Gruesbeck asked for an update on the RC Raceway. Clerk-Treasurer Fandell has tried to contact Mr. Turner for an update, but he has yet to respond. No races have been held yet this year.

Councilperson Timmons asked if GAS had provided anything on the repairs to the fairgrounds in lieu of paying fees for park usage as the fair is approaching. Manager Yonker has not received anything to date.

Mayor Palmer asked for an update on 101 E Center. Manager Yonker confirmed that the original owner has the property back, but no contact has been made with the City.

Claims, Accounts and Payroll

Moved by Koppberger, second by Schafer 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 #42798-42845, Grant Program Fund Check #1061 and Payroll Checks #13798-13817, DD830-DD834, EFT #502-506 as listed in the Check Register Book. Motion carried.

Public Comment

Mayor Palmer asked for public comments. None were offered.

Mayor Palmer asked for any additional business to come before the City Council.

Mayor Palmer stated the meet and greet with the Superintendent, of the schools would be June 9th at 1:30pm. Clerk Fandell stated she was hosting Chamber Director Taryn Blanshan on June 23rd from 9:00am to 11:00am. Councilpersons were invited to meet her during that time.

Moved by Henderson, second by Timmons to adjourn. Motion carried.

The meeting adjourned at 8:12pm.

Barbara Fandell, Clerk-Treasurer

Tim Palmer, Mayor

**CITY OF ITHACA
CITY COUNCIL MEETING**

June 21, 2016

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 Schafer at 7:10 p.m. and followed by the Pledge of Allegiance to the Flag. Councilperson Koppleberger gave the invocation.

Present were Mayor Pro-tem Alice Schafer and Councilpersons James Gruesbeck, Brian Henderson, Rick Koppleberger, Trevor Paradise, Cathy Timmons and Attorney Jefferson Arnold. Staff present were City Manager Chris A. Yonker and City Clerk-Treasurer Barbara Fandell.

Absent was Mayor Tim Palmer.

There was no audience in attendance.

Moved by Paradise, second by Timmons to approve the minutes of the meeting held June 7, 2016. Motion carried.

Public Comment

Mayor Pro-tem Schafer asked to receive public comments. None were offered.

Committee Reports

Councilperson Henderson reported the Streets and Parking Committee met to discuss the Senior Activity Building parking lot. The estimate received was \$40,000. The Committee recommends Director Studt meet with the asphalt companies to help find solutions within the \$25,000 budget. He reported the Committee reviewed and discussed the ordinance on mobile food vendors. The Committee recommends its introduction.

Moved by Henderson, second by Timmons to introduce Ordinance 2016-01 Chapter 26: Peddlers and Solicitors, Article IV: Mobile Food Vending Units. Motion carried.

Department Reports

Mayor Pro-tem Schafer presented the Sheriff's Department Ithaca Unit report. She informed Council that the youth police academy had started and asked for other comments. Manager Yonker said staff is working with the department on enforcing the code for inoperable vehicles in the city. Lt. McCollum currently has it under review.

Moved by Timmons, second by Paradise to receive the Ithaca Unit report for May 2016. Motion carried.

City Manager's Report

City Manager Yonker provided a written report updating members on the sidewalk replacement program, the County-wide Master Planning process, the DDA and Planning Commission meetings, rental inspections, MI Green Communities Conference, the status of Clover Technologies, and the C&S Steel fire.

In addition Manager Yonker reported that he and Clerk Fandell met with Dale Eaman of the MML Property Pool on the City's liability insurance. The City will have a three percent (3%) increase for the 16-17 fiscal year, but with the dividend figured in, it will actually be a three percent (3%) decrease. The fee changes were primarily due to filling key personnel positions and purchasing two new vehicles. He informed Council that the Master Plan meeting would be looking at the goals and objectives in place and where the communities want to go in the future.

Manager Yonker reported that a meeting was held with Brook and Dana Daniels regarding their ideas and proposal for leasing the race track and horse barn. Staff needs to do some research before taking it to committee because of the private/public relationship. He further reported that he met with Jim Hirschman and Bob Studt to help make their transition to the new building a smooth one due to the fire. The company may rebuild, but not necessarily in the same location. Initial talks have been held with Drain Commissioner Denman about tying into the detention pond. Manager Yonker and Clerk-Treasurer Fandell also discussed the tax abatements tied to the building and equipment which was destroyed by the fire. The IFT's may need to be transferred or revoked and Don Schurr will be having that discussion with them later in the week.

Moved by Paradise, second by Timmons to receive the City Manager's report. Motion carried.

New/Old Business

Manager Yonker presented vehicle options for the replacement of the current vehicle being used by him. Both are within budget and have better than average gas mileage. The Blazer will be kept for use by the code and rental departments. Presented were the Chevrolet Malibu and Chevrolet Impala as quoted by Ithaca Chevrolet. The price received for the Malibu was at invoice plus a \$500 rebate.

Moved by Henderson, second by Timmons to purchase the 2016 Chevrolet Malibu from Ithaca Chevrolet in the amount of \$26,582.20. Motion carried.

Clerk-Treasurer Fandell presented one budget amendment for the McNabb Park Department of the General Fund. Due to additional work of the DPW in the park, electrical and drainage issues, it was recommended to increase the expense of the department by \$18,000.

Moved by Timmons, second by Paradise to amend the General Fund McNabb Park department budget by an increase of \$18,000 for the 2015-16 fiscal year. Motion carried.

Mayor Pro-tem Schafer asked that a public hearing on Ordinance 2016-01 be set.

Moved by Timmons, second by Paradise to set a public hearing for the purpose of taking comment on Ordinance 2016-01 Chapter 26: Peddlers and Solicitors, Article IV: Mobile Food Vending Units, for July 5, 2016 at 7:00 p.m. or soon thereafter as the agenda allows. Motion carried.

Clerk-Treasurer Fandell presented a request from residents to close Jeffery Ave. between Center and Newark Streets for a block party. The Sheriff's Department recommends it not be allowed because it is the evacuation/emergency route for issues at the jail. Councilperson Henderson added that it was also a truck route. Councilperson Koppleberger suggested alternative options be offered.

Moved by Timmons, second by Paradise to deny the closing of Jeffery Ave. between Center and Newark Streets due to it being a truck route and the emergency evacuation route for the jail; and offer an alternate closure of Ithaca Street from Center to Newark streets or Newark from Jeffery to Ithaca Streets provided approval is received from the Sheriff's department. Motion carried.

Councilperson Koppleberger asked for an update on Shaw's property. Manager Yonker called and left a message but hasn't heard from him; but is planning to set up a walk-through of the property with Mr. Shaw. He reported a call was received about vehicles blocking corner vision of drivers at Gratiot Towing.

Mayor Pro-tem Schafer asked that a thank you be sent to the Church of God for the work on the playscape. Manager Yonker added that one will also be sent to Alma and St. Louis Fire departments for their assistance with the C& S Steel fire.

Mayor Pro-tem Schafer inquired on the bill from Pyramid Electric for the fairgrounds. Manager Yonker said there were two issues with the electric: 1) shocking people and 2) someone hitting a pole with their car.

Councilperson Timmons asked when work on the Dog Park was going to be begin. Manager Yonker said the budget for the park for the current fiscal year had been used so that project would have to wait until the new budget year that begins July 1st.

Claims, Accounts and Payroll

Moved by Gruesbeck, 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 #42846-42890, and Payroll Checks #13818-13833, DD835-DD839, EFT #507-511 as listed in the Check Register Book. Motion carried.

Public Comment

Mayor Pro-tem Schafer asked for public comments.

Angie Thompson introduced herself as a Republican Candidate for the Gratiot County Clerk position. She shared her background and experience with the Council.

Tammy Reeves introduced herself as a Republican Candidate for the Gratiot County Treasurer position. She shared her background and experience with the Council.

Mayor Pro-tem Schafer thanked them for coming and asked for any additional business to come before the City Council.

Mayor Pro-tem Schafer set a Parks and Cemetery Committee meeting for June 28, 2016 at 5:30 p.m.

Moved by Henderson, second by Paradise to adjourn. Motion carried.

The meeting adjourned at 8:02 p.m.

Barbara Fandell, Clerk-Treasurer

Alice Schafer, Mayor Pro-tem

**CITY OF ITHACA
CITY COUNCIL MEETING**

July 5, 2016

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 Palmer at 7:00pm and followed by the Pledge of Allegiance to the Flag. Councilperson Schafer gave the invocation.

Present were Mayor Tim Palmer and Councilpersons James Gruesbeck, Brian Henderson, Rick Koppleberger, Alice Schafer and Cathy Timmons. Staff present was City Manager Chris A. Yonker, Deputy Clerk Cathy Cameron and Attorney Jefferson Arnold.

Absent was Councilperson Trevor Paradise.

Audience in attendance was Dale Reyburn, Richard Heathcock, Brook & Dana Daniel.

Moved by Henderson, second by Timmons to approve the minutes of the meeting held June 21, 2016. Motion carried.

Public Comment

Mayor Palmer asked to receive public comments.

Mr. Richard Heathcock, 511 Barber Street, expressed his concern for the safety of those attending the Senior Center Activity Building when the gate is open at the end of East North Street and Industrial Parkway. He stated that the gate is being left open allowing for traffic to drive through the area which is intended to be used only for emergency situations. Mr. Heathcock suggested that a sign be installed reading "Emergency Vehicles Only" and that reflective tape be placed on the guard rails for visibility.

Mr. Dale Reyburn introduced himself to the Council as a Republican Candidate for State Representative in the 70th District.

Committee Reports

Councilperson Timmons reported the Parks and Cemetery Committee met to review a proposal for leasing McNabb Park race track and horse barn. The Committee recommendation is to enter into an agreement for horse boarding and lease of the racetrack and secure a porta john that is to be available at the horse barn from November through April and at the Farmers Market during the months of May through October. Councilperson Shafer stated that the lease would be with Brook & Dana Daniel with boarding limited to their own horses and will not be allowed to sublease space for another horse owner. The lease would be annual with a payment made monthly. Councilperson Timmons added that the committee discussed having the water metered at the barn, with allowing this to be determined by the City Manager during negotiations. The City is responsible for removing the manure pile that exists prior to the lease taking effect.

Moved by Timmons, second by Schafer to authorize the City Manager to enter into negotiations with Brook & Dana Daniel for a horse boarding and race track lease, with the City securing the annual porta john. Motion carried.

Councilperson Gruesbeck reported the Public Safety Committee met to review the revised agreement with Mobile Medical Response, Inc. for use of the facilities at the Fire/Rescue Hall.

Moved by Gruesbeck, second by Timmons to approve the revised agreement and enter into the agreement with Mobile Medical Response, Inc. Motion carried.

Councilperson Gruesbeck reported the committee discussed a request to purchase one set of extrication tools from Rescue Resources in the amount of \$34,818.00.

Moved by Gruesbeck, second by Timmons to authorize the purchase of one set of extrication tools from Rescue Resources in the amount of \$34,818.00. Motion carried.

Councilperson Gruesbeck reported the committee discussed revisions presented by staff to the Fire/Rescue SOP #301 & SOP #302 as amended on July 1, 2016. Fire Chief Nelson informed Council that SOP #301 & SOP #302 addresses the Attendance Policy.

Moved by Gruesbeck, second by Timmons to approve the revisions of Fire/Rescue SOP #301 & SOP #302 as amended effective as of July 1, 2016. Motion carried.

Councilperson Gruesbeck reported the Committee discussed Fire/Rescue SOP #107 regarding social media. The committee recommends that City Attorney Arnold review the policy; no action to be taken at this time.

Public Hearing

Mayor Palmer presented Ordinance 2016-01: Chapter 26: Peddlers and Solicitors Article III Mobile Food Vending Units.

Moved by Timmons, second by Henderson to enter into the Public Hearing on Ordinance 2016-01: Chapter 26: Peddlers and Solicitors Article III Mobile Food Vending Units. Motion carried.

Mayor Palmer opened the hearing at 7:29pm.

Manager Yonker presented Council with a revised copy of Ordinance Chapter 26 Peddlers and Solicitors Article III Mobile Food Vending Units and Resolution 2016-07 Designation of Fees and Locations for Operation of Mobile Food Vending Units; detailing a few changes that were made to the document.

Councilperson Gruesbeck read Section 26-59 (d) A mobile vending unit shall be set back a minimum of ten (10) feet from any property line, street right-of-way, structure or other mobile food vending unit. He inquired if this does preclude any vending truck from parking downtown. Manager Yonker stated that yes, it would prevent any vendor trucks from being parked downtown directly in front of the downtown businesses.

Councilperson Henderson read Section 26-59 (e) Mobile food vending units may not be parked within one hundred fifty (150) feet of any “brick & mortar” restaurant when such a restaurant is open to the public for business, unless written permission has been acquired from all restaurants within the 150-foot radius. He stated that this clearly states only when a business is “open” allowing for vendors to be at a location during the “closed” time of any such business/restaurant.

