

**CITY OF ITHACA  
CITY COUNCIL MEETING  
January 2, 2018  
7:00 PM**

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

Present were Mayor Alice Schafer and Councilpersons Brett Baublitz, Rick Koppleberger, Scott Gray and Clark Hubbard. One Councilperson seat is vacant. Officers and staff present were Attorney Jefferson Arnold and City Manager Chris A. Yonker.

Absent were Councilperson James Gruesbeck and City Clerk-Treasurer Barbara Fandell.

Audience in attendance was Steve Clark.

**Moved by Baublitz, second by Gray to approve the minutes of the regular meeting held December 19, 2017. Motion carried.**

**Public Comment**

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

Mayor Schafer read Chapter VI, Item F of the City Charter regarding the duties of the City Manager. This was done to inform the City Council of the expectations set for and the responsibilities of this position.

**Committee Reports**

Mayor Schafer asked for Committee Reports. No meetings were held to report on.

Mayor Schafer stated the Library Board would be meeting the next day.

**Mayor Schafer set a Water-Sewer-Solid Waste Committee meeting for January 16, 2018 at 6:30pm for review of the Refuse and Recycling contract.**

**City Manager's Report**

City Manager Yonker provided a written report which updated Council on the ZFS development, Well #7, SAW Contract, refuse/recycle contract, lease revisions with G.A.S., brush/yard waste removal, Planning Commission, DDA and ZBA Board vacancies, Industrial Drive re-alignment, International Business Magazine Article interview and City Hall furnace repair.

City Manager welcomed Steve Clark of Rowe Professional Services. He explained that Steve was there to address any questions on the Connector Sidewalk Project Change Order. City Manager Yonker explained the change order items and that they balanced each other so there was no additional cost or credit due. Mr. Clark went over the items in more detail. Manager Yonker signed the Change Order as it fit the parameters and no cost was involved, only the additional days allowed due to weather and waiting on delivery of the steel. Mr. Clark also shared that the Geotechnical work under the viaduct was not required by MDOT, so Rowe will not be charging the \$5,000 to the City which is in the contract.

Manager Yonker informed Council that GAS President Brian Wolfe had been in and signed the contract and paid the fee for the lease. The secretary will be coming in later in the week to sign and complete it. Her further reported that the Audit has been filed with the State of Michigan, and Treasurer Fandell had to make an adjustment to one schedule in the GASB68 section of the audit as requested by Roslund Prestage and Company which had to do with reporting payroll contributions on a fiscal year and not a plan year basis over the ten years. She pushed to get the report filed so that the other State required reports could also be filed timely. All are now online with the State of Michigan and on the City website.

Manager Yonker reported that the MDEQ sent a report to us from District Engineer Kurt Swenson, who performed an on-site visit of the facilities, management, security, records, and efficiencies of the system. We received notice on two items which are being addressed. The report acknowledge that the system, staff and condition of buildings and system are in good condition and the City has made considerable improvements and additions since the last survey/inspection. He also is interested in joining our Well Head Protection Program Committee. He informed Council that a copy of the report would be sent to them electronically. He commended Director Studt and the DPW staff for their exemplary work in receiving such a good report.

Manager Yonker gave an update on the ZFS project status and status of the delinquent invoices which are due for the construction. Jim Wheeler discussed the issues with Brian Treborg and we are to receive the agreement within the next week. Mayor Schafer asked for the amount and if it causing a financial burden on the City, Manager Yonker stated about \$378,000 with \$106,000 left on the contract; and Barb has been timing the investments of funds to cover the cost without causing any burden. He also reviewed the Business Magazine

article in more detail, which ties to the ZFS project. It will give the City some National exposure for this innovative project. Manager Yonker reviewed the Industrial property and additional businesses inquiries and purchases coming in due to the development of ZFS.

Councilperson Gray inquired on the brush pile, and why we can't burn a portion of the pile and not chip it. Manager Yonker said after receiving the two quotes, we are exploring other options which include the burning of it. Councilperson Gray said it is a better location for burning and could be done in smaller piles instead of paying the \$20,000 price tag.

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

**New/Old Business**

Mayor Schafer presented a Letter of Interest received from Richard Teal to fill a vacancy on the Planning Commission. Discussion and Mr. Teal's qualifications. Mayor Schafer stated this is an appointment that can be done now as there is a vacancy.

**Moved by Baublitz, second by Gray to appoint Richard Teal to the Planning Commission for the remaining term ending June 30, 2018. Motion carried.**

Mayor Schafer reminded Council of the Committee of the Whole for annual goal setting and strategic planning for January 23, 2018 at 5:30pm.

Manager Yonker informed Council that he is still waiting for a response from ZFS Ithaca LLC, on the Water/Sewer Rate Agreement and he had reported on during his City Manager report.

Councilperson Baublitz reminded staff of the missing light pole on Center Street. Manager Yonker said he has staff determining why it had not been replaced or initially installed.

Mayor Schafer informed Council that Rosewood has not had good relations with the Health Department over the sewer issues they have had over the past year. Last year they were approved, but the new inspector was threatening to grade them a D. Mayor Schafer contacted the City Manager and he provided Myra with the steps to connect to the City system (they are in Newark Township so annexation or 425 Agreement will be required). Mayor Schafer was asked to have the City Manager to let them know how to start the process.

**Claims, Accounts and Payroll**

**Moved by Koppleberger, second by Hubbard to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #44423-44447, and Payroll Checks #14659-14690, DD1101-DD1108, EFT #729-734 as listed in the Check Register Book. Motion carried.**

**Public Comment**

Mayor Schafer asked for public comments. None were offered.

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

**Moved by Koppleberger, second by Hubbard to excuse Jim Gruesbeck as he was out of town and gave advanced notice. Motion carried.**

**Moved by Andrew, second by Baublitz to adjourn. Motion carried.**

The meeting adjourned at 7:50 pm.

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Barbara Fandell, Clerk-Treasurer

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Alice M. Schafer, Mayor

**CITY OF ITHACA  
CITY COUNCIL MEETING  
January 16, 2018  
7:00 PM**

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

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

Audience in attendance was John VanTholen and Corey Hammel.

**Moved by Baublitz, second by Andrew to approve the minutes of the regular meeting held January 2, 2018. Motion carried.**

**Public Comment**

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

**Committee Reports**

Councilperson Gray reported the Water, Sewer, Solid Waste Committee met to review the refuse/recycling contract which expires in August. He reported the change in price would increase to \$10.00 per month for residential curbside service and includes continuing the Blue Bag Recycling program. The senior bag tags would increase to \$1.90 per tag. The blue bags are sold at local retailers or they can now be purchased direct through Granger and the cost will be placed on the resident's bill. He reported the Committee is recommending approval of a three-year extension of the contract which would be from August 1, 2018 through August 1, 2021.

**Moved by Gray, second by Hubbard to approve a three-year extension of the Refuse/Recycling contract with Granger, Inc with prices increasing to \$10.00 per month for residential service with the 95-gallon cart and \$1.90 per senior bag tag, ending August 1, 2021. Motion carried.**

John VanTholen, Granger Inc, thanked the City Council on behalf of Granger for the opportunity to continue to serve the City. He acknowledged how great it is to work with the City Hall staff and administration.

Mayor Schafer reported the Library Board met and with the ongoing problem of the basement floor, the Board had Director Hill call in Burford's Plumbing to look at the issue. They found the issue doesn't have anything to do with the plumbing, but with the adhesive used to connect the tile. It should have a sealant and they don't feel it has one on it. She said the Board was unsure of the next step, but wants someone local to come in and fix it. City Manager Yonker will look through the contract to see if there is a warranty. He also stated that a trench was cut through the concrete for the water issue during construction and staff is wondering if the water is wicking up through the trench micro cracks as that is the only place the water is. Add to that the adhesive and that could be the problem. Mayor Schafer said the Board wants it fixed as soon as possible as it has been almost a year that they have been dealing with it and no progress has been made. City Manager Yonker will work on a solution.

**Department Reports**

Lt. Roy McCollum reported on the December activity of the Ithaca Unit, stating the month was pretty uniform in regards to other months. One of the officers does his job well and is very active on making stops.

Councilperson Gray commented that he seems a little aggressive and that is a fine line that we rely on the Lt. to balance. Mayor Schafer added that he keeps the car visible and it is slowing traffic down. Lt. McCollum said if there are issues, comments have not been shared with him, but he will discuss with the officer. Councilperson Baublitz commented that most of the tickets being issued, are fix-it tickets and not traffic violations.

Lt. McCollum reported that Officer Alex Trevino has resigned due to family matters. The goal is to fill the spot with an officer that has a desire to stay. Officer Bussell continues to do a great job for the City. The Council wishes Alex well. Lt. McCollum also provided an annual report. He asked for questions or concerns. The Council had none.

**Moved by Hubbard, second by Gray to receive the December 2017 and the 2017 Annual Ithaca Unit reports. Motion carried.**

Fire Chief Nelson reported on the quarterly activity and provided an annual report for the Fire and Rescue Department. In addition to the written reports, he informed Council that Engine 421 was damaged due to an accident at a scene. An oncoming motorist was driving too fast for conditions and hit the engine. We are waiting on estimates for the insurance and then can move forward with repairs. The time for completed repairs will be unknown until the estimates and damage assessments are completed. He further reported that medical calls are increasing as they are seeing more geriatric patients and people waiting to get help due to insurance reasons. They are also seeing more accidents as drivers are distracted by more things to do in their vehicles.

**Moved by Hubbard, second by Gray to receive the Fire Chief's Quarterly and Annual reports. Motion carried.**

The county provided a list of permits issued for the Building Official's report. Councilperson Gray commented that the permits need to come back in house so we know what is being done. Three permits in three months can not be accurate.

**Moved by Hubbard, second by Koppleberger to receive the Building Official's report. Motion carried.**

Clerk-Treasurer Fandell reviewed the financial statements for the quarter ending December 31, 2017. She reported that the Trust and Agency Fund account was moved from Commercial Bank to Mercantile Bank to help meet Investment policy limits during tax collection seasons. She informed Council that the Caldwell fund made payment for the connector sidewalk in January and the fund is \$145,000 less as of date.

Mayor Schafer asked if ZFS had made payment and the answer was no. Manager Yonker said the reason given to GGDI was they were busy with another project and put our agreement aside. He stated he has not heard anything further. Councilperson Koppleberger inquired as to why that was holding our payment. Council directed Manager Yonker to reiterate that the City rushed to complete its portion of the project and now they need to reciprocate based on previous verbal commitments. Manager Yonker will do so.

**Moved by Andrew, second by Koppleberger to receive the December ending financial statements and place on file for audit. Motion carried.**

### **City Manager's Report**

City Manager Yonker provided a written report which updated Council on the ZFS development, Well #7, SAW Contract, refuse/recycle contract, lease revisions with G.A.S., brush/yard waste removal, Planning Commission, DDA and ZBA Board vacancies, Water Quality Report, fire truck accident, International Business Magazine Article, Chamber Awards Breakfast and MME conference.

Manager Yonker asked that a Personnel Committee meeting was needed to review the AFSCME Union demands for the contract renewal. **Mayor Schafer set the Personnel Committee for Wednesday, January 24, 2018 at 3:30pm.**

Manager Yonker reported that he asked Bob and Barb for additional ideas on the brush and yard waste removal. Bob said the pile is just too large to break down now because of being turned over so much. Moving it would be near impossible. The estimates to grind it is \$20,000, so do we grind or burn it? Long term, Bob has advocated that we could do a curbside collection service or look at chipping the pile a couple of times per month to stay up with it. The other issue is that the yard waste pile is being filled with everything from tires to picnic tables. It's open and we don't police it. Discussion on cameras, manning it, burning small piles, etc. It was agreed that the committee should review burning. Councilperson Gruesbeck added that since moving the location, it has gotten left and not taken care of and that is why it is out of control. Mayor Schafer suggested it be discussed at the goal session.

Mayor Schafer asked about the well status. Manager Yonker reported the heat was installed and they are waiting on some braces to finish up.

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

### **New/Old Business**

Carey Hammel of Mid-Michigan Area Cable Consortium showed a video created by MAC3TV Network Services. He provided some history of the Consortium. It was formed in the late 1990's to support the network which communities couldn't do on their own. In the 1980-90's there were legislative issues that the Consortium helped to defend. The members agreed to take the 5% franchise fees and 2% to the Consortium for operations. The staff has done some programming and others in the communities can do it through the services. The interns do some show "Sport Attack", "Art Attack", etc. They are trying to reach out to the schools to get students interested in production.

He reported that the channels are 187 and 191 on charter and is also online on MACTV's website. This is because a lot of people don't have Charter and have Direct TV or Dish for example. All of the education and government channels are in Mt. Pleasant and not spread all over the different counties. They are also using VIMEO for videos so users can upload to their own websites. They go to VIMEO first, then upload to Facebook and include the VIMEO link.

In Fall of 2017 they moved the Alma office to St. Louis and are now looking forward to new volunteers taking advantage of services. MACTV wants to be the multimedia agency to help the communities. Manager Yonker asked what impact Alma's leaving the Consortium had on it. Mr. Hammel stated both Alma and Shepherd had left as it took \$50,000 from the \$300,000 budget. The rent is cheaper in St. Louis and they are staying frugal and working to maintain all services. Staffing can be a little less because they will not cover the Highland Festival or Maple Syrup Festival this year. Mr. Hammel added that each community gets to have representation on the Board of Directors and Ithaca is currently not being represented, so he asked that one be appointed.

Mayor Schafer thanked him for the information and presentation.

Mayor Schafer stated a Letter of Interest was received from Alison Jerome for the Planning Commission.

**Moved by Hubbard, second by Andrew to appoint Alison Jerome to the Planning Commission for a term expiring June 30, 2019. Motion carried.**

Clerk Fandell presented a Proclamation for consideration for Random Acts of Kindness Week. The request is from teacher Sue Meier and the children will do a presentation at the February 6, 2018 meeting.

**Moved by Gray, second by Koppleberger to adopt the Proclamation for Random Acts of Kindness Week. Motion carried.**

Mayor Schafer reported the EPA gave a presentation to the Commission on Aging and they have a way to treat the contaminants in the ground at the Super Fund site. It was interesting and they have invited groups to do a field trip to the site. They will also be planting trees for the animals and birds.

Mayor Schafer asked Council to consider which committees they would like to serve or how to restructure the committees to a work session.

**Claims, Accounts and Payroll**

**Moved by Andrew, second by Gray to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #44448-44488, and Payroll Checks #14691-14704, DD1109-DD1114, EFT #735-740 as listed in the Check Register Book. Motion carried.**

**Public Comment**

Mayor Schafer asked for public comments. None were offered.

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

**Moved by Baublitz, second by Koppleberger to adjourn. Motion carried.**

The meeting adjourned at 8:30 pm.

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Barbara Fandell, Clerk-Treasurer

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Alice M. Schafer, Mayor

**CITY OF ITHACA  
CITY COUNCIL MEETING  
February 6, 2018  
7:00 PM**

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

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

Audience in attendance was Mrs. Sue Meier and kindergarten class, Shemes Family and Anne Hill.

**Moved by Koppleberger, second by Clark to approve the minutes of the regular meeting held January 16, 2018. Motion carried.**

**Proclamation Presentation**

Mrs. Sue Meier and her kindergarten students gave a presentation on Random Acts of Kindness and the projects they have done to show kindness throughout the community. Projects included Books for Babies, Everyone Needs a Birthday, the traveling yellow jacket, Food with Friends lunch bag decorating, visiting with the Seniors and the Activity Center and receiving a grant to thank our local firefighters for their service.

Mayor Alice Schafer presented and read aloud, the Proclamation for Random Acts of Kindness Week and World Kindness Day. She congratulated and thanked the children and Mrs. Meier for all that they have done for Ithaca.

**Public Comment**

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

**Committee Reports**

Mayor Schafer reported the Committee of the Whole met for strategic planning and goal setting for the upcoming year. The Department Heads and City Manager gave reports on current and future items for consideration. Discussion was also held on the organization of the Council and committee structure. The Council will be trying work sessions once a month with the first one being on February 20, 2018.

Councilperson Koppleberger reported the Personnel Committee met to review the employee health insurance options and discuss the procedures for the DPW union negotiations. The committee reviewed the health insurance options and recommend adding a second plan offering to employees. The plan will be a BCBS Simply Blue plan and further recommends the City continue paying 88% of the premium based on the new plan rates, employees selecting the more expensive plan would pay the additional premium cost. Manager Yonker stated we were looking at a 11.45% increase and some in the industry are seeing up to 35%. The second plan offers a more reasonable rate to both the City and employees.

**Moved by Koppleberger, second by Gray to add a BCBS Simply Blue Platinum plan and allow full time employees to select which plan they would like, with the City paying 88% of the Simply Blue health premium and employees paying the remaining premium of the plan they select. Motion carried.**

Councilperson Koppleberger added that the Committee agreed the current practice of having a labor attorney at the negotiations is to be continued. City Manager Yonker is to schedule the first meeting.