Councilperson Timmons inquired on the ability for all vendors to be parked at a central location, as the city parking lot on the corner of Center and Pine River. Locations would be determined by the Resolution.

Mayor Palmer asked for additional comments. None were offered.

Moved by Timmons, second by Henderson to close the public hearing. Motion Carried.

Mayor Palmer closed the public hearing at 7:44pm.

Moved by Timmons, second by Henderson to adopt Ordinance 2016-01: Chapter 26: Peddlers and Solicitors Article III Mobile Food Vending Units as amended. Motion carried by Roll Call vote:

Ayes (6): Schafer, Timmons, Gruesbeck, Henderson, Koppleberger, Palmer

Nays (0): None

Absent (1): Paradise

Mayor Palmer presented Resolution 2016-07: Designation of Fees and Locations for Operation of Mobile Food Vending Units. Manager Yonker stated that the resolution does list acceptable locations for both private property and public property for vendors to park with written permission for the property owners.

Mayor Palmer was concerned about some of the public locations being too small/congested of an area for safety and fire emergencies. Councilperson Timmons agreed, stating the best option would be to centralize all food vendors to the city parking lot at the corner of Center and Pine River. Councilperson Henderson added that location will still be within the 150 feet restriction from other restaurants requiring permission. Councilperson Timmons suggested that the locations can be restrictive in the beginning and amend the resolution in the future to expand for accommodating the demand.

Moved by Timmons, second by Henderson to adopt Resolution 2016-07 Adoption of Designation of Fees and Locations for Operation of Mobile Food Vending Units with exception under Acceptable Locations, Public Property to only list the first location; Parking lot adjacent to and west of the City’s Farms Market structure. Motion carried.

City Manager Report

Manager Yonker presented his report to Council. He updated Council on the progress of the sidewalk project. The contractor suggested that some locations that were marked to be replaced were not that bad and could be held off until the end. With allowance in the budget that the decision then would be made whether to repair or not. Manager and Council are very happy with the progress and workmanship of Inniger Masonry. Manager Yonker requested authorization from Council to proceed with Mr. Heathcock’s recommendation of placing signage and reflective tape on the gates by the Senior Activity Building, Council approved the request.

Moved by Timmons, second by Koppleberger to receive the City Manager’s report. Motion carried.

New/Old Business

Councilperson Timmons inquired if the City has an ordinance regarding residents using wood burners. Manager Yonker and Fire Chief Nelson will review and discuss options regarding the issue. In addition, the possible ban of burning leaves will be addressed as well. The City does offer curbside leaf pickup.

Mayor Palmer inquired on if the speakers downtown should be fixed or replaced. Manager Yonker stated he has information on a new speaker system that can be attached to the light poles and will report back to Council.

Claims, Accounts and Payroll

Moved by Koppkeberger, second by Schafer 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 #42892-42937, and Payroll Checks #13834-13857, DD840-DD847, EFT #511-517 as listed in the Check Register Book. Motion carried.

Public Comment

Mayor Palmer asked for public comments. None were offered.

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

Moved by Henderson, second by Timmons to adjourn. Motion carried.

The meeting adjourned at 8:27pm.

Cathy Cameron, Deputy Clerk

Tim Palmer, Mayor

**CITY OF ITHACA
CITY COUNCIL MEETING**

July 19, 2016

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 Palmer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Councilperson Koppleberger gave the invocation.

Present were Mayor Tim Palmer and Councilpersons James Gruesbeck, Brian Henderson, Rick Koppleberger, Trevor Paradise, Alice Schafer, Cathy Timmons and Attorney Jefferson Arnold. Staff present were City Manager Chris A. Yonker, City Clerk-Treasurer Barbara Fandell and Fire Chief David Nelson.

Audience in attendance was Seth Wolfe and Janet Michaluk.

Moved by Henderson, second by Paradise to approve the minutes of the meeting held July 5, 2016. Motion carried.

Public Comment

Mayor Palmer asked to receive public comments.

Seth Wolfe from Gratiot Agricultural Society presented Council with an update on the barn maintenance and provided photos. He reported the repairs were half done and they have acquired half of the materials to finish the remainder of the repairs. Their target date to finish is September.

Mayor Palmer asked the Council if it was satisfied with the progress and expected completion date to honor waiving the park fees for the past events. General consensus, no fees will be collected.

Committee Reports

Clerk-Treasurer Fandell reported that the Gratiot Chamber will be starting an I ♥ Gratiot marketing campaign and selling T-shirts at local events to help support it.

Department Reports

Mayor Palmer stated Lt. McCollum was unable to attend the meeting, but a written report was submitted. The Lt. will attend the next meeting.

Moved by Timmons, second by Henderson to receive the Ithaca Unit report for June, 2016. Motion carried.

Fire Chief David Nelson reported on the quarterly activity of the Fire and Rescue Departments. For the year, the Fire Department responded to two more mutual aids than received. He reported that Dylan McGill, Dillon Weaver and Hayleigh Cooper all passed their boards during the quarter and are off probation. They are a great addition to the department.

Chief Nelson reported that the department is working with Alma and St. Louis on training and the three have received \$4,500 from the Luneak Foundation to help with the cost. The SLFD had committed to paying for two of the larger trainings and a cost of \$8,000 and this will help to offset that cost. The joint training with the AFD during the year has been going very well. The new JAWS have been ordered with a thank you to Emerson and North Star Townships for their extra donations to the department for their purchase.

Moved by Koppleberger, second by Timmons to receive the Fire Chief's report. Motion carried.

City Manager's Report

City Manager Yonker provided a written report updating members on the sidewalk replacement program, the County-wide Master Planning process, Michigan Main Street Program, amendments to the Fire and Rescue SOPs, MI Green Communities program, the ZFS project and C&S Steel. He invited Council to attend a webinar put on by the ICMA Ethics Director covering topics on ethics and conflict during an election year.

In addition Manager Yonker reported the Master Planning public input session would be July 27th and 28th which members could choose one to attend or take an online survey if they could not attend. He informed Council that Ithaca received a Bronze level award in the MI Green Communities and would now be entered into a drawing for a chance to win a \$1,000 prize to put toward other green initiative projects. Manager Yonker reported that staff met with Steve Clark on the Center Street design and walked the project. The timeline as set, will bid let in January with a May construction. The detour will be Emerson and Maple streets.

Councilperson Timmons asked if it included the apron at the Post Office. Manager Yonker explained that the last project just overlaid that apron and we may have to do the same, but are discussing the best option as well as the apron in front of the fire department. He added that the core sampling will be done as requested.

Councilperson Schafer inquired on the ZFS infrastructure funding. Manager Yonker said the CDBG fund are federal pass through dollars to the MEDC and there is some trouble getting those funds because the grants and programs all deal with manufacturing and not agriculture specific. GGDI is still working with the City, ZFS and the State on this.

Moved by Timmons, second by Paradise to receive the City Manager's report. Motion carried.

New/Old Business

Councilperson Gruesbeck asked who chained the gate by the Senior Activity building. Manager Yonker said the DPW did because people were removing it and leaving it open in order to drive golf carts through. The DPW is still working on getting the signs installed.

Mayor Palmer introduced Janet Michaluk, Brownfield Redevelopment Coordinator from the MDEQ. He shared that staff toured 101 E Center and 216 S. Pine River properties to see if there was and financial help for fixing these blight areas.

Ms. Michaluk gave a review of the day. She felt the MEDC is a better fit for the 101 E. Center property as it has program funds for blight elimination, façade improvement and rehabilitation. As for the 216 S. Pine River site, the MDEQ may have possible environmental assessment funds available and if contaminated, then there would be more funds available through its programs. She explained that five assessments are awarded each year and there are still two available for next fiscal year. She offered help if the City would like to make application.

Mayor Palmer thanked her for taking the time to meet with the City and for her recommendations.

Mayor Palmer asked Council to appoint the delegates to the MERS Annual meeting.

Moved by Schafer, second by Timmons to appoint Barbara Fandell and Bob Studt as the Officer Delegate and Officer Alternate to the MERS Annual meeting to be held September 28-29, 2017. Motion carried.

Councilperson Gruesbeck presented a request from the Senior Activity Board to add Pat Own to the nomination candidate listing for the Board election.

Moved by Gruesbeck, second by Timmons to approve adding Pat Owen to the Senior Activity Board nominating candidate list. Motion carried.

Clerk-Treasurer Fandell provided Council with correspondence from Troy Turner on the RC Raceway and asked for direction. Mayor Palmer will send it to committee for review.

Mayor Palmer discussed the MMS Steering Committee meetings being held at 7:00pm and paying the DDA Coordinator overtime for attending. Most members can meet during the day, but they haven't moved them yet. He would like to direct staff that the Coordinator will not come in after hours for those meetings.

Discussion and general consensus that Manager Yonker direct the DDA Coordinator to not attend MMS meetings after normal hours if overtime will be incurred.

Mayor Palmer asked for an update on the Shaw property. Manager Yonker gave the update on the fence and talked with him on the vehicles in the right of way and on the corner. Councilpersons shared their dissatisfaction with the progress. Manager Yonker said according to the three year agreement, he has until the end of summer to complete it and then if not, we can proceed with code enforcement. Mayor Palmer asked that the agreement be sent to Council for review.

Councilperson Gruesbeck inquired on the house next to the motel that has been under construction for four years and what would normally be done when not completed timely. Manager Yonker will look into it.

Councilperson Schafer inquired about the park cameras. Manager Yonker stated two in operating but are in a fixed position and Skyweb is still working on them. The cameras installed were different than what was shown to us and Skyweb is not responding to any methods of contact. Councilperson Schafer asked what the plan was after the concrete pad was removed in the park. Manager Yonker said it would become green space.

Claims, Accounts and Payroll

Moved by Schafer, second by Paradise 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 #42939-42974, and Payroll Checks #13858-13879, DD848-DD853, EFT #512-521 as listed in the Check Register Book. Motion carried.

Public Comment

Mayor Palmer asked for public comments. None were offered.

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

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

The meeting adjourned at 8:02 p.m.

Barbara Fandell, Clerk-Treasurer

Tim Palmer, Mayor

CITY OF ITHACA
CITY COUNCIL MEETING
August 2, 2016
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 Palmer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Councilperson Schafer gave the invocation.

Present were Mayor Tim Palmer and Councilpersons James Gruesbeck, Brian Henderson, Rick Koppleberger, Trevor Paradise, Alice Schafer and Cathy Timmons. Staff present were City Manager Chris A. Yonker, Clerk-Treasurer Barbara Fandell, Lt. Roy McCollum and Attorney Jefferson Arnold.

Audience in attendance was Richard Heathcock, Brook & Dana Daniel and Randy Shaw.

Moved by Paradise, second by Timmons to approve the minutes of the meeting held July 19, 2016. Motion carried.

Public Comment

Mayor Palmer asked to receive public comments.

Mr. Richard Heathcock, 511 Barber Street, shared appreciation for the closing of the barricades at the end of E. North Street by the Senior Activity Building. The chains have stopped the through traffic and thanked the Council for its action and safety for the seniors. City Manager Yonker added that there have also been calls to the contrary from residents who must go around because bicycles and walkers can no longer go through.

Randy Shaw, Shaw's Auto Body, addressed the Council on the fence and other issues within the agreement with the City regarding his property on E. Center Street. The fence is up and took longer due to problems with buried concrete and placing the posts for the fence. He had to change to a slotted fence so it would withstand the weight and wind. Mayor Palmer noted the agreement was for a solid fence. Mr. Shaw offered to put a privacy fence inside if needed. Council desired that the agreement be followed. Mr. Shaw agreed to put up a privacy fence or a slatted fence on the inside of the other. Councilperson Schafer added that the tenant has created a junk yard and is still parking vehicles outside the fence. Councilperson Gruesbeck added it is not only a zoning issue but a safety issue.

City Manager Yonker said he and Mr. Shaw had discussed those issues and Mr. Shaw has done his part in regards to the agreement. The blight issue will need to be addressed with the tenant and Mr. Shaw has asked the City to work with him on addressing the tenant to resolve the issues. Mayor Palmer asked Lt. McCollum and Attorney Arnold who would be responsible for a code violation ticket. Both confirmed it would be the property owner. Mr. Shaw asked for a letter and for the City Manager to go with him to meet with the tenant. Mr. Shaw was thanked for his attendance and the work he has done to the property.

Committee Reports

Mayor Palmer reported the Committee of Whole met with the City Manager on personnel and operations. There were no recommendations from this meeting.

City Manager's Report

Manager Yonker provided a written report updating Council on the sidewalk millage project, County-wide master planning, mobile food vendor ordinance, the C&S Steel reconstruction, ZFS project, drilling of core samples of Center & Pine River Streets prior to next year's resurfacing, the Boy Scout Eagle project for the dog park, Craig Frames expansion and Well #7 water use agreement with the Vanderbeek Trust.

In addition to the written report, Manager Yonker reported that the sidewalk millage project is estimated to be about \$20,000 over the millage that will be collected. He and Treasurer Fandell confirmed the funds will come from the Major & Local Street funds for this year, but future years should be addressed so as not to continue

to absorb any overages by those funds. Manager Yonker informed Council that he met with staff and Jerry Timmons on the Old US-27 Car Cruise and everything is planned and set. He further reported that a conference call was scheduled with Thrun Law to discuss the MTT for the Hardwoods. It appears they may be open to discussing a settlement prior to the MTT, but they have been very slow in responding to the City's initial list of interrogatory questions.

Councilperson Timmons asked what Mr. Reynold's concerns were with the mobile food vendor ordinance. Manager Yonker explained that he generally could come to town only one day per week, and by having to get a 30-consecutive-day permit he would be paying a higher rate per day. If he were here only four of the 30 days, he would be paying about \$15/day, instead of the \$2/day if he were here all 30 days. Another question arose, that if he attended the Farmers Market, would he pay the Mobile Food Vendor permit or the Farmers Market fee, or both. Councilperson Henderson said he would be operating under his food license so it should fall under the Mobile Food Vendor permit. Councilperson Schafer added that he is asking for an exception and others may follow pattern. The fee that was set is not very high and we should follow the new ordinance as passed. Mayor Palmer added that Manager Yonker did a lot of research during the ordinance development and that the ordinance and fee structure as adopted should be followed at least initially for the new permit process. Consensus of the Council was to follow the ordinance and fee structure as adopted.

Moved by Timmons, second by Paradise to receive the City Manager's report. Motion carried.

New/Old Business

Lt. McCollum updated Council on the Ithaca Unit activity and cases in which resident tips and concerns have led to arrests of neighboring community crimes. Councilperson Paradise asked what the curfew was for children, with many out late due to the Pokémon Go craze. Lt. McCollum said under 16 years it is 10:00 p.m. and the officers have been enforcing it.

Based on the Council's direction at a previous meeting, the City Manager presented for consideration the Lease Agreement for Use of Horse Barn and Track in McNabb Park between the City and Brook and Dana Daniel. He requested one change to Item 10, which addressed the trash receptacle responsibility.

Moved by Paradise, second by Timmons to approve the Lease Agreement for Use of Horse Barn and Track in McNabb Park between the City and Brook and Dana Daniel with the change to Item 10 as presented and to authorize the City Manager and Mayor to sign. Motion carried.

Mayor Palmer set a Committee of Whole meeting for August 16, 2016 at 6:00 p.m. for the purpose of prioritizing the goals and objectives from last fall's goal setting session, and for other related matters.

Claims, Accounts and Payroll

Moved by Koppberger, second by Schafer 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 #42975-43027, and Payroll Checks #13880-13916, DD854-DD862, EFT #522-526 as listed in the Check Register Book. Motion carried.

Public Comment

Mayor Palmer asked for any additional public comments. None were offered.

Mayor Palmer asked for any other business to come before the City Council. None was offered.

Moved by Timmons, second by Paradise to adjourn. Motion carried.

The meeting adjourned at 7:45 p.m.

Barbara Fandell, City Clerk-Treasurer

Tim Palmer, Mayor

CITY OF ITHACA
CITY COUNCIL MEETING
August 16, 2016
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 Palmer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Councilperson Koppleberger gave the invocation.

Present were Mayor Tim Palmer and Councilpersons James Gruesbeck, Brian Henderson, Rick Koppleberger, Alice Schafer, Cathy Timmons and Attorney Jefferson Arnold. Staff present were City Manager Chris A. Yonker, Deputy Clerk Cathy Cameron. Absent was Councilperson Trevor Paradise.

Audience in attendance was Rick Bongard.

Moved by Timmons, second by Koppleberger to approve the minutes of the meeting held August 2, 2016. Motion carried.

Public Comment

Mayor Palmer asked to receive public comments. Rick Bongard informed council that the Dalmac Tour will be stopping in Ithaca and will be at the High School overnight on August 31st. He will be catering the dinner that evening at the school and is requesting Council members to volunteer if they are available.

Committee Reports

Mayor Palmer reported that the Committee of the Whole just meet prior to this meeting to discuss the goals for the remainder of this year and moving forward. The discussion will continue with another meeting on Tuesday, September 20th at 6 p.m. in the Council chambers.

City Manager's Report

City Manager Yonker provided a written report updating members on the County-wide Master Planning process, bicycle pathway along U.S.127 progress, Michigan Main Street Program, the ZFS project, C&S Steel project and the MI Tax Tribunal case with The Hardwoods.

DPW crew has been busy painting two buildings at their facility, tree trimming and removing an old concrete pad in Woodland Park. They take pride in their work and have been doing a great job on the many projects this summer.

The lease with Brook & Dana Daniel has been signed for use of the horse barn and track at McNabb Park as authorized by Council.

Manager Yonker stated that he is communicating with a small group of RC car racers who have expressed their frustration that no races have been held in Ithaca this year. The City lease agreement is with Central MI RC Raceway a nonprofit organization whose main contact has moved away from the area. A review of this lease agreement will be done for compliance and what action needs to be taken moving forward.

The County Treasurer informed Manager Yonker that the grain elevator property that was on the back tax sale has been purchased.

Manager Yonker, Clerk-Treasurer Fandell and DPW Director Studt meet with City Attorney Arnold regarding the ongoing litigation with Grace Vanderbeek Estate. The estate has offered the City to purchase the two acres at a price of \$8,000 per acre while continuing to provide free water service at the farm house along with son Rick Vanderbeek's house across the street. Discussion was held. Attorney Arnold stated that this original water use agreement from 1952 was between the City and Dr. McNabb, who later sold the farm to Vanderbeek.

Mayor Palmer inquired on the enforcement of the Mobile Food Truck Ordinance as a food vender is still parking downtown. Manager Yonker stated he will follow up on enforcing the new ordinance and staff will make contact with the food truck vendors who have been within the City.

Moved by Timmons, second by Henderson to receive the City Manager's report. Motion carried.

New Business

Mayor Palmer introduced Resolution 2016-08 Introducing Ordinance 2016-02: Amendments to Sewer Use Code. Manager Yonker informed Council that Director Studt has been working with consultants from Fishbeck Thompson Carr & Huber of Grand Rapids regarding this update. The document was sent to MDEQ for their approval and we have received it back.

Moved by Schafer, seconded by Timmons to adopt Resolution 2016-08 Introducing Ordinance 2016-02: Amending Chapter 38 Article III. Sewers, setting a public hearing for Tuesday, September 6, 2016 at 7 p.m. or soon thereafter. Motion carried.

Old Business

Manager Yonker provided Council with a spreadsheet containing information on his research of vacant lot pricing in a neighboring community. Discussion was held on the values of the available lots within Westwind Estates Subdivision. Mayor Palmer stated that because a vacant lot has not sold in twelve years that the asking/listing price of the remaining lots should be lowered. Mayor Palmer requested that he and Manager Yonker meet with City Assessor Hunter to determine new asking prices to bring back to Council.

Claims, Accounts and Payroll

Moved by Schafer, 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 #43028-43076, and Payroll Checks #13917-13932, DD863-DD868, EFT #527-531 as listed in the Check Register Book. Motion carried.

Public Comment

Mayor Palmer asked for public comments. None were offered.

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

Moved by Timmons, second by Henderson to adjourn. Motion carried.

The meeting adjourned at 8:05 p.m.

Cathy Cameron, Deputy Clerk

Tim Palmer, Mayor

CITY OF ITHACA
CITY COUNCIL MEETING
September 6, 2016
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 Palmer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Councilperson Schafer gave the invocation.

Present were Mayor Tim Palmer and Councilpersons James Gruesbeck, Brian Henderson, Rick Koppleberger, Trevor Paradise, Alice Schafer and Cathy Timmons. Staff present were City Manager Chris A. Yonker, Deputy Clerk Cathy Cameron and Attorney Jefferson Arnold.

Audience in attendance was Kyle Stahl.

Motion by Paradise, second by Timmons to approve the minutes of the meeting held August 16, 2016; motion carried.

Public Comment

Mayor Palmer asked to receive public comments. Kyle Stahl, owner of Killer Hibachi expressed his frustration with the new food truck ordinance, for not being notified as a courtesy or having input during the process. Mayor Palmer informed him that all public committee meetings are posted at City Hall and Council meets every first and third Tuesday each month, which is also posted on the city website. Mr. Stahl stated that he does not have an issue with the permit fee but rather the location that he has to park the food truck. He has been parking in front of Hometown Cellars & Brewery in a collaborative effort to provide a dining experience for their customers. He feels that it will hurt his business by having to use the required parking lot by ordinance, stating that people will not want to walk that far for food. Councilperson Shafer stated that for the convenience of the customer, most people prefer to be waited on and have their meal brought to them. Councilperson Timmons expressed that the Council is not trying to discourage food trucks from coming to town but to encourage a variety of food vendors while maintaining fairness to our brick and mortar restaurants. Councilperson Henderson stated that it is against city ordinance to have trailers in the downtown area and it is posted as such on both intersections. Councilperson Gruesbeck commented that if the City allowed him to park downtown with the food truck, then other vendors would be have that same right, which creates congestion and safety issues if they were all there at the same time. Consensus of the Council was to follow the ordinance and fee structure as adopted.

Committee Reports

Councilperson Gruesbeck reported that the Public Safety Committee met to discuss the appointment of Assistant Fire Chief Randy Ester. The Committee recommended appointment of Randy Ester as Assistant Fire Chief, contingent upon him completing Hazardous Material Operations certification within 12 months and Medical First Responder (MFR) Certification within 24 months of this appointment. The Committee also agreed to require MFR training for all officers going forward.

Motion by Gruesbeck, second by Timmons to appoint Randy Ester as Assistant Fire Chief, contingent upon him completing Hazardous Material Operations certification within 12 months and MFR Certification within 24 months of this appointment; motion carried.

Councilperson Gruesbeck reported that the Committee recommends that all future officer appointments will require MFR Certification prior to appointment.

Motion by Gruesbeck, second by Paradise to require all future firefighters obtain the certification as a Medical First Responder before being appointed to an Officer position; motion carried.

Discussion on illegal burning was held with acknowledgement that the Fire Chief holds the authority to issue a ticket of violation to the property owner and the assessment of costs to extinguish the fire.

Councilperson Schafer reported that the Library Board met and employee Carrie Fidler has given notice that she will be leaving sometime in October/November, offering to stay until a new employee has been hired. Discussion was held on removing the old railroad ties by the wheelchair ramp and constructing a brick or block retaining wall that would match the building and/or the new mortarless concrete walls installed during the basement renovation project. Councilperson Timmons suggested that a railing be installed by the front entrance where the new concrete pad was poured leaving an inch or two lip causing people to trip. This will be considered as well as contacting the mason to see what they can do to fix the issue.

City Manager's Report

Manager Yonker provided a written report updating Council on the County-wide master planning, bike pathway along US127, ZFS project, C & S Steel reconstruction and milling and resurfacing of Center & Pine River Streets

Manager Yonker reported that Washington Township has decided to reenter into an agreement for service with the Ashley Fire & Rescue Department, which then also places them back into our mutual aid agreement. Our fire department take delivery of the new extrication equipment sometime next week. Written approval has been received from MHSDA for a four-month extension for the homeowner rehab program as we still have three units that need to be completed. This will bring the total to six homeowners that have taken advantage of this assistance program. DPW is installing a new watermain on Union Street between Norton Gibbs and Westwind Estates. Manager Yonker presented a request from Ben Crowley, President of Gratiot County Chamber for a waiver of the fee to use McNabb Park for the Agri-Fit Challenge. His recommendation and Council consensus was to continue with the agreement made last year to charge them half of the fee, being \$250. Mr. Crowley will be leaving the position as President effective the end of this year after taking a new position in Manistee.

Councilperson Shafer inquired on the progress of code compliance by Gratiot Towing, which is located on Randy Shaw's property on East Center Street. Discussion ensued. Mayor Palmer stated that the three-year agreement has now expired and they are still not in compliance with the property maintenance code. It was the consensus of the Council to have Manager Yonker meet with Randy Shaw and Bruce Bosley, owner of Gratiot Towing to inform them that they are still in violation and have until September 30, 2016 to become compliant or citations will be delivered.

Motion by Paradise, second by Timmons to receive the City Manager's report; motion carried.

Ordinance 2016-02: Chapter 38

Motion by Henderson, second by Schafer to enter into a public hearing at 7:58 p.m.; motion carried.