**City Manager's Report**

City Manager Yonker provided a written report which updated Council on the ZFS development, Well #7, SAW Contract, refuse/recycle contract, lease revisions with G.A.S., brush/yard waste removal, Planning Commission, DDA and ZBA Board vacancies, Industrial Drive re-alignment, International Business Magazine Article interview and City Hall furnace repair.

City Manager Yonker reported that Chief Nelson had shared how appreciative the firefighters were when the children honored them with the cards as a Kindness project. He discussed the current City billboard that is shared with the school and asked for direction on if the design should be updated, or was it universal enough to keep, change photos, etc. The current one has been there for 5-7 years and is faded and falling off. Initial contact with Superintendent Fletcher leaves question as to whether or not the school will cost share in its repair or replacement. Discussion on adding the "City of Ithaca" and possibly removing the website addresses.

City Manager Yonker reported the DDA billboard was up and water Well #7's pump should be installed the next day. He reported that he attended a session at the MME conference about the MDEQ legislation on lead pipe replacements, including service lines. There is much conversation and concern over the liability of service line replacements because public funds would be used on private property for a private improvement. This

would also cause cities to assume the liability for the entire line to the house. The MDEQ was given this information and are taking it under review prior to the hearing. As for Ithaca, an exact count is unknown but we don't think we have that many and we meet all requirements for the rest of the proposed legislation. Councilperson Hubbard asked what the current responsibility of the City is for service lines. It is from the main to the curb stop/valve.

City Manager Yonker discussed the limited access freeway of US-127 and the study performed for the potential changes. Councilperson Gruesbeck inquired how this study differed from the prior one. Manager Yonker said it updates and the additional issues that we've raised with MDOT on the current traffic, Dilts Road/Industrial Parkway concerns, the MDOT traffic study and the ZFS project for proposed traffic increase have all been considered. This is leading the interest to reopen the study as well as the possibility of the cul-de-sac on Bagley Road; however, no decisions have been made as of yet.

Manager Yonker further reported that he met with a representative from All-Cycle, a new business in the RAMTAC building. They are organizing a community event with Padnos and the Commission on Aging for the recycling of plastics, metal and small electronics. The event will be held around April 19-21<sup>st</sup> and all of the money received from the recycling that day will be donated to the Commission on Aging. All-cycle also recycles wood and could possibly help us with a solution to the brush pile.

Mayor Schafer followed up to the written report, stating the Library Board had Jeff Benesh come in and evaluate the basement and he feels it is a combination of the tile and adhesive. Manager Yonker said the issue is where the original foundation was and there is an old foundation tile that was rerouted around so it may be part of the cause because it is collecting with water and has no where to go. He reported he has made contact with the architect, who contacted the contractor, who has contacted the subcontractor to come look at it. We wanted to fix the water wicking problem first. The DPW staff will have to dig down the west wall once the thaw happens in the spring.

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

#### **New/Old Business**

Councilperson Hubbard complimented the Fire Department on the handling of the house fire in his neighborhood. They were quick to have it under control and the collaboration with the Alma Fire Department and others was impressive.

Clerk Fandell asked members to notify her if they would be attending the MML Capital Conference.

Mayor Schafer asked that Alma Dart public transportation be considered for service to Ithaca as the County has discontinued its service. She also inquired on the status of the Monosem building. Manager Yonker said they have made changes to their plans but are still in communication. Pending the final plan decisions, they may have to return to the Planning Commission.

Councilperson Koppleberger asked if Consumers Energy reimbursed the City for the furnace repair cost. Clerk Fandell informed members that Bob Studt submitted the information and it was turned in for review. There is a good chance we will receive 75% of it back.

Manager Yonker updated Council on Charter Communication losing service during the Super Bowl and the Facebook post placed letting the residents know how to receive a one-time courtesy refund. The post received over 80,000 views. He received a call from the governmental liaison from Charter regarding the credit request and he explained that we are the franchise contact so we were in our right to ask and that was the solution that Charter's support staff offered.

Councilperson Gray asked if the Council packet could be provided to the press prior to the meeting. Discussion on the current public packet availability and perhaps placing it on the website.

**Moved by Gray, second by Hubbard to post the City Council packet on the website the next business day following the day the City Council receives it. Motion carried.**

Mayor Schafer stated she is receiving complaints about the Wesleyan Church parking lot/sidewalk issue and asked when it would be fixed. Manager Yonker said they did it without coming to the City for permission and he would contact them.

Councilperson Koppleberger asked that ZFS be contacted regarding the payment reimbursement again.

#### **Claims, Accounts and Payroll**

**Moved by Baublitz, second by Andrew to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #44489-44538, Grant Program Check #1189, and Payroll Checks #14705-14751, DD1115-DD1130, EFT #741-750 as listed in the Check Register Book. Motion carried.**



**Public Comment**

Mayor Schafer asked for public comments.

Ann Hill, candidate for the 93<sup>rd</sup> District House seat, introduced herself and gave her qualifications and bio for the Council. Ms. Hill is from Dewitt, MI.

Tom McDonald, owner of Gratiot County Herald and Mid-State Printing asked the City Council to consider allowing medical marihuana facilities in the City. He has a building in the Industrial Park that he is trying to sell and a potential buyer is interested if that business was allowed. He shared some statistics and facts about the business, operations and legislation requirements and restrictions. Mr. McDonald shared that he is not advocating for or against medical marihuana, but is advocating for business in the City, new jobs and selling or leasing his building. Mayor Schafer thanked him for his comments.

Clerk-Treasurer Fandell noted that Gratiot Agricultural Society reports were included in the packet and further noted that according to the minutes, the balance of the grant they received was returned to the State as they did not complete the work.

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

**Moved by Baublitz, second by Gruesbeck to adjourn. Motion carried.**

The meeting adjourned at 8:30 pm.

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Barbara Fandell, Clerk-Treasurer

**CITY OF ITHACA  
CITY COUNCIL MEETING  
February 20, 2018  
7:00 PM**

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

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

Audience in attendance was none.

**Moved by Baublitz, second by Gray to approve the minutes of the regular meeting held February 6, 2018. Motion carried.**

**Public Comment**

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

**Committee Reports**

Mayor Schafer reported the Committee of the Whole met for its first work session and discussed the brush pile and the Fire budget for the 2018-19 Fiscal Year. The Committee is recommending that direction be given to the DPW crew to burn the brush pile by breaking it down into smaller piles and continue to turn the leaves for mulch. In addition, the signage is to be redone to give clear notice that trash and tires are not allowed, publish an article in the Spring newsletter and post pictures of the crew removing the trash from the pile on Facebook to make the community aware of issues it causes. It further recommends moving the Fire budget forward for incorporation to the full budget.

**Moved by Hubbard, second by Koppleberger to approve the Fire Department budget request and send to full budget for incorporation. Motion carried.**

**City Manager's Report**

City Manager Yonker provided a written report which updated Council on the ZFS development, Well #7, SAW Contract, refuse/recycle contract, Wellhead Protection program, Anchor Danly MTT, DPW Union negotiations, County Building Inspector position, Fire Department budget, brush/yard waste removal, Planning Commission, DDA and ZBA Board vacancies, lead and copper draft rules, International Business Magazine Article and the High School Mock interviews participation.

Manager Yonker reported that Clerk Fandell has the Council packet on the website as directed and a statement that previous packet information is available from the City Clerk. The contract with Granger is ready for signing, the to-do list is being worked on and the City departments are starting recycling on a fuller scale. He further reported the Countywide Master Plan comment period ends on March 16<sup>th</sup> and then can be adopted by the Planning Commission after a public hearing is held. The law allows the Planning Commission to adopt the plan unless the Governing body passes a resolution to do so. If that is the option, final adoption will be in April after the Planning Commission meets.

Manager Yonker informed Council that the Commission on Aging, Padnos and All-Cycle are teaming up to do a community beautification day in the COA parking lot. The event will be Thursday-Saturday, April 26-28, 2018. They will take electronics, steel, copper, batteries, etc. There is no cost for the City to partner and all funds from the collection will be donated to the COA for a new mobile ramp system. It has not been determined if they will be able to take hazardous waste materials, as they are still looking into options. Additionally, he discussed the ZFS project and failure of their staff to respond to a meeting to settle the Water/Sewer rate agreement and make payment. Manager Yonker said he offered three dates originally and an additional six when those passed. He shared that the City will not finish the project until they pay and finish the contracts. Councilperson Andrew inquired if the principals had been contacted. Manager Yonker said that would be the next step. The City Council directed the City Manager to call the owner of ZFS and advise of the situation. Manager Yonker handed out updated Strategic Planning lists, and shared the Rotary activity with the Council.

Councilperson Gray inquired if the Board of Review position had been filled and suggested Jim Wideman or Alison Jerome. Clerk Fandell informed that she had reached out to the banks as directed also.

Councilperson Hubbard inquired if Senator Emmons had been contacted regarding her Property Assessment mailing that went out. Clerk-Treasurer Fandell explained that Senator Kahn started that flyer while in office and she continued the practice; but no contact was made with her regarding it.

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

**New/Old Business**

Mayor Schafer noted the correspondence from MAGNET and request for continued contribution for the service. The payment is in the bills for approval this meeting and is budgeted. She also noted that the Ithaca Schools debt was forgiven by the State of Michigan and thanked Manager Yonker for the article.

Clerk-Treasurer Fandell updated Council on the funding status of the cemetery and the ordinance amendment for changing the pet cemetery section to an urn burial section. She requested that the cemetery funding be a topic for the March 20<sup>th</sup> work session. Mayor Schafer obliged and asked what other topics needed discussion. It was suggested that the DDA/TIF plan also be an item. Councilperson Gray inquired if the ordinance codification was in process. Clerk Fandell has requested quotes.

Councilperson Hubbard informed members that he was attending the MML Capitol Conference and may not be in attendance for the March 20<sup>th</sup> meeting.

**Claims, Accounts and Payroll**

**Moved by Gray, second by Andrew to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #44540-44586, and Payroll Checks #14752-14767, DD1131-DD1136, EFT #751-757 as listed in the Check Register Book. Motion carried.**

**Public Comment**

Mayor Schafer asked for public comments. None were offered.

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

**Moved by Andrew, second by Baublitz to adjourn. Motion carried.**

The meeting adjourned at 7:52 pm.

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Barbara Fandell, Clerk-Treasurer

**CITY OF ITHACA  
CITY COUNCIL MEETING  
March 6, 2018  
7:00 PM**

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

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

Audience in attendance was Aubricana Sanchez, Devin Barnes, George Bailey, Braydon Fisher, Kenzie Falk, Tesse Santana, Rob Endter, Lexi Endter, Charlotte Stahl, Bill Stahl, Kayla Belles, Kayla Snider and Diane Godley.

**Moved by Andrew, second by Hubbard to approve the minutes of the regular meeting held February 20, 2018. Motion carried.**

**Public Comment**

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

Mayor Schafer welcomed the students from Mr. Lambrecht's government class and asked them to stand and introduce themselves. Councilperson Hubbard encouraged them to serve on a committee or Council someday.

**Correspondence**

Mayor Schafer asked to receive any questions or comments from the Council regarding the board minutes from G.A.S. and/or the Chamber as provided. She inquired if G.A.S. has provided a list of dates for events to be held at the fairgrounds this year. Deputy Clerk Cameron reported that dates for the pig scramble and fair week have been reserved by G.A.S.

**Committee Reports**

Mayor Schafer stated that the Committee of the Whole will be meeting at 6p.m. on March 20<sup>th</sup> to discuss the DDA/TIF, cemetery funding and the fire ordinance.

**City Manager's Report**

City Manager Yonker provided a written report which updated Council on the ZFS development, Well #7, SAW Contract, brush/yard waste removal, DDA and ZBA Board vacancies, State funding of roads, House Bill 4362 – Reimbursement of Veterans Tax Exemption, House Bill – 5368 – Michigan's Water Withdrawal Laws, re-codified TIF Act and MDEQ amended lead and copper rules.

City Manager Yonker reported that he participated in mock interviews at the high school and was impressed with the student's knowledge, conversation skills and feels confident in the future of these young adults. He informed Council that he has a meeting this Thursday with Jim Wheeler and Brian Treborg of ZFS to discuss the water/sewer agreement. He reported the DPW had burned down the brush pile leaving it fully extinguished using foam with assistance from the fire department. Within that remaining rubble there was a picnic table, box springs, tires and other miscellaneous trash that does not belong in the brush pile. Mayor Schafer explained to the students in the audience that this brush pile is a free service provided to our residents to dispose of grass clippings, brush from bushes or trees and has been misused. Therefore, the City would be monitoring the site closely in addition to putting signs up at the site stating what is allowed to be dumped.

City Manager Yonker reported that the MDEQ held a hearing on March 1<sup>st</sup> for amending the guidelines on removing lead pipes from municipal water systems. He stated that our city water mains are made of steel or plastic, however individual water service lines can be different from house to house. Replacing water lines and/or connections using public funds is proposed, however repairs on private property would be an issue based on current City ordinance definition of responsibility. Part of the discussion is to reduce the amount of lead allowed in the drinking water from 15 parts per billion down to 10 parts per billion. He will keep Council posted as the updates become available.

City Manager Yonker reported that he and Bob Studt attended a meeting with MDOT representatives from the Mt. Pleasant office. Additional road funding has become available, with Ithaca scheduled to receive \$27,500 in April. The State General Fund money for the fiscal year beginning October 2018, will have more road funding appropriated. The City anticipates an additional \$23,500 for more local road projects. MDOT has service project funds available and is considering work on North Pine River starting at Barber Street going north to Polk Road then east to US127 overpass. This would consist of milling the asphalt and resurfacing the road and would have to be completed by year end of September 30, 2018. The process would begin with a July bid letting for August through September construction. MDOT advised that if there is any remaining maintenance money from the fiscal year, they are hoping to do repairs to part of the business route of North

Main and East Emerson to eliminate the rutting. He further reported that MDOT presented the summary of traffic counts from last fall on the business route with about 7,600 vehicles' daily on East Center Street and about 4,700 vehicles' daily on North Pine River. These numbers were obtained for the consideration of aligning the intersection of Dilts Road and Industrial Parkway and adding a traffic signal. The results of the state criteria for justification of our request was not met with a score of 1 out of 15 merits.

Mayor Schafer followed up to the written report, stating that she agrees that the Veteran's Tax Exemption should be applied as an income tax credit, so as not to impact the local cities directly with a tax loss.

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

**New/Old Business**

Mayor Schafer acknowledge a letter of interest from Kevin Twardy to serve on the Board of Review. Mr. Twardy has been a resident of the city for 6 years and has experience in the housing market.

**Moved by Gray, second by Hubbard to appoint Kevin Twardy as a member of the Board of Review. Motion carried.**

Mayor Schafer introduced the Farmland Lease on the twelve acres owned by the City and cash farmed by Ronald Cuthbert. The terms of this lease are from December 1, 2018 through November 30, 2021.

**Moved by Koppleberger, second by Gray to approve and enter into the Cash Farmland Lease with Ronald Cuthbert for December 1, 2018 through November 30, 2021. Motion carried.**

Manager Yonker inquired on setting up a date for the Council to do a facility tour of the fire hall, community center, waste water treatment plant, well #7, east water tower, public works, library and the parks. Consensus was to provide a couple dates and setting a time that works best for everyone.

Councilperson Hubbard requested to be excused from the next council meeting held on March 20, as he will be attending the MML Conference, permission was granted.

**Claims, Accounts and Payroll**

**Moved by Baublitz, second by Andrew to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #444617-44616, Grant Program Check #1190, and Payroll Checks #14768-14782, DD1137-DD1142, EFT #758-761 as listed in the Check Register Book. Motion carried.**

**Public Comment**

Mayor Schafer asked for public comments.

Diane Godley with Community Strong updated Council on ideas and plans for upcoming events. She has requested that the south alleyway downtown be closed for a petting zoo to be held directly after the Easter Egg hunt on March 31, 2018.

Sherry Walter introduced herself as the new president of Ithaca Promotional Committee. She stated that IPC is in communication and working with the Community Strong group to create experiences and hold events for families to participate in that revolve around the community.

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

**Moved by Hubbard, second by Baublitz to adjourn. Motion carried.**

The meeting adjourned at 8:05 pm.

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Cathy Cameron, Deputy Clerk

**CITY OF ITHACA  
CITY COUNCIL MEETING  
March 20, 2018  
7:00 PM**

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

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

Absent was Councilperson Clark Hubbard.

Audience in attendance was Rob and Lexi Endter, Brian Adkins and Heather Seeley.

**Moved by Baublitz, second by Andrew to excuse Councilperson Hubbard as he was attending the MML Capitol conference. Motion carried.**

**Moved by Koppleberger, second by Gray to approve the minutes of the regular meeting held March 6, 2018. Motion carried.**

**Public Comment**

Mayor Schafer asked to receive public comments.