Manager Yonker presented Ordinance 2016-02: Amending Chapter 38: Utilities of the City Code of Ordinances. These amendments include new standards for pretreatment of wastewater. These will allow for the enforcement of our Industrial Pretreatment Program in compliance the Michigan Department of Environmental Quality new standards.

Motion by Henderson, second by Koppleberger to close the public hearing at 8:02 p.m.; motion carried.

Motion by Timmons, second by Paradise to adopt Ordinance 2016-02: Amending Chapter 38: Utilities of the City Code of Ordinances. Motion carried by Roll Call vote:

Ayes (7): Schafer, Timmons, Gruesbeck, Henderson, Koppleberger, Paradise & Palmer

Nays (0): None

Absent (0): None

New/Old Business

Manager Yonker reported that the MDEQ awarded the City a \$503,922 grant under the Stormwater Asset Management & Wastewater (SAW) program. The grant will be used to inventory, clean and inspect the City's entire stormwater collection system and entering into a GIS database. The data will then be used to

prepare a stormwater asset management plan. Similar work will be performed with the water and sanitary sewer systems, but at local cost.

Mayor Palmer scheduled a Ways and Means Committee meeting for September 20, 2016 at 4:00 p.m. to discuss the pricing of the vacant lots in the Westwind Estates Subdivision with Assessor Edie Hunter.

Mayor Palmer inquired about the progress of designing the two new State Championship signs to be placed next to the City limit welcome signs on the east and north ends of the US-127 business route. Manager Yonker stated that he will be contacting E & S Graphics for a couple of design ideas and then securing estimates for consideration by the City and the Ithaca School District, who have a tentative agreement to split the cost of the two new signs. Mayor Palmer inquired on the progress for filling the vacant Code Enforcement position; discussion ensued regarding options to fill that position.

Mayor Palmer stated that he thinks the Michigan Main Street Program should be suspended. Councilperson Schafer commented that the needed stakeholders are not coming forth to help lead the effort. Councilperson Timmons shared her reservation about being able to maintain the associate level membership. Discussion was held. Motion by Gruesbeck, second by Paradise to suspend all activities regarding the Michigan Main Street initiative in terms of city staff time and city dollars spent; motion carried.

Manager Yonker clarified that the Downtown Development Authority is the entity that entered into the program agreement with the Michigan Main Street Center and could choose as a board to continue without the support of the City Council.

Claims, Accounts and Payroll

Motion by Koppleberger, second by Schafer 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 #42975-43027, and Payroll Checks #13880-13916, DD854-DD862, EFT #522-526 as listed in the Check Register Book; motion carried.

Public Comment

Mayor Palmer asked for any additional public comments. Resident Ike Wheeler, 423 E Fillmore Rd., expressed his concerns with hunters shooting geese after dark, the number of hunters and how hunting licenses are being issued/distributed for property within the City limits. Discussion was held and will be addressed with Lt. McCollum of the Ithaca Unit of the County Sheriff's Department.

Closed Session: Land Acquisition and/or Pending Litigation

Motion by Henderson, second by Timmons to enter into closed session at 8:34 p.m. for the stated purposes of land acquisition and/or pending litigation; motion carried.

Discussion was held during closed session.

Motion by Timmons, second by Paradise to exit the closed session at 8:58 p.m.; motion carried.

Mayor Palmer asked for any other business to come before the City Council; none was offered.

Motion by Timmons, second by Paradise to adjourn the meeting; motion carried.

The meeting adjourned at 8:59 p.m.

Cathy Cameron, Deputy Clerk

Tim Palmer, Mayor

**CITY OF ITHACA
CITY COUNCIL MEETING
September 20, 2016
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 Palmer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Councilperson Koppleberger gave the invocation.

Present were Mayor Tim Palmer and Councilpersons James Gruesbeck, Brian Henderson, Rick Koppleberger, Cathy Timmons and Attorney Jefferson Arnold. Staff present were City Manager Chris A. Yonker and City Clerk-Treasurer Barbara Fandell.

Absent were Councilpersons Trevor Paradise and Alice Schafer.

Audience in attendance was Ike Wheeler.

Moved by Timmons, second by Koppleberger to approve the minutes of the meeting held September 6, 2016. Motion carried.

Public Comment

Mayor Palmer asked to receive public comments. None were offered.

Committee Reports

Mayor Palmer reported the Committee of the Whole met to review the goals of the City as set at the strategic planning session and review a land offer from the County. The committee was updated on the ZFS property development. The Gratiot County Treasurer has offered a parcel of land to the City, at no cost, which did not sell at the second tax auction. The County has no need for it and it is adjacent to city owned land and is in the DDA District. The Committee recommends accepting the parcel.

Moved by Timmons, second by Henderson to accept the vacant lot (parcel #29-52-327-003-00) from the Gratiot County Treasurer at no transaction cost to the City. Motion carried.

City Manager Yonker reported the DDA met and discussed the Council's decision to stop the MMS program. The Board also discussed the current activity level of the DDA overall and the Farmer's Market fees and schedule. Manager Yonker stated that he needs to contact the MEDC on the decision to step down from the MMS Program Associate Level.

Department Reports

Lt. McCollum submitted a written report on the August activity of the Ithaca Unit.

Moved by Timmons, second by Koppleberger to receive the Ithaca Unit report for August, 2016. Motion carried.

City Manager's Report

City Manager Yonker provided a written report updating members on County-wide Master Plan, the MDOT Pathway project and ribbon cutting, Center Street resurfacing project, Union Street water main project, East Center Street sink hole repair, library furnace issues, C&S Steel, Craig Frame expansion, ZFS project, DDA board meeting, water well status, MTT Case with Hardwood, Mayor's Exchange Day and shared information from a Recycling webinar.

In addition Manager Yonker reported the live valve installation of the Union Street water main was done on the 8" line and was tapped without turning off the water services to Westwinds. This was a cost effective method and interesting to see. The recycling webinar had a lot of items that are recyclable that Granger currently does not take, and he will talk to Sean about how we can increase these services if possible. He informed Council that the Ways and Means Committee to discuss the Westwind lots was rescheduled for October 4, 2016 at 4:00pm.

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

New/Old Business

City Manager Yonker presented Resolution 2016-09 which if adopted, supports the name change of the Michigan Local Government Management Association to Michigan Municipal Executives. He shared the decision and discussion held by the managers at MLGMA.

Moved by Timmons, second by Henderson to adopt Resolution 2016-09 Recognizing that the Michigan Local Government Management Association is Now Known as the Michigan Municipal Executives. Motion carried.

Clerk-Treasurer Fandell presented the MML Liability and Property Pool Director Candidates as presented by the Pool Nominating Committee for election. Two incumbent Directors were presented for reelection, Penny Hill, Assistant City Manager for Traverse City and Jean Stegeman, Mayor of the City of Menominee.

Moved by Henderson, second by Koppleberger to approve the candidates as presented by the MML Nominating Committee and cast the ballot for Penny Hill and Jean Stegeman. Motion carried.

Claims, Accounts and Payroll

Moved by Timmons, 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 #43125-43170, Water/Sewer Bond Debt Check #1042and Payroll Checks #13968-13984, DD881-DD886, EFT #542-545 as listed in the Check Register Book. Motion carried.

Public Comment

Mayor Palmer asked for public comments. None were offered.

Mayor Palmer asked for additional business to come before the City Council.

Councilperson Gruesbeck asked if anyone attended the event in Ionia the past Saturday. They had nearly 50 mobile food vendors and were located at the fairgrounds and not on the main street. It was well attended.

Mayor Palmer requested the City streets be closed for the Homecoming parade next Friday for safety and traffic issues. Streets discussed were Jeffery from Newark going south and Center Street downtown. Council felt Jeffery should be blocked further north than Newark as the lineup is long and would protect participants better.

Mayor Palmer asked that the DPW gate be locked at a minimum on weekends as people are dumping trash in the DPW dumpster that should not be and taking dirt and sand. Manager Yonker will discuss with Director Studt.

Councilperson Timmons has observed several inoperable vehicles in town that have been there for weeks and asked that they be addressed. She also shared that no action has been taken in regards to clean up on the lot behind the Motel, and the weeds behind the businesses on the north side of the 100 Block of East Center Street. Manager Yonker will check on the status.

Moved by Henderson, second by Timmons to adjourn. Motion carried.

The meeting adjourned at 7:33 p.m.

Barbara Fandell, Clerk-Treasurer

Tim Palmer, Mayor

CITY OF ITHACA
CITY COUNCIL MEETING
October 4, 2016
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 Palmer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Councilperson Schafer gave the invocation.

Present were Mayor Tim Palmer and Councilpersons Brian Henderson, Rick Koppleberger, Trevor Paradise, Alice Schafer, Cathy Timmons and Attorney Jefferson Arnold. Staff present were City Manager Chris A. Yonker and City Clerk-Treasurer Barbara Fandell.

Absent was Councilperson James Gruesbeck.

Audience in attendance was none.

Moved by Koppleberger, second by Paradise to approve the minutes of the meeting held September 20, 2016. Motion carried.

Public Comment

Mayor Palmer asked to receive public comments. None were offered.

Committee Reports

Mayor Palmer reported the Ways and Means Committee was cancelled and would be rescheduled.

City Manager's Report

City Manager Yonker reported the Union Street watermain project was complete and good samples received. The paving of the street will have to wait until spring due to the contractors schedule and weather delays. He, Director Studt, Rowe and MDOT had a grade inspection review for the Center Street paving project. Bids are on target for let in January/February with construction being done in the spring. MDOT did approve the higher grade asphalt for the entire two blocks.

Manager Yonker reported he received notice from GAS on the fair dates for 2017, which will be June 21-26, 2017. Councilperson Henderson noted the contract would need renewed as it expires at the end of the year. Manager Yonker also reported he reviewed the RC Raceway contract and several items are in breach and are cause for termination of the current agreement. There are other local individuals who have made contact and shown interest in taking over the management of the track for next year. He asked for direction on the current contract.

Moved by Timmons, second by Paradise to have the City Manager and City Attorney terminate the agreement with Central Michigan RC Raceway. Motion carried.

Manager Yonker updated Council on the DDA meeting and minutes. President Dudek feels the meeting was misrepresented and that the Board had consensus to suspend all activity of the Authority. The board was split three to three so there was no consensus or other formal action so the minutes will be presented for approval as written. The DDA is to meet next week and there was also discussion on changing meetings to quarterly with the ending of the MMS Program. Mayor Palmer added the DDA needed to elect officers at its next meeting. He added the DDA has accomplished good things and hoped the TIF renewal will help it financially. Manager Yonker gave a brief overview of the TIF renewal process.

City Manager Yonker reported he attended the County Brownfield Redevelopment Board meeting on the ZFS project plans and they were approved. Assessor Hunter did a great job on the Statements of Obsolescence for the site, and since Ithaca is a core city, ZFS will qualify for additional funding under the obsolescence requirements for the State. The ZFS site plan review will go before the Planning Commission next week. Manager Yonker distributed the press release and reviewed the next steps of the development for the upcoming months. The project will receive tax abatements for the Ag Renaissance Zone and the Brownfield. The Ren Zone will be for 15 years with capture beginning in year 12 at 25%, then 50%, 75% until 100%. Once expired, the Brownfield abatement will layer on. There will not be any IFTs. It will create seventy-five jobs in the first three years.

Councilperson Schafer stated twelve years of not taxes was a long time and if provisions would be included to protect the City if they were to pull out or fail. Manager Yonker state there would be protection and claw backs included as will be required by MEDC. The project has minimized the City's risk and it will not need to bond, nor will the State approve any CDBG funding. The project is \$129million for the first phase. ZFS will fund the sanitary sewer extension under the highway, the line and the lift station, it will also hook on the water line and bring it to their site. They will have on on-site well for its main production. The plant will be the largest in the state and have a positive ripple effect on farmers due to the volumes it will take.

City Manager Yonker further reported that an application was received from Mobilelink to construct a 120 foot pole next to the Farmer's Market in the street right-of-way. The tower does not qualify under the METRO Act so they are trying to qualify under the ROW Utilization Act. Several communities are experiencing similar requests and some are banning together to jointly respond against allowing them or relocating them to water towers. He added that placing one in our Nationally Registered Historic District would not be good. Mayor Palmer added it was a breakout session at the MML convention and discussions were held on a possible class action suit against them.

Manager Yonker presented the Council with sample options for the City entry signs. Council discussed and agreed to not having a separate listing of the Champions but a general sign as in the past "Home of the Yellowjacket State Champions" and adding a panel directing to the "Historic Downtown District" as in past and possible service club/chamber logos. A decorative block border and landscaping around the sign. The individual teams could be on a sign located at the high school to help both the City and the school get them done in a more timely and cost effective manner.

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

New/Old Business

Councilperson Schafer reported the Library had a large turnout for Phil Lippert's book signing and the Director is still working on getting quotes for shoring up the drive.

Councilperson Timmons requested the light pole on the corner of Pine River and North streets have the power fixed before the Christmas decorations are put up.

Clerk-Treasurer Fandell received a call that the School Board is not planning to open the swimming pool this summer. A definite decision will be made in the next few months, but if they choose not to open, then we will not make our budgeted contribution for the year.

Councilperson Timmons inquired on code violations and provided some addresses to be checked.

Councilperson Schafer shared concerns with the hydrant flushing and possibly changing the times of flushing to less busy traffic times and deflecting the water away from traffic better. Manager Yonker confirmed the deflectors were being used, but he would discuss times and options with Director Studt to see if it could be done differently.

Claims, Accounts and Payroll

Moved by Schafer, second by Timmons 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 #43171-43214, except for Holland Supply Company Check #43190 and Payroll Checks #13985-14010, DD887-DD892, EFT #546-550 as listed in the Check Register Book. Motion carried.

Public Comment

Mayor Palmer asked for public comments. None were offered.

City Manager Yonker requested going into closed session to discuss land purchase/litigation.

Moved by Timmons, second by Henderson to enter into Closed Session to discuss land purchase and litigation. Motion carried. Closed Session entered at 8:30pm.

City Council returned to Open Session at 8:55pm.

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

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

The meeting adjourned at 8:56 p.m.

Barbara Fandell, Clerk-Treasurer

Tim Palmer, Mayor

CITY OF ITHACA
CITY COUNCIL MEETING
October 18, 2016
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 Palmer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Councilperson Koppleberger gave the invocation.

Present were Mayor Tim Palmer and Councilpersons James Gruesbeck, Brian Henderson, Rick Koppleberger, Trevor Paradise, Alice Schafer and Cathy Timmons. Officers and staff present were Attorney Jefferson Arnold, City Manager Chris A. Yonker, City Clerk-Treasurer Barbara Fandell, Fire Chief Nelson and Lt. Roy McCollum.

Audience in attendance was Patrick Tully, Kurt Brauer, Kasey Zehner, Don Schurr, Brian Terborg, Eric Meeuwsen, Bob Garland and Jim Wheeler.

Moved by Timmons, second by Paradise to approve the minutes of the meeting held October 4, 2016. Motion carried.

Public Comment

Mayor Palmer asked to receive public comments. None were offered.

Zeeland Farm Services LLC Project Presentation

City Manager Yonker welcomed the ZFS representatives and gave a summary of the presentation agenda and its purpose, with focus on the Brownfield Plan and tax abatement processes.

Don Schurr of Greater Gratiot Development reviewed the past two years and GGDI's role in working with ZFS to bring the project to Ithaca. He gave the history of the 435-acres, which was one of the original Renaissance Zones from 1996 and then, after the failure of Liberty Fuels/ICM, Inc was marketed as an Agricultural Industrial Park. GGDI and the City were under a non-disclosure/confidentiality agreement for the past two years until the recent public announcement was released. This is the largest bureaucratic project GGDI has undertaken.

Attorney Patrick Tully of WN&J, stated the project, when completed, will revolutionize soy bean processing in the State. Zeeland currently owns the single soy bean processing plant in the state which handles 10% of the soy beans in the state. This project will allow 40% more to remain in the State of Michigan.

Brian Terborg, ZFS, added that the soy bean processing is the heart of the project. The plant is four times the size of the Zeeland plant and it is exciting to add value to not only soy, but to Michigan agriculture as well. It will boost economic development in the City, Gratiot County, and State. The plant being built is a legacy plant with a 50 year vision. It can process 40Billion bushels annually and will increase prices by \$.20/bushel.

Eric Meeuwsen, owner ZFS, presented the site plan and reviewed the site drawings and layout. The tallest structure will be 200 feet and the storage bins will be 100 feet in height. He discussed the road and other infrastructure and traffic the plant will bring.

Mr. Tully then described the Renaissance Zone tax abatement and Brownfield capture in relation to the property taxes. The Ren Zone will allow for a tax abatement for the first 12 years and then increase 25% per year until 100% is reached. The Brownfield will begin in year 13 and taxes will be offset by the capture allowed, total capture for the City would be \$7.2M and is estimated to go until 2047, but could end sooner. The project will include the installation of a City gate valve station on the existing Consumers gas line, fire suppression, extension of the 138KV electric transmission line, construction of new and extension of existing rail line and yard. MEDC is requiring that the City have ownership in the improvements in order to capitalize on the Brownfield program. Kurt Brauer, WN&J, added that the State is assisting in the road and rail and they are also working with MDOT on solutions for the increased truck traffic.

Don Schurr added that this may aide in the completion of US127 or may encourage MDOT to look at an interchange at Bagley Road. Manager Yonker wrapped up the presentation sharing the positive benefits the project will bring to Ithaca and the County. The City will see and increased service area for utilities and service capacities, increased sanitary sewer revenues, improvements to road and rail infrastructure and all at a minimized financial risk to the city with no public bonded indebtedness, no up-front costs to the City for construction of public infrastructure, no Brownfield captures on debt service, 75 new jobs created and 150 construction jobs and potential for additional business development in related agriculture.

Mayor Palmer shared the City's appreciation to Zeeland Farm Services and the Meeuwsen family for their investment in the City and to GGDI for their work in bringing the project to fruition.

Mayor Palmer directed to be At Ease at 8:05pm. The meeting reconvened at 8:15pm.

Committee Reports

Councilperson Schafer reported the Ways and Means Committee met to discuss the selling price of Westwind lots, the contract for auditing services, customer water deposits, purchase of fire hose and the Perk up the Park funds.

The Committee recommends using the 2016 SEV for determining the selling price for the Westwind lot, based on no sales since 2004, current markets and neighboring sales. They also recommend that a stipulation be placed as terms of any sale that home construction be built in a specified time frame.

Moved by Schafer, second by Koppleberger to use the 2016 SEV for determining the selling price of eight remaining lots and a construction time frame be placed as a condition of sale. Motion carried.

The Committee recommends looking at a two year contract extension for auditing services with Roslund, Prestage and Company and not performing an Request for Proposal. The RFP will be considered in two years.

Moved by Timmons, second by Henderson to request Roslund, Prestage and Company submit a cost for a two-year contract extension and be brought back to the Committee for review. Motion carried.

The Committee reviewed quotes for replacing 800 feet of LDH Fire hose. Prices ranged from \$4,400 to \$5,350. The Committee recommends the purchase of hose from Front Line Services (Kochek Inc – mfg) for \$5,160.

Moved by Schafer, second by Paradise to purchase 800 Feet of LDH Fire hose from Front Line Service as quoted, at a cost of \$4,760 plus shipping (est \$400) and to amend the fire department budget for the purchase. Motion carried.

The Committee discussed water service customer deposits and recommends the elimination of the deposits effective January 1, 2017 so there is time to notify the landlords so they may adjust for the change. Current deposits on file will be kept until tenants move out; however landlords will be given the option to change over in January if they so choose. Exceptions will be for improperly plumbed multi units which will have deposits applied and change over to the landlords billing.

Moved by Schafer, second by Henderson to eliminate the customer water deposits effective January 1, 2017 and place accounts in the home owner's/ landlord's name; with current deposits on file being kept until tenants move out with the exception of improperly plumbed multi units which will have deposits applied and change over to the landlords billing. Motion carried.

The Committee reviewed the Perk Up the Park project and lack of activity since the City took on the accounting for the ICAA three years ago. The account has just over \$800 in it. The Committee recommends staff talk with the ICAA regarding the project and its fruitility. If there is no expectation of completion, then look at options to use in the park or return to ICAA for smaller group projects.

Moved by Schafer, second by Timmons to direct staff to discuss the Perk Up the Park project with ICAA representatives and report back. Motion carried.

Councilperson Schafer reported the Committee reviewed a request from the City Manager to increase the Fire Chief's wage by 2%, the same as other employees received on July 1. The Chief's wage is normally approved through the Public Safety Committee budget process, however was missed last year and the request is to be effective 10/1/2016.

Moved by Schafer, second by Koppleberger to increase the Fire Chief salary 2% effective October 1, 2016. Motion carried.

Departmen Reports

Lt. McCollum reported on the September activity of the Ithaca Unit. The relationship between the officers and the school is the best it has ever been and is greatly attributed to Officer Bussel. The homecoming activities went well with only a few issues with candy being thrown during the parade. He reported the department has issued several hunting permits with no issues and goose hunting did happen at the ponds, so neighboring homes and the Meadow Lane Estates were notified. He reported that the situations with inoperable vehicles is improving.

Moved by Timmons, second by Koppleberger to received the Ithaca Unit report. Motion carried.

Chief Nelson reported on the quarter activity of the Fire and Rescue Departments. He reported that Jeff Giles submitted his resignation citing his work schedule as hindering his attendance rate. He will be missed by the department. Chief Nelson reported the minimum attendance requirement has caused attendance to increase from the prior year. He reported that medical runs were down 27% from the prior year and fire runs were down 15%, while accidents were increased.

Moved by Timmons, second by Paradise to receive the Fire Chief's report. Motion carried.

City Manager's Report

City Manager Yonker provided a written report and updated Council on the pathway project, Center/Pine resurfacing project, Union Street watermain, water well contracts with Suez, Craig Frames addition, Gratiot Towing and other blight issues, leaf pickup, DDA Board activity, 101 E. Center Street clean up, Skyweb cameras and agreement, utility and customer service updates, legislative updates, Fire Dept. open house and well #7 status.

In addition to his written report, Manager Yonker informed Council that the letter and citation would be delivered to Randy Shaw for his code violations the next day, as attempts to meet with him have gone unanswered.

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

New/Old Business

Councilperson Schafer asked if the schedule for flushing hydrants was discussed and changed. Manager Yonker plans to discuss the process with the DPW crew. She reported the Commission on Aging was working with ALMA Dart to bring more service to Ithaca but was told that Ithaca was not interested. Manager Yonker said he received a letter from Director Schooley asking for financial assistance if they were to increase the service to Ithaca, however no numbers had been calculated at that time. Councilperson Schafer suggested the City be involved in its planning.

Councilperson Timmons inquired on the light pole on the corner of Pine River and North streets. Manager Yonker discussed it with Director Studt after the last meeting and he is looking into it.

Claims, Accounts and Payroll

Moved by Schafer, second by Timmons 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 #43215-43253 and Payroll Checks #14011-14026, DD893-DD898, EFT #551-556 as listed in the Check Register Book. Motion carried.

Public Comment

Mayor Palmer asked for public comments.

Councilperson Henderson reminded everyone of the Potato Bar fundraiser Monday night at the school to raise funds to support the local food bank.

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

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

The meeting adjourned at 8:55 p.m.

Barbara Fandell, Clerk-Treasurer

Tim Palmer, Mayor

CITY OF ITHACA
CITY COUNCIL MEETING
November 1, 2016
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 Palmer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Boy Scout Lane McDonald led the Pledge of Allegiance to the Flag. Councilperson Schafer gave the invocation.

Present were Mayor Tim Palmer and Councilpersons James Gruesbeck, Brian Henderson, Rick Koppleberger, Trevor Paradise, Alice Schafer and Cathy Timmons. Officers and staff present were Attorney Jefferson Arnold, City Manager Chris A. Yonker and City Clerk-Treasurer Barbara Fandell.

Audience in attendance was Patrick Tully, Kurt Brauer, Kurt Brauer, Kasey Zehner, Don Schurr, Brian Terborg, Eric Meeuwsen, Bob Garland, Jim Wheeler, Steve Bakker, David Bakker, Lane McDonald, Ian Martyn, Owen McNight, Daniel Martyn, Brian Howell and Edward Howell.

Moved by Paradise, second by Timmons to approve the minutes of the meeting held October 18, 2016. Motion carried.

Public Comment

Mayor Palmer asked to receive public comments.

Edward Howell introduced himself and updated the City Council on his Eagle Scout project. The project consists of adding six benches and creating awareness by adding signage for the Ithaca Dog Park located in Woodland Park. He stated the benches were completed and will be etched with the sponsor's names and work is still being done on the signs. Once ready to install, he will contact City Manager Yonker for placement. The expected date is November 12th or 13th.

Committee Reports

Councilperson Schafer reported the Ways and Means Committee met to discuss setting the civil infractions fines for zoning and code violations, to review the June financial statements, audit contract and proposed lease on the police department office.

The committee discussed the civil infraction fines and a Resolution will be presented at the next meeting for adoption consideration. The Committee recommends, however that the Council set the fine for the Shaw property for non-compliance to the zoning and code in the amount of \$250 to be paid within ten (10) days and if not, then a second fine of \$500 is to be issued and paid within ten (10) days.