Heather Seeley introduced herself as the new Vice President for the Gratiot Agricultural Society Board. She notified the Council that Seth Wolfe had resigned, she was the replacement and provided her contact information for the lease agreement.

**Correspondence**

Correspondence included minutes from the Planning Commission, Library Board, Gratiot Area Chamber of Commerce Board and Ithaca Promotional Committee.

**Committee Reports**

Mayor Schafer reported the Committee of the Whole met for a work session and discussed the cemetery finances, mowing contract and DDA/TIF plan. The Committee recommends taking advantage of the additional discount on the mowing contract by paying the entire season contract and taking funds from the reserves to help meet the budgetary shortfall. The Committee also recommends another meeting to discuss the operations and financial condition of the cemetery.

**Moved by Baublitz, second by Gray to pay the full mowing contract for the cemetery, allow the Treasurer to transfer an additional \$3,000.00 from the Cemetery Sinking fund to its Operating fund and amend the budget appropriately. Motion carried.**

Mayor Schafer further reported the Committee discussed the expiring Tax Increment Finance Plan of the Downtown Development Authority. The current TIF capture is only 20% and equals about \$14,000 with \$4,000 being captured from the County Operating millage and the rest from the City's Operating millage. The plan is set to expire in April. The Committee recommends letting the TIF expire. Councilperson Koppleberger suggested a joint meeting with the DDA and businesses to discuss the future of the DDA and the roles it and the IPC and Community Strong play.

**Moved by Gray, second by Koppleberger to let the Tax Increment Finance Plan expire in April. Motion carried unanimously.**

Mayor Schafer also informed the Committee that Dawn Clark from Habitat for Humanity contacted her and the group is looking for the City to participate in its "Rock the Block" campaign. This is where they take a city block, clean it up and beautify it. Mayor Schafer also updated the Committee that Rosewood must hood up to city sewer by October-November of 2018 or the Health Department will pull their license.

**Department Reports**

Lt. Roy McCollum provided a monthly written report of the Ithaca Unit for the month of February.

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

**City Manager's Report**

City Manager Yonker provided a written report which updated Council on the Capital Improvement Plan for 2018-2024, ZFS development, the Tax Increment Financing Act, Well #7, Well #6 power outage damage, SAW Contract, Anchor Danly MTT, DPW Union negotiations, Library budget, new Sharps Disposal program at the MMDHD, Planning Commission, DDA and ZBA Board vacancies and Rotary training.

Manager Yonker reported that he was working with Brian Adkins on the AYSO lease agreement. He informed Council of the Easter Egg Hunt and additional activities that would be held downtown after the event. The activities have been organized by Lexi Endter and the IPC. He further reported the City had a power outage that day that affected over 300 homes and businesses. The outage downed Well #5, taking us down to one well. Well #7 has all of the mechanical and electrical completed but needs the final testing and chlorination before it can be put into production. The DPW put a backup generator on Well #5 but power was restored within two hours. He reported that the prior Friday, Consumers Energy had a 3-phase line break and it caused the 3-phase on Well #6 to go down to a single phase, causing the pump to burn up, so it is out of service until it can be repaired. Barb is filing the claim with Consumers and working with the City insurance company and Bob is working on estimates for repair and a timeline as well.

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

**New/Old Business**

Clerk-Treasurer Fandell presented Resolution 2018-01 which would waive the penalty for late or non-filed property transfer affidavits. The request for adoption comes from Assessor Hunter and will be required as part of the next AMAR review. She explained that many communities are allowing for the waiver due to the inefficient cost efficiencies for the amount charged.

**Moved by Gray, second by Andrew to adopt Resolution 2018-01 Waiver of Penalty Associated with Not Filing Property Transfer Affidavit Form. Motion carried by Roll Call vote:**

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

**Nos: (0) None**

**Absent: (1) Clark**

City Manager Yonker presented the Capital Improvement Plan for adoption as recommended by the Planning Commission. He provided a thorough review of the plan, highlighting the 2018-2019 items. He expressed how having a comprehensive document, which we now have, helps with budgeting and transparency.

**Moved by Gray, second by Baublitz to adopt the Capital Improvement Plan for 2018-2024 as recommended by the Planning Commission. Motion carried.**

Clerk-Treasurer Fandell reported that the Gratiot Area Chamber of Commerce Director had resigned so the board would be meeting to prepare a plan for her replacement.

City Manager Yonker provided an update on the ZFS/City Water/Sewer Use Agreement and the meeting held with Brian Treborg from ZFS and Jim Wheeler from Greater Gratiot Development. Manager Yonker then reviewed the project development to provide historical information for all members. The meeting addressed the water and sewer rates and the support of the rates by the annual rate study the City performs. Jim Wheeler addressed the Council, sharing that the 20% increase in rates over the last two years and the Resolution which guarantees a 2.5% increase is the largest concern for ZFS. Discussion on the rate analysis and the third tier ensued. Manager Yonker added that he was reminded that we do not charge a debt connection fee for past debt but build future cost into the rates.

Mayor Schafer stated they need to be treated as all customers of the system. Jim Wheeler asked if the rate study could be reviewed, Treasurer Fandell will oblige. Manager Yonker said it was left with the attorney from ZFS still reviewing it but we are close.

**Claims, Accounts and Payroll**

**Moved by Baublitz, second by Andrew to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #44618-44660, and Payroll Checks #14783-14798, DD1143-DD1148, EFT #762-767 as listed in the Check Register Book. Motion carried.**

**Public Comment**

Mayor Schafer asked for public comments. None were offered.

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

Councilperson Koppleberger asked if annual evaluations of the City Manager were to be performed. Mayor Schafer stated they were. Councilperson Koppleberger will get the paperwork distributed.

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

The meeting adjourned at 8:30 pm.

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Barbara Fandell, Clerk-Treasurer

City Council Minutes

**CITY OF ITHACA  
CITY COUNCIL MEETING  
April 3, 2018  
7:00 PM**

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

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

Audience in attendance was Cathy Cameron, Jamie Space, Ron Lane, Doug Wright, Kevin & Lori Kindel, Marla Macha, Sue Grigar, Bill & Charlotte Stahl, Rick & Linda Bongard, Bill Henderson, Ron Rony, Brian Kench, Barb & Glenn Unruh, Rhonda & Lexi Endter, Brian & Diane Godley, Mike Morris, Mary Humm, Mike Sherwood, Aaron Hale and Daniel Bowen.

**Moved by Koppleberger, second by Gray to approve the minutes of the regular meeting held March 20, 2018. Motion carried.**

**Public Comment**

Mayor Schafer instructed the audience that public comments regarding the MDOT presentation would be taken after the presentation; and then asked to receive any other public comments. None were offered.

**Correspondence**

Mayor Schafer asked to receive any questions or comments from the Council regarding the correspondence included. None were offered.

**MDOT Presentation – US-127BR Road Diet**

David Hoeh, Operations Engineer and Brandon Wegener, Traffic & Safety Engineer of the Mt. Pleasant MDOT Traffic Service Center presented the proposed US-127BR Road Diet to the Council and public. Mr. Hoeh stated the reason discussing the road diet is that safety is the top priority for MDOT and the study shows that additional safety could be brought to the community by making the conversion. The road diet would convert the current four-lanes to three-lanes plus larger paved shoulders. The road diet would change the lanes from US-127 to Main Street on Center Street; and from Emerson to Barber on N. Pine River. MDOT would like to make the conversion in conjunction with the \$1.9M Federal grant project, being done this fall, which resurfaces US-127BR from Barber Street to US-127. He added that Ithaca is unique due to the bike path connectivity. The wider shoulders would be paved and would then complete a loop for bicyclists when using the pathway. Mr. Hoeh stated the modeling results included the estimated truck traffic with ZFS Ithaca and shows the three-lanes are better and safer for motorists, pedestrians and bicyclists.

Mr. Wegener presented the statistical data and traffic patterns for the new model in comparison with the current lane setup. Center Street currently handles 7,600 vehicles per day and averages 17 crashes annually, while N. Pine River handles 4,700 vehicles per day and averages 3 crashes annually. He cited local examples where the road diets were similar to Ithaca and were successful in the reduction of crashes due to the changeover. He added that this project would involve the removal and reapplication of street markings and some signage.

Mayor Schafer thanked them for the presentation and opened the floor for comments.

Karen Emery, resident, stated she was against the road diet because what is needed is a traffic light on the east end of Center Street and 3-lanes would make it hard to turn into the fast food restaurants.

City Manager Yonker noted that the Road Commission was already out for bid to expand Center Street to 4-lanes on the east side of the highway and this project could be done in conjunction also.

Diane Godley, resident, stated the concern is the need for a traffic light at the Dilts Road intersection. Will one be put in. Mr. Hoeh explained that the study looked at placing a light, however it does not meet the National warrants but they are continuing to watch it. He further explained that an unwarranted light is worse than no light. This is regulated by a national standard and there are eight different standards to apply.

Bill Henderson, owner Aircraft Precision Products, spoke on behalf of many of the Industrial park businesses. He stated the importance of a light at the intersection, even if for a limited portion of the day. Understanding that it doesn't meet the warrant, he inquired on lowering the speed limit, as the examples shown had lower limits than Center Street currently. Mr. Hoeh shared they were hesitant to do a speed study because sometimes it increases the limit and the 3-lane helps to slow the traffic down. Mr. Wegener added that once a speed study is complete, MDOT must comply with the results and make the change according to the outcome. Manager Yonker asked if lining up Dilts/Industrial Parkway would help get a light. Bill Henderson asked if they were



even considered the same street but agreed it would be helpful to truck traffic. Mr. Hoeh stated the model looked at it both ways, but the volume required by the warrant just isn't there.

Glenn Unruh stated that the contention is without the streets lined up, there will be no light. Mr. Hoeh stated that was correct. Mr. Unruh commented that 3-lanes double up the cars and it only benefits left-turn people. The buses will be lined up and when trying to make a right turn, their front bumper will be in the left lane and how will it work if a truck is approaching. He shared he disagreed with the bike lane, as he was not confident that riding a bike in 40mph was ever safe. He is opposed and it works the way it is.

Rick Bongard, resident, shared as a resident who lives on Center Street, it would be more difficult to get out of his driveway and pedestrians still have to cross the same distance.

Brian Kench, resident, stated he was for the road diet. He stated Ithaca was probably one of few communities left to change over. He lives on N. Pine River and it would be much safer for the crossing guards and help with slowing traffic.

Marla Macha, resident, opposed. She stated at St. Johns and Jeffery, the trucks and busses don't have enough room to turn. They need the space to turn so will take up the left turn lane to do it. Mr. Hoeh stated the width was staying the same but understood her concern.

Ron Rondy, employee in Industrial Park, is against it because with 4-lanes you have an easier time getting out onto Center Street with the extra lane. Mr. Hoeh reminded the residents that they were only providing the information and would not force it on the community. Ultimately, it would be the City Council's decision.

Brian Godley, resident, inquired when the grant project would be done and what the cost for the conversion would be to the City and residents. Mr. Wegener explained the repaving and drainage from Barber to US-127 would be done in the late fall. The road will be open, and MDOT would like to do the road diet simultaneously so that the funding would be paid for through the federal grant which was \$1.9M, resulting in no cost to the City.

Tom McDonald, resident, asked if the examples given had similar congestion. Mr. Hoeh explained that you can't compare to an exactness, but it is similar. MDOT is representing the road diet because it feels it would be beneficial to the safety of the City. Mr. Wegener explained the example comparisons in more detail.

Bob Ward, resident, stated he has lived in the City for fifty years and have never had a problem and was concerned it may create more issues.

Mary Humm, resident, supported the diet. As a bicyclist, the 3-lane is great for cyclists because it is safer. The idea of a dedicated lane or wider shoulder would be very helpful. There is one issue with getting to the pathway and that is the traffic coming from the highway is not stopping before the sidewalk. Additional signage is needed there.

Kevin Kindle, owner Trinity Truck & Service, is a new business and has added another 20+ semis per day that is not in the study due to the business just opening. He commented that the traffic light has to happen even if the road isn't lined up. He added that his business will service about 10% (based on the national average) or 30 trucks more per day due to breakdowns and maintenance once ZFS is in full operation.

Aaron Hale, resident, who works in Alma. He stated he was in full support of the road diet as it does slow traffic down, make it safer and the majority of drivers do not driver properly so this forces them to do so. The road diet in Alma has been good for that community. He stated change is scary, but we should respect the State of Michigan experts, recommendations and the study results.

Ron Lane, resident, commented that Ithaca is an ag community and a farm tractor going down a 3-lane will back up traffic and you can't pass. Was that part of the study? Mr. Hoeh stated it was not as it was too infrequent of an occurrence. Mr. Wegener shared that Harrison has Amish buggies and it works fine up there.

Brian Kench asked if the City had adopted a Complete Streets Initiative Ordinance. Mayor Schafer stated the Resolution was adopted in 2013. Mr. Kench added that the road diet supports the City resolution. He added he was in full support of the diet on N. Pine River.

Marla Macha inquired who would make the decision and how. Mayor Schafer stated the City Council would make the decision. It listens to the residents' comments and will discuss the information before making one. Ms. Macha asked why the sidewalks couldn't be made wider for bikers instead of the road diet. Mr. Hoeh explained that sidewalks are much more dangerous to bicyclists.

Councilperson Hubbard commented that Ithaca is unique in that it is a small town, but at times it is much like a large city. He added that he does not envy the trucks trying to get out from Industrial Pkwy; a light would be great for peak time. Further, he added when Alma went from a 4-lane to a 3-lane by Total Petroleum and it is safer and that is a good local example of where the road diet works. He inquired if there was a half-way point such as doing N. Pine River and waiting on Center Street; but ultimately understanding that MDOT has

the traffic experts and change is in fact scary to residents. He surmised that there are problems with both setups but options are nice.

Councilperson Baublitz asked if lower speed limits would affect the study. Mr. Wegener explained how the study would work but cautioned that doing a speed study might increase speeds and not lower them. The City must then accept the new speeds as determined by the study. Mr. Hoeh explained that 3-lane speeds are more uniform and that is a benefit that directly reduces rear end crashes. He shared that the City is more likely to get a traffic light with the road diet. In addition, pedestrians are crossing 2-lanes of traffic and not 4-lanes and the center can become a refuge or there is a potential to add a pedestrian island.

Mike Sherwood, resident, asked if Emerson and Main Street will change also, since some of the truck traffic will come from the west side of town. Mr. Hoeh said the intent is to leave them as is.

Lt. McCollum asked if splitting the two portions of the road diet was an option. Mr. Hoeh said the preference would be to try it all at one time because Center Street has more potential benefits and MDOT would like to do it for a minimum of 1-year. This doesn't mean it can't be, but the largest benefit is Center Street and the bike connectivity. Making the loop is safer and provides a means into the City.

Mayor Schafer ended the comment period and directed residents to use a comment card for any additional comments they may have. She added that no decision would be made during this meeting, but at a future meeting and the agendas are posted on the City website.

#### **Committee Reports**

Mayor Schafer reported the Committee of the Whole met for a work session regarding the cemetery operations. Staff members Bob Studt, Barb Fandell and Cathy Cameron discussed the operations, financial condition and cost-efficient options (one being pre-formed foundations instead of custom forming) which would benefit the workers and create cost efficient processes and improve financial status for the fund. The Committee recommends making changes as discussed, moving forward with the ordinance changes as necessary and setting new fees for the new cremains section of the cemetery.

**Moved by Hubbard, second by Andrew to close Fund 209 -Cemetery and incorporate it as a department of Fund 101- General due to accounting rules for reporting of the fund. Motion carried.**

**Moved by Gray, second by Andrew to change over the Pet Cemetery 40 plots to 160 urn burial plots and allow single burials per space. Motion carried.**

**Moved by Hubbard, second by Gray to set the fee for the cremains section plots to \$200.00 per lot and the foundation fee for Veterans markers to \$78.00. Motion carried.**

#### **City Manager's Report**

City Manager Yonker provided a written report which updated Council on the ZFS development, Planning Commission public hearings, DPW Union negotiations, MDOT Road Diet Presentation, Well #7, Well #6, SAW Contract, DDA Board meeting, Woodland Park equipment refurbishing, fire hydrant painting, Gratiot County Airport Authority, community activities, Sharps disposal option, Commission on Aging recycling event, MCACA Grant application workshop, design proposals for sidewalk and Rosewood AFC sewer connection, Anchor Danly MTT, Ithaca RC Raceway and DDA and ZBA Board vacancies.

City Manager Yonker reported that payment had been received from ZFS. He thanked Jim Wheeler and Greater Gratiot Development for his intervention with the issue. Manager Yonker stated he had been in contact with Steve Hubbard from Rowe and Isabella Corporation is ready to continue with the pump installation and construction completion.

Manager Yonker reported the painting on the interior of Well #7 is complete. The DPW crew has been hauling top soil, which ZFS had excess of and offered to the City for no charge, for the grounds surrounding the well house. He added that the hope is for the contractor to complete the well testing next week. Manager Yonker continued to report that the Planning Commission has two public hearings scheduled for its next meeting. One for a variance request for two residential duplexes and other is for the Master Plan. Final adoption of the Master Plan is scheduled for the April 17<sup>th</sup> Council meeting.

Clerk Fandell gave an update on the Consumers Energy claims. The City will be reimbursed about 75% of the gas claim and the Well #6 claim was denied so we filed it with the city's insurer and it will be covered with the \$250 deductible.

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

**New/Old Business**

Clerk-Treasurer Fandell presented the delinquent accounts and requested approval to place the collection ad in the newspaper and approval to place the delinquencies unpaid after April 30<sup>th</sup> on the 2018 Summer Tax Roll.

**Moved by Hubbard, second by Koppleberger to approve the placement of the collection of delinquencies ad in the newspaper and further place any unpaid delinquencies after April 30, 2018 as presented by the City Clerk-Treasurer on the 2018 Summer Tax Roll. Motion carried.**

Manager Yonker reported the Water/Sewer rate agreement draft has been received from ZFS's legal department. Our attorney, Tom Colis, just received it yesterday and hasn't had the opportunity to review it.

Manager Yonker requested consideration to use Caldwell funds to complete the sidewalk on the south side of West Center Street from the Ithaca Motel to the Shell station. He asked for permission to obtain a cost proposal from Rowe PS for that and for aligning Dilts Road; neither are in the Capital Plan. Councilperson Hubbard stated there was definitely interest in the cost as it would provide more safety for pedestrians. Manager Yonker reported that he gave Rosewood some cost estimates but we are at the point that a design is needed and a must get a cost proposal for that as well. Councilperson Gruesbeck inquired if the understanding is that Rosewood would pay for all cost; Manager Yonker confirmed. Consensus of the Council was given to the Manager to obtain the proposals.

Councilperson Baublitz asked for an update on the North Pine River street light replacement. Manager Yonker had no update to report.

Councilperson Hubbard inquired of the house that burned down on North street and blight issue it is creating. Chief Nelson shared that the fire is still under investigation and once released, pending the result, the City would receive a portion of the insurance payoff to keep until the property is brought up to code.

Councilperson Koppleberger set the deadline for City Manager evaluations for Friday, April 6<sup>th</sup>.

**Claims, Accounts and Payroll**

**Moved by Baublitz, second by Gray to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #44661-44688 and Payroll Checks #14799-14825, DD1149-DD1156, EFT #768-773 as listed in the Check Register Book. Motion carried.**

**Public Comment**

Mayor Schafer asked for public comments.

Marla Macha shared concern for trucks and trailers going through the downtown and even observed a city truck driving through today. She asked that signs be lighted with a blinker light or more police patrol on it. Manager Yonker thanked her for the information and would discuss her concerns with the DPW.

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

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

The meeting adjourned at 9:05 pm.

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Barbara Fandell, Clerk-Treasurer

**CITY OF ITHACA  
CITY COUNCIL MEETING  
April 17, 2018  
7:00 PM**

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

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

Audience in attendance was Jim Wheeler, Ron Lane, Rob & Lexi Endter, Nelda Akers, Marla Macha, Glenn Unruh, Kristyn Jerome, Brian Terborg, Bob Garland, Brian Kench, George Bailey, Tracey Cordes and Bernard DeVuyst.

**Moved by Baublitz, second by Andrew to approve the minutes of the regular meeting held April 3, 2018. Motion carried.**

**Public Comment**

Mayor Schafer instructed the audience that the Committee of the Whole met prior to the meeting and discussed the MDOT road diet. The Committee is recommending a modification to the resolution which would allow the road diet for the N. Pine River portion of the business route and not Center Street.

Ron Lane, resident, asked how long N. Pine River had to changed before it would be reevaluated. Mayor Schafer informed him that MDOT stated it would be a 1-year minimum trial.

Marla Macha, resident, stated she spoke with other residents regarding the road diet and they were in support of the Pine River section and not the Center Street section.

Bernard DeVuyst, resident, thanked the Council for leaving Center Street as it is.

**Correspondence**

Mayor Schafer asked to receive any questions or comments from the Council regarding the correspondence included. Councilperson Gruesbeck noted the Planning Commission minutes needed a correction. They show he was present and he was not.

She acknowledged that Nelda Akers, from Gratiot Ag Society was in attendance for any questions regarding their organization. Nelda noted that due to weather, the annual dinner was cancelled and as not yet been rescheduled.

Mayor Schafer noted Resolution PC-2018-01, adopted by the Planning Commission to recommend approval of the Countywide Master Plan.

**Committee Reports**

Mayor Schafer reported the Committee of the Whole met for a work session regarding the MDOT road diet, union negotiations and a resident request to remove fees. The Committee discussed the road diet and the comments received at the since the MDOT presentation. The ultimate goal is safety for the citizens. The Committee is recommending the road diet for the N. Pine River portion of the business route, but not the Center Street portion and the resolution has been adjusted to reflect this change. The Committee is also recommending that MDOT be contacted for more signage on the Exit ramp by the bike pathway. She reported the Committee went into closed session for union negotiation strategy. The Committee reviewed a request from Arnold Dunchock to remove or reduce the blight mowing fees accumulated from not mowing his property. The amount due is \$620.00. Mr. Dunchock proposed a \$400.00 settlement. The Committee recommends rejection of the offer and full fees are due or place on taxes as previously approved.

**Moved by Baublitz, second by Gray to reject of the offer of \$400.00 proposed by Mr. Arnold Dunchock for blight mowing delinquent invoices and the full fees of \$620.00 are due and will be placed on taxes as previously approved if not paid. Motion carried.**

**Department Reports**

Lt. Roy McCollum reported on the January-March quarter activities of the Ithaca Unit. He informed Council that shift bids went out and the current officers will remain on the unit detail. Councilperson Gray inquired when most traffic stops were taking place. Lt. McCollum said during the day shifts, but most tickets are fix-it tickets. He further reported that all of the gas stations are prepay or pay-at-the-pump and since that change, the unit hasn't had any drive offs.

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

Fire Chief Dave Nelson reported on the quarter activity of the Fire and Rescue Departments. The department serviced 126 calls for the first quarter which is up from the prior year. The Department recognized Russell Pierce for 25 years of service to the department. Russell is also the county photographer for the fire service and assists the State Police in this area also. He reported that truck 21 has been stripped and sent in for repair from the accident this past winter. It will be out of service for 4-5 weeks and the neighboring departments have been notified of this. Chief Nelson reported that the Sheridan Fire Department in Montcalm County is interested in the 22-year old Jaws system and he and Manager Yonker recommend giving them to the department as a buyer for them cannot be found. Sheridan's hydraulic system failed on their older equipment and they do not have the funds to purchase a new set.

**Moved by Hubbard, second by Andrew to sell the old Jaws of Life to the Sheridan Fire Department for \$1.00. Motion carried.**

Chief Nelson reported the Director of the 9-1-1 Authority was in an accident and is off on leave. Dan Morden is serving in the interim until the Director returns.

**Moved by Gray, second by Hubbard to receive the Fire Chief's report. Motion carried.**

Clerk-Treasurer Fandell reported on the financial statements for the quarter ending March 31, 2018. The movement of the Agency Funds to Mercantile Bank has accomplished the investment diversity goal as set by policy. Expenditures on the average are in the 75% mark as they should be.

**Moved by Gray, second by Koppleberger to receive the March 31, 2018 financials and place on file for audit. Motion carried.**

#### **City Manager's Report**

City Manager Yonker provided a written report which updated Council on the ZFS development, Planning Commission meeting, DPW Union negotiations, MDOT Road Diet Proposal, Well #7, Well #6, SAW Contract, DDA Board meeting, Fire Department future challenges, disposition of fire equipment, engineering design proposals for Center Street sidewalk and Rosewood sewer connection, webinar participation, COA Recycling event, manager's meeting, Anchor Danly MTT, Chamber, Rotary and community involvement and ZBA Board vacancies.

City Manager Yonker reported the Planning Commission granted variances for the two duplexes to be constructed on the corner of North Street and Catherine. It also discussed the central business district zone for allowing first floor office space and residential space on the second and third floors. He reported that Well #7 tested good from the well house and the line has been flushed so fresh water will be going through the line. This will be tested also. MDEQ has given approval of the well and the last piece is getting the SCADA operational. He noted the Refuse and Recycling flyers that were distributed and would be sent with the quarterly water bills. The Newsletter also has an article addressing the service changes and the Recycle Coach app will be up and running in late Spring.

Manager Yonker asked for direction on the Sidewalk Zone 3 project in regards to going out for bid or working with the current contractor. Director Studt has received inquiries from contractors that would like to bid. The original bid was for Zone 1 with a possible Zone 2 extension, which was done. The DPW is counting the number of ADA plates needed and placing the order. **Council gave direction to the City Manager to bid the project out, using Zone 3 and possible extension for Zone 4.**

Councilperson Gray inquired on the Planning Commission's land use zoning issue. Manager Yonker said a request was received to put in a commercial business on S. Elm Street. Original it was zoned Industrial but changed to Residential R-1 and would require another change. The owner withdrew the request.

Councilperson Baublitz inquired on the notification for hydrant flushing. Manager Yonker said it will be on the Newsletter, on Facebook, the downtown sign and on the website.

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

#### **New/Old Business**

Mayor Schafer stated three letters of interest were received for the DDA Board positions. Those interested are Kristyn Jerome, Rhonda Endter and Diane Godley. Ms. Godley has withdrawn her name due to time constraints and the DDA Board is recommending Ms. Jerome and Mrs. Endter to fill the vacancies.

**Moved by Hubbard, second by Gray to approve Mayor Schafer's appointment of Kristyn Jerome and Rhonda Endter to the Downtown Development Authority Board with a term ending June 30, 2021. Motion carried.**

Manager Yonker presented Resolution 2018-02 for adoption. If approved, it would adopt the Gratiot County county-wide master plan. The Planning Commission has recommended its adoption by Resolution PC-2018-01. Jim Wheeler, Greater Gratiot Development, addressed the Council stating Gratiot is the only county in the State of Michigan to have a county-wide master plan and each local unit is allowed to add their own enhancements to the plan which is specific to them.

**Moved by Gray, second by Hubbard to adopt Resolution 2018-02 Adoption of the Gratiot County-Wide Master Plan. Motion carried by the following roll call vote:**

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

**Nays: (0) None**

**Absent: (0) None**

Mayor Schafer presented Resolution 2018-03 for adoption. If adopted, would support the MDOT road diet proposal as amended by the City Council, for the N. Pine River portion of the US-127 Business route only.

**Moved by Hubbard, second by Gray to adopt Resolution 2018-03 MDOT US-127 Business Route Road Diet Proposal as amended. Motion carried by the following roll call vote:**

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

**Nays: (2) Andrew, Baublitz**

**Absent: (0) None**

Clerk-Treasurer Fandell reported the 2018-2019 Fiscal Year Budget was not ready for introduction due to the delay in the Water/Sewer Rate study and other grant projects. Staff is continuing to work on it and it will be introduced at the May 1, 2018 meeting.

Manager Yonker reported that a conference call was held with Barb, Bob Studt, Attorney Tom Colis and Jim Wheeler regarding the Water/Sewer Use Agreement with ZFS, Ithaca. Attorney Colis is contacting Kurt Brauer with suggestions and Barb and he are contacting Tom Traciak, our financial advisor, to review the document and make recommendations on the policy issues. We currently have a session set up with Michigan Rural Water on 4/24/18 to complete the Water/Sewer rate study. The intent is to complete the agreement as soon as possible. It is important to both parties and sets policy for a long-term commitment. Once the study is complete, it is agreed that a meeting will be planned for all parties to complete the agreement.

Brian Terborg, ZFS, Ithaca, shared that the agreement is close and ZFS shares the same goals. They are anxious to get it done.

Manager Yonker asked for dates for the next union negotiation to be set.

Councilperson Koppleberger said the City Manager evaluations are completed and the Council needs to meet to do the review. Mayor Schafer set the meeting for May 1, 2018 at 6:00pm during the Council work session.

Councilperson Koppleberger requested the park fees for Woodland Park be waived for the church as they are doing all of painting of the playground equipment that day as their community volunteerism.

**Moved by Baublitz, second by Andrew to waive the park fee for church for the work being done on the playground equipment and refund Diane Godley. Motion carried.**

#### **Claims, Accounts and Payroll**

**Moved by Baublitz, second by Gray to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #44689-44736 and Payroll Checks #14826-14839, DD1157-DD1162, EFT #774-777 as listed in the Check Register Book. Motion carried.**

#### **Public Comment**

Mayor Schafer asked for public comments.

Marla Macha asked if there was any progress on the signs for deterring truck traffic in the downtown. Manager Yonker said the DPW is working with the police department on a better solution. Councilperson Hubbard asked about City vehicles. Manager Yonker stated they are allowed if working in the downtown.

Bob Ward, resident, thanked the City Council for leaving Center Street striping as is, but inquired how people will get to the bike pathway. Mayor Schafer responded that the Council is currently looking at a designated side street and additional sidewalks on Center Street.

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

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

The meeting adjourned at 8:43 pm.

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Barbara Fandell, Clerk-Treasurer

**CITY OF ITHACA  
CITY COUNCIL MEETING**

**May 1, 2018  
7:00 PM**

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

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

Audience in attendance was Steve Clark, Michael MacDonald and Bob Garland

**Moved by Koppleberger, second by Gray to approve the minutes of the regular meeting held April 17, 2018. Motion carried.**

**Public Comment**

Mayor Schafer asked for public comments. None were offered.

**Correspondence**

Mayor Schafer asked to receive any questions or comments regarding the correspondence included.

Fire Chief Nelson addressed his Memo to the City Council. He would like to change the officer appointments to a different selection process. He stated he, and the neighboring department chiefs, need flexibility to move officers around to best fit the scene and duties. Officers currently are appointed for four-year terms and remain until the term expires with no option for change. There are items in the SOG's that need adjusted to fit the changes of the department since initially being adopted. For example, a new hire with officer experience can't hold and officer position until they have five years with the department. He asked the Council to allow him the same authority as other department heads, by directing him to the City Manager and not the full City Council for personnel issues. Councilperson Gray asked what the goal was. Chief Nelson responded it is to allow him to select the officers with the City Manager's approval. Councilperson Gray asked City Manager Yonker if he concurred, and he replied yes. Councilperson Hubbard added that the City Council hires the Chief and he is the one that has the direct knowledge to make the best selection for his officers.

**Moved by Gray, second by Hubbard to allow the Fire Chief and City Manager to amend the Standard Operating Guidelines for the officer selection and bring back to the City Council for review and approval. Motion carried.**

Mayor Schafer asked Attorney Arnold for an update on Mr. Dunchock's correspondence. Attorney Arnold stated he could not decipher the handwritten fax but had a conversation with him earlier that day. He advised Mr. Dunchock that he was making a larger deal out of the situation and he only needed to pay the bill as directed by the City Council. He further advised that no ticket had been issued, however the City does have the authority to do so. Mr. Dunchock paid \$400.00 and was reminded that the balance of \$220.00 was still due. Attorney Arnold feels he will submit payment based on the conversation.

**Committee Reports**

Mayor Schafer reported the Committee of the Whole met for a work session to perform the City Manager's annual performance review and heard a presentation from Dave Purchase regarding the future of fire departments and their administrative needs. She stated they learned that with the changing times, the needs of the department's administration have changed also, however the bottom line is to serve your citizens first, and mergers aren't always the best solution.

**City Manager's Report**

City Manager Yonker provided a written report which updated Council on the ZFS development, DPW Union negotiations, MDOT Road Diet, Well #7, Well #6, SAW Contract, Fire Department Future Challenges discussion, Athena Award program, Commission on Aging recycling event, design proposals for the Center Street sidewalk and Rosewood AFC sewer connection by Rowe, new duplex construction on North/Catherine streets, upcoming DDA activities, Anchor Danly MTT, Mid-Michigan Community Pathway Trail fund raising event and Rotary volunteering, Drain 106-1 reconstruction and ZBA Board vacancies.

City Manager Yonker reported that Well #6 was back online and the City will receive a \$2,400 rebate from Consumers Energy for the update in the electrical variable frequency drive. All four wells are in full operation now. He informed members that the newsletter and Granger's notice went out last week with the water bills and the signage and cameras still need to be installed at the brush yard. He further informed the Council that hydrant flushing would commence the next week and be done during the night hours. There will be two staff on duty each night. The Commission on Aging and Padnos had a successful event and have committed to



doing it again next year. They should receive about \$1,000 from the event to help fund the portable wheel chair ramps.

Mayor Schafer thanked Michael MacDonald for the nice article in the Gratiot County Herald.

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

**New/Old Business**

Clerk-Treasurer Fandell presented the 2018-2019 Fiscal Year Budget for introduction and asked for a public hearing to be set.