Moved by Schafer, second by Timmons to set the fine for the Shaw property for non-compliance to the zoning and code in the amount of \$250 to be paid within ten (10) days and if not, then a second fine of \$500 is to be issued and paid within ten (10) days and direct the City Manager and Attorney to serve immediately. Motion carried.

Clerk-Treasurer Fandell reviewed the June ending financial statements with the Council.

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

Councilperson Schafer reported Clerk-Treasurer Fandell received the quotes from Roslund, Prestage and Company for a two year extension as requested. The contract would increase approximately 2% for the next two years at \$11,950 for fiscal year ending June 30, 2017 and \$12,200 for fiscal year ending June 30, 2018. The committee recommends approving the extension.

Moved by Schafer, second by Timmons to approve a two-year contract extension for auditing services with Roslund, Prestage and Company in the amount of \$11,950 and \$12,200 respectively. Motion carried.

Councilperson Schafer reported there is an interested party in renting the police department offices from the City. Staff is working out the details of the lease, and are looking at \$600 per month which will include rent, utilities, plowing/mowing, pest control, parking and trash service. The committee directed staff to continue working the details of the lease agreement with the party and bring the agreement back to the full Council for approval.

Councilperson Schafer reported the Library Board met to approve the hiring of a new employee pending background check and physical. There will be a painting program with Jodi Schnetzler coming soon and the board is looking to update the children's area. A new internet switch and server will be purchased, with the help of IT Right. Holiday closings for the library will be November 23rd (closing early at 5:00pm), November 24th, 25th and 26th, December 23rd, 24th and 26th, and December 31st and January 1st.

City Manager's Report

City Manager Yonker provided a written report which updated Council on the US-127 pathway project, the new County Administrator, Center/Pine resurfacing project, Union Street watermain, Westwind Estates Subdivision pricing and lot maps, press communication and Council packet disbursement changes, Senator Stabenow's visit, Craig Frames addition, Gratiot Towing blight issues, leaf pickup, Zeeland Farm Services project, Election Commission equipment testing, Skyweb cameras and agreement, Fire Dept. open house and well #7 status.

In addition, Manager Yonker reported Senator Stabenow would be making stops at the Hearthstone Oven, Aircraft Precision and Hometown Cellars Winery and Brewery. City leaf pickup started October 17th and will continue through November 18th weather permitting. DPW crews are utilizing the same quadrant pickup schedule as last year. He further reported that Ithaca School Superintendent Charmian Fletcher gave a presentation at Rotary on their financial issues with the payback for the lawsuit and the drop in student count. He will forward a copy of the presentation to Council and Ms. Fletcher has offered to attend a meeting to present if requested.

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

New/Old Business

City Manager Yonker presented Resolution 2016-10 which if adopted would approve an Agricultural Processing Renaissance Zone and concur with Gratiot County's approval of a Brownfield plan for the Zeeland Farm Services project on the east end of the City. He added that the site plan had been approved and ZFS representatives went before the Gratiot County Board of Commissioners earlier in the day and the Brownfield Redevelopment Plan and support resolution were also approved. The second part of the Resolution presented approves the Renaissance Agricultural Zone for the 435 acres and the tax recapture plan for the project. If approved, ZFS will then proceed to the State of Michigan to seek approval from them, the Department of Agriculture and the State Administration Board.

Mayor Palmer welcomed the representatives from Zeeland Farm Services, Ithaca LLC and Greater Gratiot Development.

Councilperson Schafer asked who would pay the application fee when it was submitted. Patrick Tully, attorney for WN&J stated the company has made arrangements with the State to make the direct payment so the City does not have to. Don Schurr added that the State has been working with the City and County in that regard as it has been made clear that the local units do not have the funds to upfront the costs for this project.

Treasurer Fandell inquired if the new approved Renaissance Zone would be subject to the Emergency Service Assessment as recently approved by legislation for existing and expired zones. Don Schurr said that hadn't been discussed as it is a new nuance for the project. Kurt Brauer, attorney for WN&J will look into it.

Moved by Timmons, second by Schafer to adopt Resolution 2016-10 Approving an Agricultural Processing Renaissance Zone and Concurring in the County of Gratiot's Approval of a Brownfield Plan. Motion carried with the following roll call vote:

Ayes (7) Gruesbeck, Henderson, Koppleberger, Paradise, Schafer, Timmons, Palmer
Nays (0) None
Abstain (0) None
Absent (0) None

Brian Terborg, ZFS Ithaca LLC, thanked the Council for its support and approval and shared that the company is looking forward to a very long, successful relationship with the City and Gratiot County.

Mayor Palmer thanked Mr. Terborg and the ZFS Representatives for their attendance and investment in the community.

Councilperson Schafer inquired if the work being done by the railroad was due to drainage issues. Manager Yonker confirmed. She further inquired what the trucks were doing at the Dilts Road fire hydrant. Manager Yonker stated they were purchasing water for the MDOT US-127 project.

Councilperson Timmons reminded members of the Christmas Under the Stars celebration on December 2, 2016.

Claims, Accounts and Payroll

Moved by Koppleberger, second by Henderson 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 #43254-43296 and Payroll Checks #14027-14054, DD899-DD907, EFT #557-561 as listed in the Check Register Book. Motion carried.

Public Comment

Mayor Palmer asked for public comments.

Steve Bakker as if there had been any resolution with the RC Raceway track and if the group had backed out. He added it would be nice if the community could use it once in a while. Mayor Palmer shared that the City Council had directed the staff to terminate the contract at its last meeting; and once done, will be contacting the new group who is interested, so more to come.

Mayor Palmer asked the Boy Scouts in attendance to introduce themselves. They did so and explained that they were in attendance to earn a merit badge and had to observe a meeting and see how items were discussed.

Mayor Palmer went at ease at 7:45pm.

Session resumed at 7:50pm.

Moved by Henderson, second by Timmons to enter into closed session to discuss property purchase and litigation matter. Motion carried.

City Council entered into closed session at 7:51pm.

City Council returned to open session at 8:07pm.

Moved by Timmons, second by Paradise to authorize the City Attorney to make a final offer to Richard Vanderbeek of \$28,000 for two acres of land for the new water well with a response time by the close of business on November 10, 2016. Motion carried.

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

Moved by Paradise, second by Timmons to adjourn. Motion carried.

The meeting adjourned at 8:09 p.m.

Barbara Fandell, Clerk-Treasurer

Tim Palmer, Mayor

**CITY OF ITHACA
CITY COUNCIL MEETING
November 15, 2016
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 Palmer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Councilperson Koppleberger gave the invocation.

Present were Mayor Tim Palmer and Councilpersons James Gruesbeck, Brian Henderson, Rick Koppleberger, Trevor Paradise, Alice Schafer and Cathy Timmons. Officers and staff present were Attorney Jefferson Arnold, City Clerk-Treasurer Barbara Fandell and Fire Chief Dave Nelson.

Absent was City Manager Chris A. Yonker.

Audience in attendance was Jonathan Palmer, Brenda Juhas, and Mike and Audrey Wendt.

Moved by Timmons, second by Paradise to approve the minutes of the meeting held November 1, 2016. Motion carried.

Public Comment

Mayor Palmer asked to receive public comments. None were offered.

Committee Reports

Councilperson Timmons reported the IPC Christmas Under the Stars event would be held on December 2, 2016 starting at 5:00pm with the parade at 6:00pm. She shared the list of activities and flyers will be circulated soon.

Councilperson Schafer reported Painting program with Jodie Schnetzler went very well. The program required a lot of organization which Director Hill and Gail Paradise handled beautifully.

Department Reports

Lieutenant Roy McCollum submitted a written report on the October activity of the Ithaca Unit.

Moved by Timmons, second by Paradise to receive the Ithaca Unit report as submitted. Motion carried.

City Manager's Report

City Manager Yonker provided a written report which updated Council on the US-127 pathway project, Mobilitie Pole request for the Right-of-Way and the MML action being taken, Center/Pine resurfacing project, Gratiot Towing Civil Infraction, Veterans Day service, Edward Howell's Eagle Scout project, press communication and Council packet disbursement changes, Senator Stabenow's visit, leaf pickup, Zeeland Farm Services project, Fire Dept. open house, Ithaca Varsity Football and well #7 status.

Councilperson Timmons inquired when the Gratiot Towing citation was issued and if the Council needed to take additional action as the blight is still there. Mayor Palmer asked Attorney Arnold when it was issued. Attorney Arnold stated it was last week. He further explained that he, as the City Attorney, authorizes the citation after receiving a request from the City official – which was the City Manager. The citation is then issued and served, but could go beyond the ten days if the cited party chooses to fight the ticket through the court.

Councilperson Timmons inquired on the North Pine River street lights. Mayor Palmer shared that he spoke with Director Studt and Consumers finally arrived yesterday to look at the issue. The problem was discovered after the meter cover was removed and a major cable was broken which runs several of the lights. It is a City repair issue, but not one we could have seen without Consumers, as the meter needed to be accessed. Repairs have begun and parts are on order.

Councilperson Timmons suggested the City use flood lights on the downtown trees in lieu of the twinkle lights in the trees. DPW has struggles with the lights each year and are continually replacing them. The Council agreed that Councilperson Timmons and Schafer could make the final decision as long as they stay within the budget and to work out the details with City Manager Yonker and Director Studt.

Moved by Timmons, second by Henderson to receive the City Manager's report. Motion carried.

New/Old Business

Clerk-Treasurer Fandell requested the City Council set the income levels for the Poverty Exemption Guidelines for 2017. In the past, the City has followed the Federal poverty income levels, but may set what levels it feels is appropriate.

Moved by Timmons, second by Paradise to set the 2017 income levels for the Poverty Exemption Guidelines to match the federal poverty income levels. Motion carried.

Clerk-Treasurer Fandell presented the property lease for the offices of the old police department for approval. The lessee will be Mindful Therapy, LLC an outpatient mental health and substance abuse agency. The company comes recommended by District Court Judge McDonald.

Mrs. Audrey Wendt, owner of Mindful Therapy LLC introduced herself and staff and proceeded to explain the services that will be offered. The Ithaca location will be the home office and the company will have a satellite office in St. Johns. Their goal is to keep all business local and support the Ithaca community. The location is ideal for their business in its relation to the courthouse. The company is planning to have two or three therapists on staff and will be open two-three days per week, being closed Friday thru Sunday. Mayor Palmer thanked her for her comments.

Councilperson Timmons inquired on the doors and locks between the office and the community center. Clerk Fandell said staff has addressed the issue and will be rekeying the door as well as the one to the garage.

Moved by Schafer, second by Paradise to approve the Property Lease Agreement between the City of Ithaca and Mindful Therapy, LLC for the offices at 122 N. Maple Street. Motion carried.

Mayor Palmer addressed the Consumers Energy Business Energy Efficiency program. Fire Chief Nelson explained that representatives from the program contacted the City about the program which is part of the green energy initiative for Consumers. The company has found that the older historical buildings are an area which will help them in meeting their green energy goals. The offer that was made to the City was to replace the four furnaces, water heater and tune up the overheads in the fire bays with no match from the City. The current furnaces are running at about 80% efficiency and are dated. The City would have the option to add central air to the two furnaces that currently do not have it at the City's cost, but that estimate and decision would not be made until spring; if the City opted to, it would allow for air on the second floor training rooms. The estimated cost of the work for the grant to cover is \$52,020 and Consumers would pay the third party direct so the City does not have to front the funds. The County was also offered some upgrades through the program and have approved to go forward.

Moved by Henderson, second by Timmons to approve the submittal of the Consumers Energy Business Energy Efficiency Program Grant application and to accept the grant if selected with no cost match to the City for the work as proposed in the amount of \$52,020. Motion carried.

Mayor Palmer presented Resolution 2016-11 to set the fines and procedures for property maintenance violations within the City. He explained that the Way and Means Committee reviewed it prior to the last Council meeting and made some revisions which are incorporated into the document being presented for approval.

Moved by Timmons, second by Paradise to adopt Resolution 2016-11 Setting of Fine Amounts & Procedures for Certain Property Maintenance Violations. Motion carried.

Mayor Palmer asked Attorney Arnold to update the Council on Well #7 litigation. Attorney Arnold read the response received from Attorney Fortino on behalf of Richard Vanderbeek. The response included an email from the MDEQ which contradicts the information sent to the City from the MDEQ regarding the isolation area required for the well. The counter offers were 1) the City could purchase one acre of land for \$20,000 or 2) the City could lease the current site for \$8,000 and pay an additional \$8,000 plus COL index for each year if a new well is ever placed.

Mayor Palmer discussed the status with Director Studt and he was in agreement that the City needs to receive a decision from the MDEQ, in writing, as to the proper requirements. He further shared that even with an agreement in place, construction on the well house could not occur until spring. Mayor Palmer shared that it seems there is no hurry to negotiate and we need the MDEQ decision before making a final decision.