**Moved by Gray, second by Hubbard to introduce the 2018-2019 Fiscal Year budget. Motion carried.**

**Moved by Hubbard, second by Andrew to set a public hearing to take comment on the 2018-2019 Fiscal Year budget for May 15, 2018 at 7:00pm or as soon thereafter as the agenda allows. Motion carried.**

Manager Yonker presented two engineering proposals for consideration. One for the Rosewood Adult Foster Care Sanitary Sewer Lift Station and the other for the Center Street Sidewalk Construction.

Steve Clark, Rowe Professional Services, reviewed the Rosewood AFC proposal and a small pump station would be their best solution. He discussed the route for the force main with Greater Gratiot Development as they control the lots in the Industrial Park. This project would be similar to the one Rowe did for Palmer's Place and would require a 425 Agreement or Annexation. Rosewood owners would also have to pay for the SCADA system addition. Construction could begin in early fall if approved and the 425 Agreement is completed. Councilperson Gray asked if Rosewood would be responsible for the cost. City Manager Yonker stated they would have to pay 100% of the cost.

**Moved by Kopplesberger, second by Gray to approve the contract proposal with Rowe Professional Services for the Rosewood AFC Sanitary Sewer Lift Station in the amount of \$21,300.00 contingent upon the completion of the 425 Agreement with Newark Township and the owners of Rosewood AFC agreement to prepay the full contract amount. Motion carried.**

Steve Clark reviewed the Center Street Sidewalk proposal. The proposal has added cost due to the topo study that will be needed due to the Rite Aid deceleration lane and the area of the Keg, so that the sidewalk stays within the right of way. There are also barrier free areas that need additional planning. Clerk-Treasurer Fandell reviewed the funding for the project. The engineering contract would come from the remaining TIF funds and the balance from the Economic Development Fund. The actual sidewalk construction could come from the Caldwell fund if approved by the City Council. It was agreed these funds would be used for the construction, but not approved until project estimates are received.

**Moved by Andrew, second by Gray to approve the contract proposal with Rowe Professional Services for the Center Street Sidewalk in the amount of \$21,200 and authorize the use of the remaining DDA TIF funds with the balance taken from the Economic Development Fund and amend the budget as needed. Motion carried.**

Councilperson Gruesbeck received a request from the Senior Activity Board to appoint a replacement on the board due to the resignation of a board member. The Board has suggested Janet Gault.

**Moved by Baublitz, second by Hubbard to approve Janet Gault as a candidate for the Senior Activity Board of Directors. Motion carried.**

City Manager Yonker informed Council that a meeting is tentatively scheduled for 5/11/18 to finalize the ZFS agreement. Internally, staff needs to talk with Tom Traciak regarding the policy side of the agreement. Mike Engel was here from Michigan Rural Water and he and Barb worked on the water/sewer rate study. Barb had the data all in so the budget portion was able to be completed in the morning with the afternoon dedicated to the ZFS effect on the system. Jim Wheeler attended in the afternoon to review the results, and we are very pleased with the study results. We have an excellent tool and were able to demonstrate how the rate study operated and worked so he could help mediate between both parties.

Councilperson Baublitz is taking a new position as the Transportation Director for the City of Alma.

Councilperson Gruesbeck reported the trees in Woodland Park across the trails are damaged from the wind storm and need attention.

**Claims, Accounts and Payroll**

**Moved by Kopplesberger, second by Andrew to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #44737-44757 and Payroll Checks #14840-14869, DD1163-DD1173, EFT #778-783 as listed in the Check Register Book. Motion carried.**



**Public Comment**

Mayor Schafer asked for public comments. None were offered.

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

**Moved by Baublitz, second by Hubbard to adjourn. Motion carried.**

The meeting adjourned at 8:00 pm.

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Barbara Fandell, Clerk-Treasurer

**CITY OF ITHACA  
CITY COUNCIL MEETING  
May 15, 2018  
7:00 PM**

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

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

Audience in attendance was Bob Garland, Jim Wheeler, George Bailey, Heather Seeley and James McKinnie.

**Moved by Koppleberger, second by Gray to approve the minutes of the regular meeting held May 1, 2018. Motion carried.**

**Public Comment**

Mayor Schafer asked for public comments. James McKinnie, new reporter for the Morning Sun, introduced himself.

**Correspondence**

Mayor Schafer asked to receive any questions or comments regarding the correspondence included.

Mayor Schafer commented on the Library minutes, stating the basement floor architects were not offering any solution so the DPW staff will be tearing out the flooring and making the repair.

**Committee Reports**

Councilperson Koppleberger reported the Personnel Committee met for AFSCME Union negotiations. No items for action at this time.

Mayor Schafer reported the Committee of the Whole met for a work session to discuss the City Manager's wages and to review the Water and Sewer annual rate study. Clerk-Treasurer Fandell presented the rate study and the resolution to amend the water and sewer rates is on the agenda under New Business. The committee recommends approval of the rates as listed in the Resolution and to increase the City Manager's wage at the same percentage as the non-union full-time employees.

**Moved by Gray, second by Hubbard to approve a wage increase for the City Manager at the same rate allowed the non-union full-time employees as adopted by the 2018-2019 fiscal year budget.**

**Moved by Gray, second by Hubbard to amend the motion to include the effective date of July 1, 2018. Motion on the amendment carried.**

**Motion Carried.**

**Department Report**

Lt. Roy McCollum provided a written report on the April activity of the Ithaca Unit. The written report included the breakdown of day and night stops as requested. Councilperson Baublitz noted that the night shift runs until 7:00am so it would include some of the morning commuter traffic and they have not been hearing any complaints from people. Councilperson Gray asked for the breakdown and also talked with the Lt. who shared that he the stops are warranted, so Gray is wondering what has changed over the years for the increased numbers. Councilperson Andrew shared there are more drivers, especially coming through town going to the highway and back for work and newer officers doing their jobs. Councilperson Hubbard noted it is a good statistic to watch and rating stops per population seems to be a good guide.

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

**City Manager's Report**

City Manager Yonker provided a written report which updated Council on the ZFS development, DPW Union negotiations, MDOT Road Diet, Well #7, water hydrant flushing, SAW Grant Inspection project, Commission on Aging recycling event, DDA activities, Anchor Danly MTT, car shows coming to Ithaca this summer, Rotary tree planting and ZBA Board vacancies.

City Manager Yonker asked for questions regarding the report.

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

Mayor Schafer inquired about plugged sewers during the inspection. Manager Yonker said they are being unplugged by the DPW crew as they go along. Councilperson Hubbard asked about the water main break. Manager Yonker confirmed and added there was a sewer backup also as a result of the break. **Motion carried.**

**Public Hearing**

**Moved by Hubbard, second by Koppleberger to enter into a Public Hearing to take comment on the 2018-2019 fiscal year budget. Motion carried.**

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

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

- Review of property tax values and taxable/non-taxable category counts. Proposal A cap effect, Headlee Amendment and a millage comparison with neighboring cities.
- Revenue Sharing history and State of Michigan budget in relation to it.
- Fund balance of funds over the past 20 years.
- Fund balance versus unfunded pension liability and the new legislation affecting the UAL.
- Review of expenditures and projects included.

He further discussed the large project of paving the parking lot behind the library and alley. The project has a \$100K cost and the former DIG grants no longer exist and have been replaced by ICE grants which require an increase in infrastructure and not just repair and replacement.

Mayor Schafer added that the budget included the Water-Sewer rate study figures as reported by the Committee of the Whole earlier.

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

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

Mayor Schafer closed the public hearing at 8:05pm.

**New/Old Business**

Clerk-Treasurer Fandell presented Resolution 2018-04 for consideration. If adopted, it would set the 2018-2019 fiscal year millage rates. She explained the millage rates would remain as last year with the exception of the Water/Sewer Debt millage which is lowered from 3.8 mills to 3.0 mills.

**Moved by Andrew, second by Baublitz to adopt Resolution 2018-04 Approving the 2018-2019 fiscal year millage rates. Motion carried by roll call vote:**

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

**Nays: (0) None**

**Absent: (0) None**

Clerk-Treasurer Fandell presented Resolution 2018-05 for consideration. If adopted would name the depositories for the upcoming fiscal year.

**Moved by Hubbard, second by Gray to adopt Resolution 2018-05 Designation of Depositories for the 2018-2019 fiscal year. Motion carried.**

Clerk-Treasurer Fandell presented Resolution 2018-06 for consideration. If adopted would amend the water and sewer rates effective with the July 2018 billing cycle. The rates reflect those as determined by the Water-Sewer rate study that was performed and additional fees outside the study. The resolution also eliminates the automatic cost-of-living increase from the current rate structure.

**Moved by Hubbard, second by Andrew to adopt Resolution 2018-06 Amending the Water and Sewer rates. Motion carried by roll call vote:**

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

**Nays: (0) None**

**Absent: (0) None**

Mayor Schafer stated that a City Councilperson was needed for the Zoning Board of Appeals. Councilperson Hubbard indicated he was interested. Mayor Schafer recommended the appointment.

**Moved by Koppleberger, second by Andrew to appoint Clark Hubbard as the City Council representative on the Zoning Board of Appeals with term ending November 15, 2021. Motion carried.**

Manager Yonker updated the Council on the ZFS Water/Sewer Use Agreement status. Staff will be meeting with our financial advisor and attorney and then at a following date will meet with ZFS to finalize it.

Mayor Schafer set a Committee of the Whole work session for May 22, 2018 at 4:00pm for review of the 2018-2019 budget.

Mayor Schafer asked when sidewalk bids would be going out. Manager Yonker stated soon and it would be a fall construction.

Manager Yonker informed Council that the Community Foundation announced a new pool of funding for cities in the amount of \$50,000 for placemaking projects. The grants will require a 50% match and will be available next spring.

**Claims, Accounts and Payroll**

**Moved by Baublitz, second by Andrew to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #44758-44797 and Payroll Checks #14870-14883, DD1174-DD1179, EFT #784-787 as listed in the Check Register Book. Motion carried.**

**Public Comment**

Mayor Schafer asked for public comments.

Sherry Ryder, IPC, stated the IPC was looking to change the dates of Fun Fest to September 14-15<sup>th</sup> so it will not be in conjunction with Homecoming, but will still fall on a home football game. The IPC is also looking at making one of the days a Veterans Day and having different activities including a fly over. She further asked for help with the parade downtown for the Fair.

Heather Seeley, GAS, informed Council she had dropped off the parade route on Wednesday and in addition, they would like to move the 5K Glow Run through the downtown and not on the racetrack. They will require cones, officers at the corners for safety, fire department to lead the parade, etc. GAS further request that the City plant flowers before the fair and put up new lettering on the barns and do some barn repairs. Mayor Schafer instructed her to meet with the City Manager regarding her requests.

George Bailey, County Commissioner, reported the County has started its budget process and as a result, has made the decision to hire a part-time position to start a procurement system and eventually they will add grant writing to the position making it a three-quarter position. The commission feels it makes sense to have someone control the inventory and purchasing so economies of scale can be utilized. This will also aide in the streamlining of purchasing everything from paper to vehicles.

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

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

The meeting adjourned at 8:30 pm.

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Barbara Fandell, Clerk-Treasurer

**CITY OF ITHACA  
CITY COUNCIL MEETING**

**June 5, 2018**

**7:00 PM**

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

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

Audience in attendance was Michael MacDonald, Tim Palmer, Sherry Walter, Shar and Bill Stahl, Tracey Cordes and James McKinnie.

**Moved by Baublitz, second by Andrew to approve the minutes of the regular meeting held May 15, 2018. Motion carried.**

**Public Comment**

Mayor Schafer asked for public comments.

Tim Palmer, 205 W. Newark, addressed the outside storage situation and pallet production of 216 S. Pine River. He reported the issues on April 16th via email to the City Manager and received a response if not cleaned by 4/30/18, the company would be cited. Mr. Palmer requested an update on Memorial Day as no improvement had been made and no response was received. He stated doing nothing is not an option.

Mayor Schafer informed Mr. Palmer that the City did see some improvement with the burning of the pallets and was getting a Code person soon. Tim expressed that he knows he bought next to a commercial business but asked "What would you do after five weeks of waiting?" Councilperson Andrew asked if contact had been made with the company since the burning of the pallets. Manager Yonker stated he had not, nor has had the time to do it. Councilperson Gray advised contact to be made or the City would lose its credibility. Council directed the City Manager to proceed with the citation process prior to the next meeting.

Sherry Walter, IPC, addressed the Council on the invoice received for the downtown flowers and said the City should pay half of the bill, but received an email stating the City did not share in that bill. City Manager Yonker reminded her of the bid process that was done for the flowers and she and Chamber Director Taryn Blanshan approved based on the IPC budget. Char Stahl commented that they (the FFA) did not get to bid. Manager Yonker shared that the FFA initiated the bid process because they notified IPC that they could not do the project. The flowers have been planted for two months asked Mrs. Stahl why it was an issue now. Mayor Schafer offered that the change in IPC and Chamber leadership, may have lead to some confusion for Ms. Walter regarding the IPC budget which shows it has the budget to cover the cost. Mayor Schafer ended the discussion.

**Correspondence**

Mayor Schafer asked to receive any questions or comments regarding the correspondence included.

Mayor Schafer commented on the GAS minutes and the lack of dates for their Farmer's Day Luncheon and other events. Manager Yonker stated he had met with Heather Seeley regarding a to-do list for the fairgrounds prior to the fair. The DPW will work to complete these tasks.

**Committee Reports**

Mayor Schafer reported the Committee of the Whole met for a work session to review the new fiscal year budget. Funds were added for the parking lot project behind the Library and for MERS unfunded pension liability. The Committee also discussed adding the code enforcement duties and associated ordinance updates to the Fire Chief's position. There are no action items at this time.

**City Manager's Report**

City Manager Yonker provided a written report which updated Council on the ZFS development, DPW Union negotiations, RC Racetrack, economic development collaboration meeting, Wellhead Protection Program, SAW Grant Inspection project, Library basement floor, DDA activities, car shows coming to Ithaca this summer, Streetscape Improvement and ZBA Board vacancies.

City Manager Yonker reported the owners of the Ithaca RC Raceway asked for the City to purchase additional dirt for the track in the amount of \$1,400.00 and the lease agreement was specific in that any additional dressing or dirt would be at their cost. The City did the initial upgrades and investment. After communicating that to them, the management made the decision to cease operations and not renew the lease. Manager Yonker asked for direction on the track in regards to searching for another track manager, closing, opening to the general public, etc. Councilpersons Gray and Hubbard suggested renting it like other areas of the park. Councilperson

Gruesbeck suggested a more in-depth discussion due to the City's investment in the tower. Mayor Schafer moved the topic to the next work session.

Manager Yonker further reported that he was approached by a potential developer to do upper level housing in the downtown and may submit a request for an OPRA district or MEDC Rental Rehabilitation and /or Façade grant. There is a second request for public parking restrictions in the downtown also. Some communities set up permit fees for spaces for the upstairs apartments and some set up spaces that are only available for public parking if all public spaces are filled. He requested moving the discussion to the DDA. General consensus for discussion at the DDA for a recommendation. General consensus was also received to examine OPRA and MEDC grant options for the developer.

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

**Habitat for Humanity**

Ms. L. Quinn Keon, Director of the Clinton/Gratiot Habitat for Humanity and Ms. Dawn Parker, addressed the City Council and presented information on the "rock the Block" campaign they would like to bring to Ithaca. They are working with Dale Sherman who helped with the blocks selection. Homes in the selected area will receive postcards asking for work they would like to be done for repairs, painting, neighborhood privatization and rehabilitation. Habitat will also ask for community volunteers to help with the project. The goal is to help brighten people's lives and make a difference while engaging the community. The dates will be July 13<sup>th</sup> & July 14<sup>th</sup> and asked if the City could help to promote the event. Mayor Schafer obliged the request and asked her to get the information flyer to the City Hall staff.

**New/Old Business**

Clerk-Treasurer Fandell presented Resolution 2018-07 for consideration. If adopted, it would adopt the 2018-2019 fiscal year budget.

**Moved by Andrew, second by Koppleberger to adopt Resolution 2018-07 Adoption of the 2018-2019 fiscal year budget. Motion carried by roll call vote:**

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

**Nays: (0) None**

**Absent: (0) None**

City manager Yonker reviewed the amendments presented to the Fire/Rescue Department Operational Management policies and Standard Operating Procedures as drafted by Fire Chief Nelson and himself.

**Moved by Baublitz, second by Gray to adopt the amendments and updates to the Fire and Rescue Officer Job Descriptions, SOP 701, SOP 702, SOP 703, the elimination of the Department Secretary and Medical on-call Officer positions, SOP 301 and SOP 302.**

**Councilperson Andrew asked if changes and additions to the job descriptions would change who holds the current officer positions. Chief Nelson stated all officers would remain the same for now.**

**Motion carried.**

Councilperson Gruesbeck received a request from the Senior Activity Board for approval to add Mary Humm as a candidate to fill the vacant board seat. Janet Gault was not able to fill the position as previously requested.

**Moved by Gruesbeck, second by Gray to approve Mary Humm as a candidate for appointment to the Senior Activity Board. Motion carried.**

Councilperson Gruesbeck stated he received a citizen request regarding the condition of the cemetery during the Memorial Day Service. They were concerned about the grubs and wanted the City to fix it. Discussion ensued on the grubs throughout the City. Mayor Schafer said it will be discussed at the next work session.

Councilperson Gruesbeck further shared concern regarding the blight homes around town especially the home in the 100 Block of E Newark. The trash around the home is getting deeper and worse. Councilperson Gray supported the issue and stated processes and follow through have got to be done. Council directed the City Manager to start the process on the blight homes as well before the next meeting.

City Manager Yonker presented a request from Bob Garland of ZFS Ithaca, LLC for the contractor to do a change in the route for the access drive leading to the new sanitary pump station. The new route would be safer from a standpoint of elimination multiple track crossings, and easier and safer to maintain. The change would require a change order to the contract with Isabella Corporation and would cost an additional \$9,250. He reported that approval for the additional cost and work has not been received from ZFS officials but would like approval to go forward with the change order once received. Councilperson Koppleberger asked the status of the rate agreement. Manager Yonker said that a meeting was being set up to complete. Councilperson Gray said it has been too long and needs completed or construction may halt. Councilpersons all concurred.

**Claims, Accounts and Payroll**

**Moved by Baublitz, second by Gray to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #44798-44833 and Payroll Checks #14884-14901, DD1180-DD1185, EFT #788-794 as listed in the Check Register Book. Motion carried.**

**Public Comment**

Mayor Schafer asked for public comments. None were offered.

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

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

The meeting adjourned at 8:15 pm.

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Barbara Fandell, Clerk-Treasurer

**CITY OF ITHACA  
CITY COUNCIL MEETING  
June 19, 2018  
7:00 PM**

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

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

Audience in attendance was Rob and Lexi Endter, Daryl Cooper, Madhu Anderson, Pam Koppleberger Stacy Bellgowen, James McKinnie, Steve Clark and Ryan Smith.

**Moved by Koppleberger, second by Baublitz to approve the minutes of the regular meeting held June 5, 2018. Motion carried.**

**Public Comment**

Mayor Schafer asked for public comments.

Ms. Madhu Anderson introduced herself as a candidate running for House of Representatives for the 93<sup>rd</sup> District. She is from Bath Township and reviewed her campaign goals.

Daryl Cooper addressed the Council regarding an email received from the Fire Chief regarding changes to the SOP's and Officer job descriptions as approved by the Council at its June 5, 2018 meeting. He shared that he felt the changes were not fair for those that work out of town and felt he is being replaced or demoted due to participation challenges. Some don't feel appreciated for their dedication to the City. Mayor Schafer thanked Daryl for his comments and concerns.

**Correspondence**

Mayor Schafer asked to receive any questions or comments regarding the correspondence included.

City Manager Yonker noted that the grant for the Community Foundation Great Communities needed a letter of intent by July 1, 2018 if the City was interested. Mayor Schafer inquired if this would be the one best suited for the downtown mural. Manager Yonker stated locally it would be.

**Committee Reports**

Councilperson Koppleberger reported the Personnel Committee met for AFSCME Union negotiations. No items for action at this time.

Mayor Schafer reported the Committee of the Whole met for a work session to discuss the Well #7 fence, the RC racetrack, 2017-18 Budget Amendments and the combining of the Fire Chief and Code Enforcement positions. The Committee recommends approval of the purchase of the six-foot fence from C&M Fence, approval of the 2017-18 Budget Amendments including the additional transfer of cemetery funds, combining the Fire Chief and Code Enforcement positions to make a full-time position, and not pursuing new managers for the RC racetrack, but putting the tower up for sale.

**Moved by Gray, second by Hubbard to approve the purchase of a six-foot fence for around Well #7 from C&M Fence at a cost of \$12,000. Motion carried.**

**Moved by Gruesbeck, second by Gray to cease the RC racetrack operations and place the tower stand up for sale with the condition that the buyer is responsible for moving it. Motion carried.**

**Moved by Baublitz, second by Gray to allow the Treasurer to transfer and additional \$8,000 from the Cemetery Sinking Fund to the Cemetery Operating Fund. Motion carried.**

**Moved by Koppleberger, second by Hubbard to approve the 2017-2018 Budget Amendments as presented by Clerk-Treasurer Fandell. Motion carried by the following roll call vote:**

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

**Nays: (0) None**

**Absent: (0) None**

**Moved by Andrew, second by Baublitz to postpone the decision on the combining of the Fire Chief and Code Enforcement positions to a later date. Motion carried.**



### **Department Report**

Lt. Roy McCollum provided a written report on the May activity of the Ithaca Unit. The written report included the breakdown of day and night stops as requested. Councilperson Gray noted the night officers were very active.

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

### **City Manager's Report**

City Manager Yonker provided a written report which updated Council on the RC racetrack, ZFS development, DPW Union negotiations, library basement floor, wellhead protection program, Woodland Park playground equipment project, Quilt Trail sponsorship, Fire Chief job description, code enforcement efforts, DDA activities, IPC meeting and the possibility of moving the hospitality tent away from the public lot downtown, cemetery grub damage, Center Street crack sealing, car shows coming to Ithaca this summer and Board vacancies.

City Manager Yonker requested action on the request for the sponsorship of the Quilt Trail brochure. Ithaca is a part of the trail and it does draw people through town. The IPC was asked first but declined due to budgetary restraints.

**Moved by Baublitz, second by Andrew to promote the Quilt Trail and authorize the \$200 contribution to the publications. Motion carried.**

Manager Yonker further reported that MDOT issued a release of more State funding for roads and the City will receive an additional \$27,000 to help with road maintenance. He deferred to Steve Clark from Rowe Professional Services for project updates. Mr. Clark reported there was no movement on Rosewood and we are waiting on a commitment from the owners. In order to meet the required deadline imposed by the State, a decision will need to be received by June 30<sup>th</sup>. The Center Street sidewalk bid notices will be in the paper and plan rooms this week with a set of plans available at City Hall and Rowe offices. The bid opening is scheduled for July 10<sup>th</sup> with September construction. Lastly, the ZFS project met back in October regarding the roadway and the change order was sent in May 16<sup>th</sup>. Rowe is waiting on City approval which is contingent on ZFS approval. The contractor has noted that they will pull off site after next week and additional mobilization charges may be added if they do. The ZFS pump station will be started up on July 3<sup>rd</sup>.

Mayor Schafer asked how the approval could be expedited. Manager Yonker said he emailed Brian Terborg on Friday, but could send to the owner, Cliff if needed. Council directed it to be sent to Cliff. Manager Yonker asked what would happen if not approved. Mr. Clark stated it would be built to spec as approved in the original contract.

Manager Yonker shared the IPC was seeking a proposal from the Hardwoods to move the Fun Fest Hospitality Tent from its current downtown location to there. He provided a copy of the Ordinance to them which states, if moved, it will cease being held there permanently. Councilperson Koppleberger asked if the board knew and Manager Yonker confirmed that Marci Browne, Shelly Brown, Shelley Bettencourt and Sherry Walter were all notified.

Councilperson Baublitz asked for an update on the code issues. Manager Yonker stated the burned house had until the end of the month to clean up, the pallet business was given 10 or 14 days to move them inside or removed and then a reinspection will be done. The other locations have had photos taken and will be addressed that week.

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

### **New/Old Business**

Clerk-Treasurer Fandell presented letters of interest for the open board and commission positions.

**Moved by Gray, second by Baublitz to appoint Richard Teal and Dale Sherman to the Planning Commission for terms ending June 30, 2021. Motion carried.**

**Moved by Hubbard, second by Gray to appoint Kim Hodge and Marci Browne to the Downtown Development Authority for a term ending June 30, 2021. Motion carried.**

Clerk Fandell reported this will leave vacancies on the Board of Review, Library Board and Zoning Board of Appeals. She further reported that additional letters of interest were received for the Library Board position and Planning, however neither were qualified according to City Charter requirements.

Clerk Fandell presented the request from Ryan Smith of Gemini Capital Management V LLC with the property owners support for the establishment of an OPRA District. City Manager Yonker explained the potential projects and upper level apartment rehabilitations. Mr. Smith addressed the Council stating he has investors ready to move forward with the projects for nice apartments. They have done several in Alma and want to help revitalize the local communities. He shared that he would also be seeking an ordinance change to provide parking or else tenants would have no where designated to park. Manager Yonker stated the DDA would be

working on this piece. Councilperson Gray shared the burden to the City would be the freezing of the taxes for a period of time up to twelve years. Mr. Smith expressed that they will apply for the full twelve years.

**Moved by Hubbard, second by Gray to set a public hearing for the purpose of establishing an OPRA district for Tuesday, July 3, 2018 at 7:00pm or soon thereafter as the agenda allows. Motion carried.**

Councilperson Gruesbeck received a request from the Senior Activity Board to place Diane Yonker on the ballot for the October election.

**Moved by Gruesbeck, second by Koppleberger to place Diane Yonker as a candidate on the ballot for the Senior Activity Board of Directors for the fall election. Motion carried.**

Councilperson Gruesbeck received a resident request to place signs on Center Street which state Exhaust/Jake Brakes not be used. Manager Yonker stated he was not sure it was an enforceable but would research it. Steve Clark suggested checking with Rosebush or Lake Isabella as they currently have them in place.

Councilperson Andrew stated the Fire Department concerns shared by Mr. Cooper needed to be looked at because it also concerns citizen safety.

Manager Yonker updated the Council on the ZFS Water/Sewer Use Agreement status. He, Barb and Jim Wheeler will be meeting with ZFS to finalize it but has not been scheduled yet.

**Claims, Accounts and Payroll**

**Moved by Gray, second by Andrew to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #44834-44882, Grant Fund Check #1194 and Payroll Checks #14902-14916, DD1186-DD1191, EFT #795-798 as listed in the Check Register Book. Motion carried.**

**Public Comment**

Mayor Schafer asked for public comments. None were offered.

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

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

The meeting adjourned at 8:08 pm.

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Barbara Fandell, Clerk-Treasurer

**CITY OF ITHACA  
CITY COUNCIL MEETING  
July 3, 2018  
7:00 PM**

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

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

Audience in attendance was Michael MacDonald, Ryan Smith, Rob Endter, Phil Rondy, Lexi Endter, Mary Bowen, Brian Terborg, Pamela Koppleberger and Charlie Teegardin.

**Moved by Koppleberger, second by Baublitz to approve the minutes of the regular meeting held June 19, 2018. Motion carried.**

**Public Comment**

Mayor Schafer asked for public comments. None were offered.

**Correspondence**

Mayor Schafer asked to receive any questions or comments regarding the correspondence included.

Mayor Schafer commented on the Library Board minutes and noted that the Board will be making a recommendation for the vacancy after it meets in August.

**Committee Reports**

Councilperson Koppleberger reported the Personnel Committee met for AFSCME Union negotiations and a tentative agreement was reached and was included in the packet for approval. He asked to address any questions on the tentative agreement and said if approved, would be placed into the full contract. City Manager Yonker added that Union Representative Mike Neitzel confirmed the acceptance of the agreement but was not sure that they had ratified it or not.

**Moved by Koppleberger, second by Gray to approve the tentative agreement reached on June 27, 2018 with the AFSCME Union. Motion carried.**

Mayor Schafer reported the Committee of the Whole met regarding the Cable Consortium membership, Fire Chief/Code Enforcement position and met with the Fire Officers regarding the recent changes to the SOP's and payroll. The Committee discussed the Consortium fee versus the utilization of the services and changes to legislation that had changed the scope of the consortium. It recommends leaving the consortium. The Committee further met with the Fire Officers on the recent policy changes. The discussion included the qualifications required for officers and how communication has changed from the business meeting of past to more electronic communications of today. The Department will move toward blending the two and meet with the Council again to keep the communication open. The Committee finally reviewed the combining of the two part-time positions of Fire Chief and Code Officer to create a full-time position to offer to David Nelson.

**Moved by Hubbard, second by Andrew to leave the membership of the Mid-Michigan Area Cable Consortium. City Manager Yonker informed members that the letter to leave had to be sent prior to July 1<sup>st</sup>, so it was sent and could be rescinded if needed. Motion carried.**

Clerk-Treasurer Fandell clarified that membership will remain for an additional six months and terminate effective January 1, 2019.

**Moved by Koppleberger, second by Andrew to postpone creating the full-time position of Fire Chief/Code Enforcement Officer until after the Committee of Whole could meet again. Motion carried.**

**Public Hearing – OPRA**

Mayor Schafer noted it was time for the public hearing. **Moved by Hubbard, second by Gray to enter a public hearing to take comment on the establishment of an OPRA District #4. Motion carried.**

The public hearing was opened at 7:14pm.

Councilperson Koppleberger abstained from all conversation and voting regarding this issue due to conflict of interest.

City Manager Yonker gave a review of the three properties and statement of obsolescence for each as provided by the Assessor Hunter. He reviewed the process for the OPRA projects and explained adoption of the resolution would establish OPRA District #4 and place those properties in it, allowing the ability to apply for State grants and property tax abatements.

Councilperson Gray inquired if the parking spaces have been compiled or planned out. Manager Yonker said it has been given to the DDA to start working on the ordinance and making some spaces available for the residents of the new apartments. He added that it is not part of the district package, but of the package as a whole.

The properties to be included are 105/107 E. Center Street, 115 E. Center Street and 146 E. Center Street.

Mayor Schafer asked for additional comments. None were offered.

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

The public hearing was closed at 7:20pm.

**Moved by Gray, second by Hubbard to adopt Resolution 2018-08 to Establish an Obsolete Property Rehabilitation Act (OPRA) District #4. Motion carried by Roll Call vote:**

**Ayes: (6) Andrew, Baublitz, Gray, Gruesbeck, Hubbard, Schafer**

**Nays: (0) None**

**Abstain: (1) Koppleberger**

**Absent: (0) None**

**City Manager's Report**

City Manager Yonker provided a written report which updated Council on the ZFS development, DPW Union negotiations, Rosewood AFC sewer request, OPRA District request, Center Street Sidewalk project, IPC meeting and Fun Fest Hospitality Tent relocation, Council Committee of the Whole recap, Museum log cabin open house, MML Liability Insurance renewal, MERS Actuarial Report, Planning Commission agenda items, Rural Urban Day, Lead & Copper rule changes, recycling programs, Rotary Presidency, US Supreme Court decision on the ability of states to collect sales tax on internet purchases and ZBA Board vacancies.

City Manager Yonker reported the Letter of Intent was sent to the Gratiot Community Foundation for the GREAT grant for the local community's project. An application will need to be filed, and the Council would need to approve due to the 50% match. The discussion for the project is a champion mural downtown. He further reported that Director Studt was out with the contractor most of the day starting the pump station at ZFS and testing the pumps. There was one issue with the flow meter and the large wet well being full and it has not been determined where the water came from. It was not storm water, but possibly construction water that may have been disposed of. The pumps are working and some of the wiring got corroded because of the higher water level in the wet well. The SCADA is the last piece to be installed.

Mayor Schafer noted that the owners of Rosewood hired Wolverine Engineering to redo their own private system so they could remain in the Township.

Clerk-Treasurer Fandell commented on the IPC meeting and has set up one with the Chamber President, Director and IPC officers to see what can be done get operations back on track and help with the figuring out the best plan for the Fun Fest hospitality tent.

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

**New/Old Business**

Clerk-Treasurer Fandell presented the MML Workers' Comp Fund Board of Trustees Election ballot.

**Moved by Baublitz, second by Hubbard to cast the votes for Christine Burns, Todd Campbell and Lee Kilbourn. Motion carried.**

Councilperson Gruesbeck received a request from the Senior Activity Board for approval to add Glenda Konecny as a candidate to the fall nominating slate.

**Moved by Koppkeberger, second by Gray to approve Glenda Konecny as a candidate for appointment to the Senior Activity Board. Motion carried.**

Councilperson Baublitz asked to be excused from the July 17, 2019 meeting as he will be out of State.

**Moved by Gray, second by Hubbard to excuse Councilperson Baublitz from the July 17, 2018 meeting. Motion carried.**

Mayor Schafer reminded members of the Habitat for Humanity "Rock the Block" event on July 13<sup>th</sup> and 14<sup>th</sup>.

Mayor Schafer set a Committee of the Whole meeting for Monday, July 9, 2018 at 7:00pm.