Attorney Arnold asked who was working on obtaining the letter. Mayor Palmer stated Director Studt was. He is currently working with Peerless Midwest to obtain a geological study which will be submitted to the MDEQ for a final decision. It could possibly be received prior to the next meeting. No further action was taken.

Councilperson Paradise received a complaint from Sheri Barnes who states she left messages, with no response received, for the City Manager and Lt. McCollum regarding her property at 711 E. Center Street in which the neighbor is disputing the fence placed and using her parking lot and yard to access their drive. Attorney Arnold advised that that was not a City issue, but a civil issue and she would have to pursue it as such. Councilperson Paradise will share that with her.

Councilperson Paradise inquired if the City had an ordinance for cleaning up dog feces. Councilperson Gruesbeck said that it had been requested in the past, however it is already in the State law that they have to clean it up. People just need to report the incident for the police to handle. Attorney Arnold said it was an enforceable issue if someone is willing to make the complaint.

Claims, Accounts and Payroll

Moved by Schafer, second by Paradise 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 #43297-43347 and Payroll Checks #14027-14073, DD908-DD913, EFT #562-566 as listed in the Check Register Book. Motion carried.

Public Comment

Mayor Palmer asked for public comments.

Ithaca student Johnathan Palmer introduced himself and said he was in attendance as he had to write a report for his financial literacy class.

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

Moved by Timmons, second by Paradise to adjourn. Motion carried.

The meeting adjourned at 7:49 p.m.

Barbara Fandell, Clerk-Treasurer

Tim Palmer, Mayor

**CITY OF ITHACA
CITY COUNCIL MEETING
December 6, 2016
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 Palmer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Councilperson Schafer gave the invocation.

Present were Mayor Tim Palmer and Councilpersons James Gruesbeck, Brian Henderson, Rick Koppleberger, Trevor Paradise, Alice Schafer and Cathy Timmons. Officers and staff present were Attorney Jefferson Arnold, City Manager Chris A. Yonker and City Clerk-Treasurer Barbara Fandell.

Audience in attendance was Brian Howell, Edward Howell and Steve Clark.

Moved by Paradise, second by Timmons to approve the minutes of the meeting held November 15, 2016. Motion carried.

Public Comment

Mayor Palmer asked to receive public comments.

Edward Howell informed the City Council that his Eagle Scout project in Woodland Park was completed. He shared that he had raised funds in excess of expenses and as a result, had a donation of \$250 to give to the City to be used to help maintain the dog park. He presented the check to Mayor Palmer, who thanked him on behalf of the City. He informed Council that on Monday, the final task to see if he makes Eagle Scout is to go before the review board and if awarded, he will let the City know.

Mayor Palmer shared that the Friends of the Dog Park held an event and everyone liked the additions very much. Councilperson Timmons shared that it looks very nice and he did great work. Manager Yonker congratulated him on his efforts as it is very prestigious to earn the Eagle Scout rank. Mr. Howell said only 5% of those that try, make it.

Committee Reports

Councilperson Koppleberger reported the Personnel Committee met to discuss the employee health/dental/optical insurance and is recommending that the City keeps the current Blue Cross/Blue Shield plan and the employees contribute 12% of the health care premium.

Moved by Koppleberger, second by Schafer to maintain the current Blue Cross/Blue Shield Health/Dental/Optical plans with employees contributing 12% of the Health plan premium. Motion carried.

Councilperson Koppleberger further reported the committee discussed the Code Enforcement Officer position and will begin interviews for the position. Manager Yonker informed Council that three, possibly four, interviews were being set up for the next week. Councilperson Koppleberger reported the Committee also discussed the failure of Randy Shaw to comply with the clean up of the property and set up a meeting to address it. Manager Yonker added that he still has failed to set up a time to meet despite many attempts and recommends going forward with the second citation.

Mayor Palmer reported the Committee of the Whole met to review the 2015-16 Fiscal Year Audit with Christina Schaub of Roslund, Prestage and Company and also with Attorney Robert Huber of Thrun Law Firm regarding The Hardwood's MTT case. The Committee is recommending a settlement be offered to The Hardwood's on the MTT case and approval of the audit.

Moved by Timmons, second by Paradise to approve the Stipulation for Entry of Consent Judgement for Michigan Tax Tribunal Docket #15-005118 as reviewed by the City Council or in substantial form thereof. Motion Carried.

Manager Yonker informed Council that Assessor Hunter estimated refunds for 2015 and 2016 will be \$1,706 and \$1,686 respectively, if accepted.

Mayor Palmer stated the audit came back with the highest approval from the auditors and Clerk-Treasurer Fandell and staff received compliments from the auditors on a great job preparing for it.

Councilperson Timmons reported the Downtown Christmas celebration went very well and thanked all that were in attendance. The Library book sale also had a successful turnout and good sales.

City Manager's Report

City Manager Yonker provided a written report which updated Council on the Greater Gratiot Development Board Committees, MDOT bid process for the Pine River/Center Street paving project, Gratiot Towing update, Code Enforcement position interview set up, State legislation update, leaf pickup, ZFS development, maintenance updates to the police department building, water well #7/MDEQ and possible mural for the Memory Park with funding and collaborative partners.

In addition, Manager Yonker reported that firefighter interviews were conducted by him, Fire Chief Nelson, Councilperson Gruesbeck and Detective Mark Williams of Alma Police Department. Two candidates were interviewed and one will be selected prior to the next Council meeting. He reported the ZFS project is at the point where steps are being taken for spring occupancy on the property. The infrastructure, railroad, gas, electric and road planning are being worked on and getting close to resolutions. Discussions with Brian Treborg confirm the financing is in good order so we are looking to start on design and engineering with Rowe Professional Services. ZFS has been a great company to work with thus far.

Manager Yonker informed Council the next DDA meeting is Monday, December 12, 2016 at noon. He extended a thank you to Clerk-Treasurer Fandell and her staff for their hard work and having such a clean audit. Finally, he requested a Public Safety Committee meeting to review the police contract as it is expiring at the end of the month.

Mayor Palmer set a Public Safety Committee meeting for Wednesday, December 14, 2016 at 4:00pm.

Moved by Timmons, second by Paradise to receive the City Manager's report. Motion carried.

New/Old Business

Clerk-Treasurer Fandell presented Resolution 2016-12 for consideration. If adopted, it would maintain the City's compliance with PA152 of 2011 regarding the employer's contribution and payment of health insurance premium limits. The City can adopt the Hard Cap limits for 2017 as the plan previously approved places the City slightly more than \$22,000 under the Hard Cap limit as allowed by the State of Michigan.

Moved by Henderson, second by Paradise to adopt Resolution 2016-12 Compliance with Public Act 152 of 2011 as Amended. Motion carried.

Mayor Palmer asked for approval of the 2015-2016 Fiscal Year Audit as recommended by the Committee of the Whole.

Moved by Schafer, second by Paradise to approve the 2015-2016 Fiscal Year Audit and file with the State of Michigan. Motion carried.

City Manager Yonker presented an engineering proposal from Rowe for a Storm Water Asset Management Plan for the SAW Grant. The City was selected in the fourth round of the SAW Grant awards which allows us to do a storm system analysis over the next three years. The City needs to inventory, identify and get an asset plan together to identify locations, type, size, conditions, etc. MDEQ's purpose for these grants are to see an asset management plan for the storm sewer systems in municipalities. Once completed, the City will be able to add a layer to the GIS system to help with planning future repairs and add to the Capital Improvement Plan. The grant awarded \$399,913 for televising and cleaning the storm sewers. The remainder will be used to purchase, install and train on the new GIS software. Steve Clark, Rowe Professional Services, reviewed the proposal in detail for scope of work and estimated timeline. He shared the importance of the grant funding for these projects as it frees up the ACT 51 Street funds for street work and not storm sewer work. The grant requires that the City show progress moving forward but does not have a required timeline for completion after identification. Rowe anticipates findings of some deteriorating, undersized or missing portions of the storm system which is taken into consideration in the design proposal. Any jurisdictional findings will need to be addressed by the City after the evaluation is performed.

Moved by Timmons, second by Henderson to approve the Storm Water Asset Management Plan proposal from Rowe Professional Services in the amount of \$118,880 as part of the SAW Grant and authorize the City Manager to sign. Motion Carried.

Mayor Palmer asked Steve Calrk to discuss the Sanitary Sewer Manhole Inventory and Water Main Fixture Locales proposal. Mr. Clark stated they had been working with Director Studt for three years to identify these items through various projects and current mapping. These items could be done simultaneously with the storm system and Rowe will offer a 15% discount if both are done because of efficiencies and the City staff inputting the data on to the GIS. Rowe could then assist with the creation of more accurate mapping of the systems as well as it will help with the asset management plan of all systems and capital project planning. The DPW crew will have more ease and accuracy in the field, more tools to utilize, efficiency and safety.

Councilperson Gruesbeck expressed the GIS is worth the cost if kept up to date. It will be a waste of tax payer funds if staff is not made to or given time to do it. The City invested in a system under Manager Feltman and it wasn't used to its potential. Councilperson Schafer added technology has come a long way and the City

needs to stay up to date with it. Councilperson Timmons agreed that it will be good if used and maintained. City Manager Yonker said he and Director Studt have discussed these issues and more of the administrative work will be placed on the licensed employees.

Moved by Timmons, second by Gruesbeck to approve the Sanitary Sewer Manhole Inventory and Water Main Fixture Locations proposal from Rowe Professional Services in the discounted amount of \$18,275 as done in conjunction with the storm sewer identification and authorize the City Manager to sign.

Councilperson Koppkeberger inquired when the work would begin. Mr. Clark said it could start any time if the DPW shedule allows and weather holds off. The televising could be a year out because of the limited companies in the State that do the work.

Motion Carried.

Mayor Palmer asked Mr. Clark if there was a plan or discussion on how to connect the trail head of the Mid Michigan Community Pathway to the walk way at Burger King. Mr. Clark stated the group had talked with MDOT and Manager Yonker about the connection. The main issue is with the bridge construction and the back wall footings so you can't just cut underneath, they have to be moved up. To be eligible for grant funding, the path would need to be ten feet wide and there is only room for five feet. He continued that estimates for the five foot path are \$125,000 and no grant funds available. There may be some local grants or funds to help offset the cost, however that is unkonwn so options need to be explored. Manager Yonker said that Crowd Funding may be an option through the MEDC for this project.

Manager Yonker presented two legal services proposals from Miller, Canfield, Paddock and Stone. One for work on the ZFS Ithaca, LLC project and the other for assistance with the Downtown Development Authority Tax Increment Finance plan (TIF) renewal. He explained ongoing discussion with Tom Colis, our attorney with Miller Canfield, determined that ZFS in now looking at the development agreements on what needs to be done and who is financially responsible. The proposal is \$300/hour for Tom Colis's services and \$250/hour for Ron Liscombe which are substantially below their normal hourly rate, and ZFS will pay for most of the charges. He explained for the TIF renewal, he, Clerk-Treasurer Fandell and DDA Coordinator Jennifer Reed reviewed the current plan and will do some edits, however would like to have Mr. Colis look at it from a legal standpoint due to law changes and also to provide a timeline and steps for the renewal. The plan and timeline could then be taken to the DDA and City Council for planning and input for the updates of the new renewal plan. Manager Yonker presented that he and Treasurer Fandell have discussed different financing options of the TIF capture versus levying DDA mills as allowed by statute. We want to look at all of the numbers and how to best fit the improvements, structure of the plan and to the taxpayers of the City.

Moved by Timmons, second by Paradise to approve the legal services as proposed by Miller, Canfield, Paddock and Stone for the ZFS Ithaca, LLC project in an amount not to exceed \$10,000 for such services and authorize the City Manager to sign and work with the firm. Motion Carried.

Moved by Timmons, second by Koppkeberger to recommend the Downtown Development Authority support the proposal for the legal services of Miller, Canfield, Paddock and Stone for the TIF Plan renewal in an amount not to exceed \$2,500. Motion Carried.

Clerk-Treasuer Fandell gave an update on the Statewide Election recount. At this point, Gratiot County will travel to the Clinton County Courthouse for the recount and will begin Thursday morning at 9:00am. There are several lawsuits and a stay in the court system on the recount so we are watching close in the event it is stopped before Thursday. The County will receive reimbursement of \$125.00 per recountalbe precinct which will not cover our cost. To put it in perspective, Ingham County estimates cost of the recount to be \$48,000 and will receive \$16,000 in reimbursement if all preciencts are recountable. There is legislation moving to require the requester to pay the full cost and would retro back to the Stein recount (this one) if passed. For now, it is still up in the air.

Mayor Palmer informed the Council that a goal setting meeting will be held in January with the date to be yet determined.

Councilperson Schafer commented on how nice the apartment complex repairs on South St. Johns Street are looking. She also complimented the police officers on their response and handling of a downed wire in the street and Lt. McCollum's handling of a citizen's complaint. She informed the Council and City Manager that someone is using the park for their personal trash and it needs to be investigated.