City Manager Yonker updated Council on the ZFS meeting the prior week and status of the agreement. A new draft agreement was received late that afternoon. The intent was to take out the rate schedule and add in the rate determination process and treat more like a development agreement. The next meeting is scheduled for July 11, 2018. Brian Terborg of ZFS Ithaca, LLC added that in the big picture we are good. There are three main issues going into the meeting, one being the language issues and how to deal with future rate calculations and also understanding what increase could be for budgetary purposes. Hoping that the next meeting will complete the agreement and do everything we both want it to do. Mayor Schafer asked about the drive issue. Mr. Terborg stated he was not directly involved but had talked with Bob Garland and they feel neither the City nor ZFS should have to pay anything for the drive, but the contractor should replace it at his cost. ZFS allowed them to utilize the drive due to the limited space within the easement. They tried to work with them to help them and also with water storage and aggregate, so the extra charge for the gravel drive after all of that seems unreasonable and also being made into a larger issue than what it should be. The drive doesn't need to be there as there is other access. City Manager Yonker shared his discussion with Steve Clark from Rowe and the original plans have a crossing over the rail lines. Everyone feel another access would be safer. Rowe's opinion is if the intent was to replace the original drive, then it should have been in the plans. Mr. Terborg stated the drive should have been placed back into its original condition after the contractor was finished. He suggested another attempt be made to discuss with Isabella Corp and if there is no change then leave it as is.

Mayor Schafer inquired as to the status of the soccer leases and Zone 3 Sidewalk project. Manager Yonker will begin working on the soccer leases now that Rosewood is done and Director Studt needs to complete the assessment of the sidewalk flags and then it can go out for bid.

**Claims, Accounts and Payroll**

**Moved by Baublitz, second by Andrew to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #44883-44915 and Payroll Checks #14917-14943, DD1192-DD1200, EFT #801-807 as listed in the Check Register Book. Motion carried.**

**Public Comment**

Mayor Schafer asked for public comments.

Rob Endter informed Council that the County Seat Coffee House was officially open for business. It is located in the former My Sister's Closet location.

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

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

The meeting adjourned at 8:14 pm.

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Barbara Fandell, Clerk-Treasurer

**CITY OF ITHACA  
CITY COUNCIL MEETING  
July 17, 2018  
7:00 PM**

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

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

Absent was Councilperson Brett Baublitz (excused).

Audience in attendance was Brian Terborg, Jim Wheeler, Bob Garland, Rob & Lexi Endter, Heather Seeley, Steve Clark, Nethla Mills, Marvin Harkness, and Nelda Akers.

**Moved by Andrew, second by Koppleberger to approve the minutes of the regular meeting held July 3, 2018. Motion carried.**

**Public Comment**

Mayor Schafer asked for public comments.

Ms. Nethla Mills, 615 S. Jeffery, addressed the Council regarding the lack of action for the clean up to the backyard of 607 S. Jeffery. She stated she had been working on getting it cleaned up since March with no resolution and provided photos of the property's blight. She was informed a letter would be sent and she would receive a copy did not and the property is now attracting skunks. Manager Yonker said a letter has been drafted but was waiting for the Code position to be filled so it, along with five other properties could be addressed. Ms. Mills asked for a time it would be done and Mayor Schafer responded that the City Manager said he would get to it yet this week. Ms. Mills offered access through her property if needed.

Marvin Harkness, 608 E. South, addressed the Council stating he had a similar issue with tall grass at 610 E. South Street. The house is vacant and he has reported it multiple times and it is drawing critters to the property and he doesn't like it.

Jim Wheeler, Greater Gratiot Development Inc, presented and distributed a brochure on the four County proposals that are on the August 7, 2018 ballot. He reviewed the proposals and explained that the AG/Economic Development proposal is not a new millage, but they could not use the renewal terminology due to the verbiage of PA88 and changing the term from a 4-year millage to a 5-year millage. Dave Nelson added that the fees for the 9-1-1 proposal will also apply to prepaid phones if passed.

**Committee Reports**

Mayor Schafer reported the Committee of the Whole met to discuss the Code Enforcement position and combining it with the part-time Fire Chief position to make one full time position. The position would be filled by the current Chief Dave Nelson and the Code duties will be added to the Fire Chief's job description. The position would have a salary of \$50,000, \$1800 car allowance and same benefits, except entry vacation time, as other non-union employees. The car allowance will replace the current mileage reimbursement being received. The Committee recommends this change.

**Moved by Hubbard, second by Gray to approve combining the part-time Code Officer position duties with the part-time Fire Chief position to create a full-time position with an annual salary of \$50,000, \$1800 vehicle allowance, benefits the same as other non-union employees with the exception of vacation which will start with the 12-year scale. Motion carried. Dave Nelson was present and accepted the additional duties/position.**

Mayor Schafer reported the Committee of the Whole met at its work session and discussed the 2018-2019 fiscal year wages for the non-union employees. The committee reviewed the holidays and wages of all non-union personnel and recommends a 4% increase for the 18-19 fiscal year, except for the newly created Code/Fire Chief position, seasonal and library personnel, who's wages were set by the Library Board. The committee further recommends the addition of New Years Eve Day as a paid holiday for full-time non-union employees. The Committee also reviewed a lease agreement through Pro Comm Inc for pagers over the next 60 months in lieu of purchasing new. The committee recommends the lease for cost savings and the maintaining newer equipment during the term. Mayor Schafer reported the Committee also discussed designating parking spaces in the downtown due to new upper level apartments being constructed. There is more research that needs to be done and contact made with the business owners regarding potential ideas for overnight parking. City Manager Yonker will continue to work on it and bring back for further discussion. Lastly, the Committee discussed the two Fire officers that do not have the MFR certification which is required under the new SOGs to hold an officer position. The committee recommends a three-year extension be given to the Assistant Fire Chief and Captain to obtain this certification.

Moved by Gray, second by Koppleberger to increase the non-union employee's wages, except for the Code Officer/Fire Chief, seasonal and Library personnel, by 4% and add New Year's Eve Day as a paid holiday for all full-time non-union employees effective for the 2018-2019 Fiscal Year. Motion carried.

Moved by Hubbard, second by Gray to approve the lease agreement with Pro Comm Inc for pagers at a cost of \$600.00 per quarter for sixty months. Motion carried.

Moved by Andrew, second by Koppleberger to allow an additional three-years, ending 6/30/2021, for Assistant Fire Chief Randall Ester and Captain Martin Lott to obtain the MFR certification required to hold the officer positions or if not obtained, resign the position. Motion carried.

#### Department Report

Lt. Roy McCollum provided a written report on the June activity of the Ithaca Unit and presented a review of the quarterly statistics and traffic stops. He informed the Council that Aaron Cavner is the new Ithaca Unit officer replacing Logan Bussell and Cole Swan is now on nights. Joshua Sewell is the other officer assigned. Councilperson Gray asked about the gas drive offs and business inspections. Lt. McCollum said the B&B is the only station without pre-pay and that is where those are generated from and the business inspections are door checks, light inspections and resident home checks.

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

Fire Chief Dave Nelson reported on the quarter activity for the Fire and Rescue Departments. The departments have 447 calls for the fiscal year and continues to be on track with historical numbers. Councilperson Gray asked if he had to turn down any burning permits due to the weather. Chief Nelson stated no, but the County has not been under a burning ban and locals do not control that. He explained the local departments watch and limit the agricultural permit burns under the conditions and most people understand the reasoning and that they are still responsible if the burn get out of control.

Councilperson Koppleberger asked for an update on the North Street house that burned. Chief Nelson said it is still under investigation. Manager Yonker added that the grass had been mowed and they are in the process of removing the blight from around the house.

Moved by Hubbard, second by Andrew to receive the Fire Chief's report. Motion carried.

#### City Manager's Report

City Manager Yonker provided a written report which updated Council on the ZFS development, DPW Union negotiations, downtown building renovations, Center Street sidewalk bid opening, DPW cold storage building and Sewer Vactor truck damage, planning commission meeting, County Airport Authority meeting, community events, lead copper rules for drinking water, Woodland Park improvements, ethics reminder for public managers and elections and Board vacancies.

City Manager Yonker reported that calendar invitations were sent for upcoming ribbon cuttings for The County Seat Coffeehouse and the Historical Society. He reported he received a call from the MDNR Wildlife management division to request having a deer check station in Ithaca during the hunting season. The request stems from increased numbers of diseased deer in Montcalm County the past few years. The MDNR would like a section of McNabb Park (Brandall Barn) for this purpose. Our horse boarder has given notice and will be out by the end of August. The MDNR will need electricity and water and will provide their own dumpster as all waste and blood has to be contained. Councilperson Hubbard shared concern that there may be a smell or disturbance to the home owners right behind that barn and other locations should be considered if possible.

Manager Yonker further reported that he, Director Studt and Rick Wymer participated in a webinar on the Lead Copper rules being brought forth by the MDEQ. We have received the 400+ page book and implementation procedures/rules. The MML will be helping communities by putting on seminars. Under the new rules, our responsibility is from the main to the house. Unless the City gets a pardon from the State to go from our shutoff valve to the main. The do not want partial line replacements. There are multiple deadlines for these rules and court cases are in the working due to the unfunded mandate for these rules. There are a multitude of questions on how we will pay for it.

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

#### New/Old Business

Steve Clark, Rowe Professional Services, presented the results of the Center Street Sidewalk project bids. He stated four bids were received, two above the engineer's estimate and two below. There is one contentious area in front of The Keg Party store and Bob Studt has talked with them and they agree with the project plans. Two easements will be required from the property in front of Ric's Food Center where the old Video Store was located; currently the Wideman/Litwiller property. Rowe recommends acceptance of the bid be awarded to Crawford Contracting, Inc in the amount of \$106,546.50 based on their bid and past experience.

Moved by Hubbard, second by Gray to award the Center Street Sidewalk project bid to Crawford Contracting, Inc. in the amount of \$106,546.50 and authorize the use of the Caldwell Fund for funding the project. Motion carried.



Manager Yonker asked Steve Clark to speak to the ZFS Sanitary Sewer and Water Main project Change Order #1. Mr. Clark said the order was verbally approved by the City Manager and was for the larger manhole and enlarged concrete pad at the lift station. There was a Consumer Energy pole that could not be deenergized so the contractor had to directional drill that section to avoid a cave in. The savings on the directional drilling actually offset the other solution but required the larger manhole; the cost for this change was \$4,800. The concrete pad was originally specked for the control panel size, but it did not include the SCADA control panel, as the dimensions for that was not given at the time the plans were drawn, so \$200 increase was for that accommodation.

**Moved by Gray, second by Koppleberger to approve Change Order #1 for the ZFS Sanitary Sewer and Water Main project in the amount of \$5,000.00. Motion carried.**

City Manager Yonker reported that a conference call was held on the ZFS Water/Sewer agreement and a new draft was received that day around noon. A follow up call will be held the next day at 3:00pm and we are hoping to have the final draft for the next Council meeting. Brian Terborg, ZFS Ithaca, shared that we think a solution was found that appeases everyone.

Councilperson Gray asked about the ordinance codification. Clerk Fandell shared that one more quote was to be received and that project will begin after the August election.

Clerk-Treasurer Fandell reported that she met with the Chamber President, Interim Director and IPC President Sherry Walter regarding the IPC and its relationship with the City. There was a good review done on the procedures and processes and discussion on the immediate need to fill the vacant officer positions, report regularly to the Chamber, organize meetings and having proper membership attendance and input at the meetings and finalizing Fun Fest. She felt the meeting and shared information was helpful to all and the IPC will be filling the officer positions at its next board meeting in August. She shared that she offered to attend and further help the IPC on behalf of the City if requested.

Councilperson Koppleberger asked when the next meeting with the Fire staff would be. Mayor Schafer offered that Chief Nelson should work with Clerk Fandell to select the date and make arrangements, trying for the fourth Tuesday of the month. Chief Nelson said fall would be the best time as many staff are busy with summer activities.

City Manager Yonker received the MAC3-TV Board agenda and the City's withdrawal letter was on the agenda.

Clerk-Treasurer Fandell informed the Council that she would be attending the Association of Public Treasurers of the United States & Canada's conference in Memphis the next week. There is no cost to the City except for her time out of the office. The Michigan Municipal Treasurers Association sends its President so that we have representation at the national level and pays the travel cost. The conference extends a free registration to each State Affiliate's President also. The education points will be used toward maintaining the certifications required by the City.

#### **Claims, Accounts and Payroll**

**Moved by Andrew, second by Gray to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #44916-44963 and Payroll Checks #14944-14958, DD1201-DD1206, EFT #808-811 as listed in the Check Register Book. Motion carried.**

#### **Correspondence**

Mayor Schafer asked to receive any questions or comments regarding the correspondence included.

Clerk-Treasurer Fandell noted the MML Convention "Save the Date" was included and asked that they review the agenda so registrations can be done after the next meeting.

#### **Public Comment**

Mayor Schafer asked for public comments.

Nelda Akers stated she had brought in the G.A.S minutes but did not see them on the agenda. Clerk Fandell stated they were received at the end of the week but placed in the next meeting packet.

Bob Garland of ZFS Ithaca, LLC shared that there was an onsite injury and commended the Ithaca Fire/Rescue response team. They were fast and provided excellent care. He also shared that the site experienced a considerable theft and the police were excellent in their response and are continuing to work to solve and recover the stolen equipment. He offered gratitude and thanks to both departments for their excellence.

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

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

The meeting adjourned at 8:07 pm.

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Barbara Fandell, Clerk-Treasurer

City Council Minutes

**CITY OF ITHACA  
CITY COUNCIL MEETING  
August 7, 2018  
7:00 PM**

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

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

Absent was Councilperson Clark Hubbard and Attorney Jefferson Arnold.

Audience in attendance was Bob Garland, Rob & Lexi Endter, Matt Vernon, Ryan Mills and Nelda Akers.

**Moved by Koppleberger, second by Baublitz to approve the minutes of the regular meeting held July 17, 2018. Motion carried.**

**Moved by Gray, second by Andrew to excuse Councilperson Hubbard who is out of town on business. Motion carried.**

**Public Comment**

Mayor Schafer asked for public comments.

Matt Vernon, 796 Serenity Drive, addressed the Council regarding the deeded easement portion in the front of his property which is becoming an issue between he and his neighbor. Mr. Vernon would like to purchase the easement property because if the cul-de-sac was developed it would be twelve feet from his front porch and the land as it sits does not have any city utilities. City Manager Yonker said he spoke with the attorney and the City needs the easement across all of the parcels in the event a parcel would be sold but Mr. Vernon owns them all. Attorney Arnold is acquiring deeds from the property owners and this must be completed before the City can do anything. Currently, some delivery drivers will not go down the drive because they can not turn around. Mr. Vernon said he put in a turn around for them to use but it has been abused so he is putting on concrete to stop its use.

Ryan Mills, the Four7, addressed the Council on holding an event during the Fun Fest which will require a street closure and City permission. The IPC is moving the entertainment tent to The Hardwoods and he would like to help the IPC utilize the corner lot so that they do not lose the permission to use it by removing the entire event. He asked that the street and parking lot be blocked off to hold the event which will be kid-friendly during the day. In the evening another entertainment tent will be held on the lot and will use his liquor license and liability insurance. He will hire security guards and will be safe. He has been communicating with the Hardwoods and they have agreed to shuttle people back and forth.

**Moved by Baublitz, second by Gray to approve the street closure of S. Pine River from Center Street to Newark for the entertainment venue in conjunction with Fun Fest on September 15, 2018. Motion carried.**

**Committee Reports**

Mayor Schafer asked for Committee reports. There were none to report.

**City Manager's Report**

City Manager Yonker provided a written report which updated Council on the ZFS development, DPW Union contract, downtown building renovations and Redevelopment Ready Community Program, Center Street sidewalk project, GAS Lease review, refuse & recycling contract, community events and new businesses, webinar participation and the US-27 Motor tour.

City Manager Yonker reported that he attended a MDOT preconstruction meeting on US127BR project. The project, from Barber to Polk Road, received bids and awarded one that was 2% higher than the engineer's estimate. Part of the project will include the restriping of N. Pine River as discussed earlier in the year. The project will begin on August 13<sup>th</sup> and target end date is November 14<sup>th</sup>. The restriping will happen in late October. He reported they discussed other projects and the Bagley Road cul-de-sac will be constructed in 2020.

Manager Yonker further reported that the DPW crew has been cleaning up the RC track and the old well house. Well #5 had the pump pulled as part of the well maintenance contract and this week it will be cleaned which will result in an increase in production. He reported the City Hall staff is working to get ready for the US-27 Motor Tour. Councilperson Gray inquired on the status of the parking ordinance. Manager Yonker said he was thinking on the best meeting time to hold it and will probably hold it in the morning hours.

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

City Council Minutes

**New/Old Business**

City Manager Yonker presented Resolution 2018-09 which, if approved, would authorize the City's participation in the MEDC Redevelopment Ready Communities (RRC) program. This is part of the upper level development in the downtown and MEDC would like the City's participation before issuing grants and/or loans to developers. Councilperson Gray inquired on the amount of additional work that would be placed on staff. Manager Yonker stated most would be his time and that of the Planning Commission. He added that the program gets the City ready to welcome and accept new businesses.