Councilperson Schafer informed members that the District Court is having a retirement open house for John Andrews on Wednesday, December 14, 2016 from 2:30-4:00pm. Clerk Fandell added that County Clerk Carol Vernon's retirement open house is Friday, December 9, 2016 from 10:00am-3:00pm.

Councilperson Paradise reported there are no lights on in Woodland Park and there should be all of the time, especially now with sledding season approaching. Manager Yonker said the lights should be on from dusk to dawn and maybe the sensors were off. He will have the DPW check them out.

Claims, Accounts and Payroll

Moved by Koppleberger, second by Schafer 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 #43348-43397 and Payroll Checks #14074-14091, DD914-DD919, EFT #567-571 as listed in the Check Register Book. Motion carried.

Public Comment

Mayor Palmer asked for public comments. None were offered.

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

Moved by Timmons, second by Paradise to adjourn. Motion carried.

The meeting adjourned at 8:33 p.m.

Barbara Fandell, Clerk-Treasurer

Tim Palmer, Mayor

**CITY OF ITHACA
CITY COUNCIL MEETING
December 20, 2016
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 Palmer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Councilperson Koppleberger gave the invocation.

Present were Mayor Tim Palmer and Councilpersons James Gruesbeck, Brian Henderson, Rick Koppleberger, Trevor Paradise, Alice Schafer and Cathy Timmons. Officers and staff present were Attorney Jefferson Arnold, City Manager Chris A. Yonker and City Clerk-Treasurer Barbara Fandell.

Audience in attendance was Steve Clark, Mary Humm, Jack Ginther, Patrice Hornak, Al Schafer, Alan, Pam and Erik Schafer.

Moved by Paradise, second by Timmons to approve the minutes of the meeting held November 15, 2016. Motion carried.

Public Comment

Mayor Palmer asked to receive public comments.

Mary Humm spoke on behalf of Jack Ginther, last year's Ithaca Person of the Year Award winner. Ms. Humm read a tribute to Alice Schafer and announced that she was selected as the 2016 Ithaca Person of Year. Ms. Schafer humbly accepted the award and thanked the committee and Patrice Hornak for the nomination. Ms. Humm said the award would formally be presented at the Chamber of Commerce annual dinner on January 26, 2016 at Masonic Pathways in Alma.

Mayor Palmer congratulated Councilperson Schafer and thanked the committee for the presentation. He informed Council members to let the City Clerk know if they would be attending the dinner so tickets can be reserved.

Committee Reports

Councilperson Gruesbeck reported the Public Safety Committee met to review the police contract with the Gratiot County as it expires December 31, 2016. The Committee recommends extending the contract for three years and had a few minor changes and suggestions for the service. The annual increases to the contract will only affect the fluctuating cost such as wages and benefits; the fixed costs for vehicles and maintenance will remain the same for the three years. The annual increases will be tied to the union contract and are 2%, 3%, 2% respectively and 4% for the last three months of the extended contract (which is estimated as those figures are unknown at this time).

Moved by Gruesbeck, second by Timmons to approve to extend the Agreement for Law Enforcement Services between the City and the Gratiot County Sheriff's Department until December 31, 2019 and a review of the 2019 fixed fee is to be evaluated prior to an additional renewal in 2020 due to the figures being estimated. Motion carried.

Councilperson Gruesbeck further reported the Committee reviewed a request from former employee John Andrews to purchase his service firearm and the City's black patrol bicycle. The Committee discussed these items with Sheriff Wright and Lt. McCollum and the continuation of the bicycle patrol. The bicycle will continue to be utilized and the liability issues with the selling of the firearm are too high for the City so the Committee recommends denying Mr. Andrews request for both items. The firearm sale will be handled through the Sheriff's department.

Moved by Gruesbeck, second by Timmons to deny the request of John Andrews to purchase his service firearm and the City's patrol bicycle. Motion carried.

Councilperson Schafer reported the Library Board met and were introduced to the new part-time employee, Michelle Martyn. Director Hill is also arranging another painting program with Jodie Schnetzler which will be held next month.

Council members discussed the receiving of minutes from Boards and Commissions "unapproved" as some are meeting quarterly. Mayor Palmer asked the Clerk to provide them when they were ready.

Department Reports

Lieutenant Roy McCollum submitted a written report on the November activity of the Ithaca Unit. Mayor Palmer added that the officers had been issuing parking tickets and some offenders are paying without complaint. Councilperson Koppleberger asked if the fines escalate. Treasurer Fandell said no, they are charged for each occurrence. Manager Yonker added the current ordinance says parking violations are not limited to winter months, but are year round, but typically not enforced in the summer months.

Moved by Timmons, second by Paradise to receive the Ithaca Unit report as submitted. Motion carried.

Clerk Fandell updated the Council on the discontinuation of the customer water deposits. The notices to discontinue went out as scheduled and staff has received varying comments from landlords. The deposits will cease as of January 1 as approved.

City Manager's Report

City Manager Yonker provided a written report which updated Council on personnel issues including the hiring of Justin Prestler for the firefighter position and the offering of the Code position to a candidate on 12/20/16. Other items included legislative actions and lame duck bills, Zeeland Farm Service project – with emphasis on the engineering services contract, DDA Board meeting, County Master Plan update, the Consumers Energy furnaces grant, C&S Steel, Hardwood's MTT, United Way presentation to employees, City's Wellhead Protection Program Steering Committee meeting, Skyweb Networks' contract and camera installation, webinars he participated in and water well #7 update.

In addition, he reported on a comprehensive study released by the Citizens Research Council on the slow recover of Michigan's taxable values of property since the recession of 2007 and the effect legislation actions have had on cities' tax base. The study shows 85% of cities and townships have not recovered to peak values and locally, Alma has not recovered as fast as Ithaca or St. Louis. He invited Council to participate in a webinar in which the CRC will review the findings of the new paper and discuss potential policy actions that could alleviate the impact on local governments caused by this loss of tax base.

Manager Yonker further reported that during the last snow storm, the DPW encountered three vehicle and equipment breakdowns. The crew worked quickly to repair them and all are fixed and back in operation. The breakdowns delayed the plowing but all was taken care of as efficiently as possible. He reported that Chief Nelson wrote and received a grant from the Luneack Foundation for two helmet mounted infrared camera masks. Ithaca will use one and the City of Alma will use the other. Each cost about \$1,400. The department also received a new light trailer from the DNR. It is a 2010 with 1.9 hours of use and the DNR transferred title to the City. The original price of the trailer was \$12,000. He gave an update on the Consumers work; the furnaces and tankless water heater are all installed for all four parts of the building and the water heater is large enough that it won't take away from the rest of the building when fire trucks are being washed. The radiator tune ups are all that is left and we now have 95% efficiency. A response was sent to Terry Hessbrook regarding the Championship signs and the decision made by the City Council for the signs. He also shared with him the mural idea for the side of the building adjacent to Memory Park. The City can write for matching grants from MEDC and other agencies, also to the local foundation and he asked for comments or suggestions on the mural idea.

Mayor Palmer said it would serve two purposes and bring some needed art work to the downtown.

Councilperson Schafer commented that the Shaw property looks much better and noted they tried to pay the ticket at District Court, so the City needs to get the procedure working better.

Mayor Palmer asked if the Code position was offered to anyone. Manager Yonker said it was made but he hadn't received a response yet.

Moved by Timmons, second by Koppleberger to receive the City Manager's report.

Clerk-Treasurer Fandell asked if the Council could give direction on the mural idea. Councilperson Henderson asked if the City had a canvass. Manager Yonker said if approved to move forward, Mr. Smith would be the first contact. Councilperson Timmons said we should work with the school on grants and ideas. Treasurer Fandell added that since the swimming pool would not be opening, we have \$4,000 in the budget that could be used toward the match. Council directed staff to move forward with making contacts and looking into grants; as it develops, members of Council will assist staff with the project. Manager Yonker stated he would make contact with Superintendent Fletcher the next day.

Motion carried.

New/Old Business

Clerk-Treasurer Fandell presented the 2017 regular meeting schedule for approval.

Moved by Schafer, second by Paradise to approve the 2017 Regular meeting schedule. Motion carried.

Mayor Palmer presented the 2016-2017 Council Committee appointments for approval. He stated he asked for input from members and his recommendation is to keep them the same.

Moved by Timmons, second by Koppleberger to approve the 2016-2017 Council Committee appointments as presented by Mayor Palmer. Motion carried.

Clerk-Treasurer Fandell presented the MERS Service Credit Purchase Option. MERS is changing its policy and all service credit purchase requests must now be initiated through the employer and therefore, it is giving the member municipality the option to opt out of offering the purchase of service credit all together. The employer still maintains the final approval/disapproval of any service credit purchase if it does not opt out and the decision to opt out is reversible.

City Council chose to take no action on the item and leave the plan as is.

City Manager Yonker presented the engineering services proposal for ZFS Ithaca project from Rowe PS. At the last meeting, Council did a similar contract with Miller Canfield for the legal services. Rowe has been assisting in the discussions, but the project is now at a point where they need to charge for the services. The items listed are in the development agreement and part of the reimbursable cost from ZFS. Councilperson Schafer inquired on the reimbursement. Manager Yonker said we would do pay request for reimbursement as the project goes along. Councilperson Timmons asked if the City has anything in writing as to the reimbursement. Manager Yonker stated not yet, but ZFS and the attorneys are writing the finance plan and everything is listed. ZFS will pay the City up front and they will get reimbursed for the Brownfield plan in 15 years. Mayor Palmer shared concerns of not having it in writing and approving a \$158,000 contract on faith. Manager Yonker said he was fairly certain he could get some documentation to the reimbursement. The issue is the timing and having to get started so the end date of opening the office can be met for fall, so we have to start now.

Mayor Palmer asked Steve Clark where a problem may lay. Mr. Clark said the geotechnical, wetland delineation, floodplain and permits, need to be started or we won't make the deadline. He added that he would like a meeting with the City and ZFS yet that week because the proposal is based on the current type of snow cover and not two feet like we get in February.

Moved by Schafer, second by Timmons to approve engineering services for Zeeland Farm Services Sanitary Sewer and Water Main as proposed by Rowe Professional Services in the amount of \$158,000.00 contingent on the receipt of a written agreement for reimbursement from ZFS Ithaca, LLC. Motion carried.

Moved by Schafer, second by Henderson to authorize Rowe Professional Services to begin work on the Wetland Delineation, Topographical Survey and Geotechnical items as approved in the engineering services proposal for Zeeland Farm Services Sanitary Sewer and Water Main at a cost of \$16,700 plus permit fees. Motion carried.

Councilperson Koppkeberger stated Mr. Carl Wymer would like to request that the City plow all of the sidewalks in town. Mayor Palmer said the City has an ordinance in place which addresses that and it is followed.

Mayor Palmer asked for an update on the park lights. Manager Yonker reported that the DPW fixed ours right away, however the Consumer owned ones are still out. Mayor Palmer said even with all of them fixed, there is not a lot of light there and would like the Parks and Cemetery committee to review it at its next meeting.

Mayor Palmer raised issue with the trees on Center Street on the corners of Union and St. Johns that are hindering traffic due to blocking the sight line. At the Public Safety Committee meeting, it was discussed with the Sheriff and Lieutenant. If the Council would like to see them taken down for safety reasons, it would need to pass a resolution and forward on to MDOT to request them to do so. He recommended that Council ask the City Clerk to draft the resolution for doing so. The City would have to buy replacement trees and replant on the private property side of the ROW if given permission. No one wants mature trees taken down, but it could become a serious issue soon. Councilperson Gruesbeck suggested looking at the MSU Tree study that was done years ago and the Council would probably find that those trees should have already been removed. If Council doesn't address the issue, we could lose all of the trees at the same time. Mayor Palmer added that as a Council, we adopted to be a Tree City, but safety has to be a top priority. Manager Yonker asked that they consider the next request that comes in and put a plan in place prior to removing the trees on what would be allowed to be removed, etc.

Mayor Palmer and Council agreed to have the resolution drafted, but not to take action until the policy portion could be discussed at the goal setting/work session in January.

Claims, Accounts and Payroll

Moved by Schafer, second by Paradise 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 #43398-43438 and Payroll Checks #14092-14104, DD920-DD925, EFT #572-576 as listed in the Check Register Book. Motion carried.

Moved by Schafer, second by Henderson to authorize the Treasurer to pay the MSHDA Homeowner grant expenditures as submitted when funds are received from the State of Michigan in the estimated amount of \$136,513.00. Motion carried.

Public Comment

Mayor Palmer asked for public comments. None were offered.

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

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

The meeting adjourned at 8:22 p.m.

Barbara Fandell, Clerk-Treasurer

Tim Palmer, Mayor