**Moved by Gray, second by Koppleberger to adopt Resolution 2018-09 Authorizing City Participation in the MEDC Redevelopment Ready Communities Program. Motion carried by Roll Call vote:**

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

**Nays: (0) None**

**Absent: (1) Hubbard**

**Abstain: (0) None**

Mayor Schafer requested approval for the appointment of Rob Endter to the board of Review and Zoning Board of Appeals and the appointment of Lexi Endter to the Library Board.

**Moved by Koppleberger, second by Baublitz to appoint Rob Endter to the Zoning Board of Appeals for a term ending June 30, 2021 and to the Board of Review for a term ending June 30, 2021. Motion carried.**

**Moved by Andrew, second by Gray to appoint Lexi Endter to the Library Board for a term ending June 30, 2023. Motion carried.**

Clerk-Treasurer Fandell requested the Council appoint delegates to the MERS annual meeting and the MML annual convention. The employees will be voting on the MERS employee delegates on August 12<sup>th</sup>.

**Moved by Gray, second by Koppleberger to appoint Barb Fandell as the MERS Officer Delegate and Chris Yonker as the MERS Officer Alternate for the 2018 MERS Annual Meeting. Motion carried.**

**Moved by Koppleberger, second by Baublitz to appoint Clark Hubbard as the Delegate for and Chris Yonker as the Alternate Delegate for the MML Annual Meeting. Motion carried.**

City Manager Yonker reported the ZFS Agreement would be presented to the Council for approval at the August 21<sup>st</sup> meeting and ask that it be reviewed during the work session prior.

Manager Yonker shared that the Downtown Overnight Parking Ordinance was discussed earlier in the meeting.

Councilperson Baublitz inquired on the N. Pine River street light replacement. Manager Yonker asked for permission to put a new pole in this location and not replace the pole on the corner of N. Pine River and Center Street. There were no objections.

Manager Yonker informed the Council that he received a quote to hardwire the downtown speaker system and the DPW crew can do the work. The wire, conduit and zone mixer control installed for \$1,892.00. The crew can have it installed before the US-27 Motor Tour.

**Moved by Baublitz, second by Gray to approved \$1,892.00 for the downtown speaker system hard wiring and amend the General Fund budget for the additional expense. Motion carried.**

**Claims, Accounts and Payroll**

**Moved by Andrew, second by Gray to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #44964-45008 and Payroll Checks #14991-145005, DD1218-DD1223, EFT #819-823 as listed in the Check Register Book. Motion carried.**

**Correspondence**

Mayor Schafer asked to receive any questions or comments regarding the correspondence included.

City Manager Yonker stated her met with Heather Seeley regarding the GAS lease and future fair dates. GAS would like a multi-year lease agreement if the Council chooses to do a new lease. Heather said the fair numbers were up and provided good and bad things about this year's event. Manager Yonker stated he was working on the draft of new lease and would get it to GAS to review the first of the week. Nelda Akers said the board would like a five-year lease so it could be eligible for a grant.

**Public Comment**

Mayor Schafer asked for public comments. None were offered.

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

**Moved by Baublitz, second by Andrew to adjourn. Motion carried.**

The meeting adjourned at 7:50 pm.

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Barbara Fandell, Clerk-Treasurer

**CITY OF ITHACA  
CITY COUNCIL MEETING  
August 21, 2018  
7:00 PM**

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

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

Audience in attendance was Rob and Lexi Endter, Steve Clark, Jim Wheeler, Bob Garland, Cliff Meeuwssen, Mike MacDonald and Shelly Brown.

**Moved by Koppleberger, second by Baublitz to approve the minutes of the regular meeting held August 7, 2018. Motion carried.**

**Public Comment**

Mayor Schafer asked for public comments. None were offered.

**Committee Reports**

Mayor Schafer reported the Committee of the Whole met to review the Central Business District Zoning Ordinance Amendment and the final draft of the Water/Sewer Use Agreement between the City and ZFS Ithaca, LLC. Attorney Thomas Colis reviewed the agreement with the Council in detail and all questions were satisfied. The committee is recommending its approval. City Manager Yonker reviewed the proposed ordinance amendments and the committee recommends its introduction.

**Moved by Gray, second by Andrew to approve the Water/Sewer Use Agreement ZFS Ithaca, LLC and the City of Ithaca and authorize the Mayor and City Clerk to sign. Motion carried.**

Mr. Meeuwssen thanked the City Council for approving the agreement and stated the company looks forward to many years of working together. Mayor Schafer acknowledged and confirmed that all agreements approved by the City Council would now be executed and signed by ZFS.

Mayor Schafer reported the Library Board met, however she was not able to attend. Lexi Endter newly appointed to the Library Board, was in the audience and reported that the Director is getting quotes for a new electronic sign.

Clerk-Treasurer Fandell reported on the Gratiot Area Chamber of Commerce meeting. The Board has created a new committee, on which she will serve, to draft bylaws or guidelines for the local arms of the Chamber. The goal is to help transitioning volunteers and board members with clear direction of goals and processes. She further reported applications for the new Chamber Director are under review by the search committee and candidates are being narrowed down for interviews. The starting timeline for a new director is October 1, 2018. She lastly reported that Sherry Walters has resigned as the President of IPC and Lexi Endter has been asked to fill that role, she is to let the Chamber President know by next week.

**Department Report**

Lt. Roy McCollum provided a written report on the July activity of the Ithaca Unit. The written report included the breakdown of day and night stops as requested

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

**City Manager's Report**

City Manager Yonker provided a written report which updated Council on the Center Street sidewalk project, ZFS development, N. Pine River MDOT project, downtown building renovations, Gratiot Quilt Trail brochures, GAS lease, Refuse/Recycling contract, planning commission meeting agenda items, Trinity Services expansion, Chamber/IPC events, US-27 Motor Tour, Sewer Vactor Truck, park and building cleanup/demos.

Manager Yonker further reported on the ribbon cutting at Los Hermanos' restaurant went well. He thanked those who attended. He reported Jim Wheeler and GGDI sent the letters out for the certified industrial parks. Mr. Wheeler spoke to this and stated the South Park is in great shape and the North Park has a few minor issues to address. The certification is important to the City because many companies looking to relocate or startup will only look at locations that are certified. The highway issue is still a big item for the city and the Dairy landed in St. Johns because of the access for the highway. He added that the State has not yet completed the creation for the Agricultural Industrial park as far as one becoming certified.

Manager Yonker reported the US-27 Motor Tour would be coming into town on Thursday and the route should be cleared of construction. He shared the billboard vinyl is complete and installation is targeted for Wednesday, weather permitting. The rains may make the access to muddy for the equipment. He reported the downtown sound system hard wiring was complete and some speakers needed additional repair. The speakers are now on zones. The additional work and repair time cost was \$682.00 which needs authorized as other bills for project materials that was not originally approved.

**Moved by Baublitz, second by Gray to approve up to an additional \$1,000.00 for the speaker system repair and hard wiring. Motion carried.**

Manager Yonker updated the Council on the Sidewalk Millage projects. This year Zone 3 was supposed to be completed, however an error was made and the DPW crew marked the flags in Zone 4. The City is not obligated to a specific zone; however, the newsletter informed the residents we were doing Zone 3. There becomes a liability issue because Zone 4 has been marked. Based on the circumstance, he is requesting approval to proceed with bidding Zone 4 and complete it this year.

**Moved by Baublitz, second by Andrew to do Zone 4 of the sidewalk millage project for this fiscal year. Motion carried.**

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

#### **New/Old Business**

Mayor Schafer informed the Council that Councilperson Gruesbeck has asked to be removed from the 9-1-1 Authority Board. According to the Bylaws, the City must appoint someone to the seat. Councilperson Baublitz shared his interest in serving.

**Moved by Gray, second by Hubbard to appoint Brett Baublitz to the 9-1-1 Authority Board of Directors. Motion carried.**

Steve Clark, Rowe Professional Services, was asked to speak to the proposal for the city's five-year Parks and Recreation Plan update. Mr. Clark reviewed the proposal, timeline and discussed the optional survey cost. Rowe did the last survey; however, staff could do that and provide the results for the plan. The intent of the plan is to provide eligibility for MDNR grants related to non-motorized path improvements and additional park projects.

**Moved by Andrew, second by Gray to approve the proposal from Rowe Professional Services for the MDNR Five-Year Park and Recreation Plan Update at a cost of \$6,500.00 and authorize the City Manager to sign. Motion carried.**

Clerk-Treasurer Fandell presented information for the computer equipment purchase and installation for the City Hall File Server and new GIS Server and Exchange option for the daily operations of the City Hall. The budget has \$6,000 approved toward the equipment; however, the labor is additional to our contract with IT Right due to the project scope and migration from the existing server. This work is outside the "normal" activity of the current contract, the vendor has discounted the labor rate. Councilperson Hubbard inquired on the RAID 1 versus a RAID 5 in relation to the backup system in place and asked what the GIS server entailed. Steve Clark from Rowe explained the GIS requirements as they relate to the SAW grant and water/sewer layers. 2TB will handle all of the layers. Clerk-Treasurer Fandell will inquire on the RAID question and approve the quote as appropriate to the answer.

**Moved by Gray, second by Baublitz to approve the File/GIS Server and Exchange quote from IT Right in the amount of \$9,730.80 for the equipment purchase and labor and amend the budget as required. Motion carried.**

City Manager Yonker presented Chapter 40 Zoning, Article 12 C-1 Central Business District ordinance amendments for introduction. The amendments will do some clean up and amend for parking and amend regulations for the district.

**Moved by Gray, second by Hubbard to introduce Ordinance amendments for Chapter 40 Zoning, Article 12 C-1 Central Business District. Motion carried.**

City Manager Yonker presented a request from the IPC for the Fun Fest Event and Road Closures for the event for approval. Shelley Brown reviewed the request with the Council and thanked the City for its sponsorship in running the golf outing.

**Moved by Baublitz, second by Koppleberger to order the street closures as presented for the Fun Fest and approve the event for September 15, 2018 from 8:00am to 4:00pm. Motion carried.**

**Claims, Accounts and Payroll**

**Moved by Gray, second by Andrew to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell except for the Color of Sound Invoice and recommended to Committee for payment: Accounts Payable Checks #45009-45057 except #45017 and Payroll Checks #15006-15022, DD1224-DD1229, EFT #824828 as listed in the Check Register Book. Motion carried.**

**Correspondence**

Mayor Schafer noted the MAC-TV letter and informed Council that the Historical Society had contacted them about covering its open house and were denied because the City was no longer a member. She shared her disappointment in the letter received. Councilperson Hubbard stated we are still a member through December 31<sup>st</sup> and asked that they be reminded of that. Council directed the City Manager to contact Carey Hammel regarding the consortium's obligation through the end of the year.

Clerk-Treasurer Fandell commented on the notices received from the Drain Commissioner and will be attending the meeting to find out the City's cost. Initial discussions with the office show an amount of \$113.38 for this year if paid prior to the billing of the assessment.

**Public Comment**

Mayor Schafer asked for public comments.

Steve Clark updated the Council on the Center Street sidewalk project and that concrete pouring should begin as early as the next Monday.

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

**Moved by Andrew, second by Baublitz to adjourn. Motion carried.**

The meeting adjourned at 8:07 pm.

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Barbara Fandell, Clerk-Treasurer

**CITY OF ITHACA  
CITY COUNCIL MEETING  
September 4, 2018  
7:00 PM**

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

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

Absent was Councilperson Clark Hubbard.

Audience in attendance was Rob & Lexi Endter, Heather Seeley, Nelda Akers and Carrie Jolliff.

**Moved by Gray, second by Koppleberger to approve the minutes of the regular meeting held August 21, 2018. Motion carried.**

**Public Comment**

Mayor Schafer asked for public comments. None were offered.

**Committee Reports**

Mayor Schafer reported the Committee of the Whole met to review the lease agreement and members of G.A.S. were present; Heather Seeley, Nelda Akers and Carrie Jolliff. The committee made changes to the lease agreement items 5 and 16. The committee is not recommending its approval until the changes are made and the GAS Board of Directors approves the agreement as modified. She reported the Committee also reviewed the PFAS findings from the testing performed by the MDEQ at the old dump site behind the animal shelter. It reviewed the action plan for the City, MDEQ and the Mid-Michigan Health Department. The City's wells have also been tested by the MMHD as our initial testing did not go down to the trillionth reading. The results are due in three to four weeks.

**City Manager's Report**

City Manager Yonker provided a written report which updated Council on the ZFS development, Pine River MDOT project, meeting schedules, code enforcement, downtown building renovations, US 127 billboard, DPW building repair, Center Street sidewalk project, GAS Lease, refuse & recycling contract, community events and the US-27 Motor tour.

City Manager Yonker reported the Center Street sidewalk project was pouring the concrete and W. Washington Road was being paved also. The paving should be completed today and the contractor is the same one doing the Pine River MDOT project and is scheduled to begin once finished with the Washington Rd project.

He further reported that he met with the Sherriff and Jim Wheeler regarding complaints received from residents on the noise from J-brakes on the trucks from the ZFS and other construction projects. The State of Michigan does not allow us to prohibit the use of the brakes on the trunkline because it is a safety feature on the vehicle. The City could adopt a local noise ordinance to address but there is no mechanism in place to enforce it. An attempt to reach out to the contractors and major subcontractors could be done to ask them to stop or discourage the use. Long term, we can put up signs to stop it, but not on the business route. We could also enlist the help of the Michigan State Police to monitor the area. He asked for direction from the Council. Members discussed and general consensus was not in favor of an ordinance that is not enforceable and since complaints are minimal, directed the Manager to reach out to the contractors to see if that will solve the issue.

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

City Manager Yonker stated he received a request from the IPC to use the Community Center for the Fun Fest Craft Show which in previous years was reserved in the event of inclement weather. The IPC would like the fee waived. Councilperson Koppleberger stated they charge the vendors to participate and therefore should be charged the fee. The Council was reminded that it set a policy that all users of the Center pay the fee with exceptions for the Red Cross and direct functions/trainings of the City. General consent to maintain the policy and charge the IPC the fee for the all-day resident rate for Saturday, September 15, 2018.

**New/Old Business**

City Clerk-Treasurer Fandell presented Resolution 2018-10 approving compliance with PA152 of 2011. She explained that the City falls below the hard cap so it is complying and must annually pass the resolution for its status with the Act.

**Moved by Andrew, second by Gray to adopt Resolution 2018-10 Compliance with PA152 of 2011 as Amended. Motion carried by Roll Call vote:**

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

City Council Minutes



**Nays: (0) None**  
**Absent: (1) Hubbard**  
**Abstain: (0) None**

Clerk-Treasurer Fandell presented the 2019 annual meeting schedules for the City Council, Planning Commission and Downtown Development Authority. The Planning Commission and DDA will meet prior to year-end, thus having opportunity to change the schedule and return to Council for additional approval if needed. The January meetings are off the normal schedule due to the first Tuesday of the month being a holiday (1/1), however there are five Tuesdays in that month so all will only shift one week.

**Moved by Baublitz, second by Andrew to approve the annual meeting schedules as presented for the City Council, Planning Commission and Downtown Development Authority. Motion carried.**

City Manager Yonker presented Ordinance Amendment 2018-01 for adoption. He stated the ordinance was introduced and discussed at the last meeting. There have been no comments or changes to the document from that which was introduced. If approved, it will become effective September 25, 2108.

**Moved by Gray, second by Baublitz to adopt Ordinance Amendment 2018-01 Chapter 40 Zoning, Article 12 C-1 Central Business District. Motion carried by Roll Call vote:**

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

City Manager Yonker informed the Council that he intends to work on the downtown parking ordinance after the Fun Fest.

#### **Claims, Accounts and Payroll**

**Moved by Andrew, second by Gray to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #45059-45085 and Payroll Checks #15023-15037, DD1230-DD1235, EFT #829-833 as listed in the Check Register Book. Motion carried.**

#### **Correspondence**

Mayor Schafer asked to receive any questions or comments regarding the correspondence included in the packet at listed. None were offered.

- Library Board Minutes

#### **Public Comment**

Mayor Schafer asked for public comments. None were offered.

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

Councilperson Andrew said he received an inquiry from a resident about the parking lot condition between the Beacon & Bridge station and J&J Party Store and if anything can be done about it. Manager Yonker shared it is privately owned by Beacon & Bridge and it is unknown why they did not replace it when the rest of the lot was repaired. It could be they are not allowed to because of the vapor issue, but he will check if it is a DEQ issue and if not, then he will talk with the owner.

Councilperson Baublitz addressed the Council as the City of Alma Transportation Director and would like it to consider bringing the transit service to Ithaca. The previous director attempted to bring the service to Ithaca but it ceased when the County backed out of the contract. He is not sure exactly how it would be set up, but there would be a buy in cost to the City for the service.

Councilperson Koppleberger inquired if the Vanderbeek home was now paying for water since settling the land purchase for the well. Manager Yonker confirmed they were. He additionally asked if the Zone 4 sidewalks were being rechecked and if bids were received as the timeframe to get the project done is getting short. Manger Yonker confirmed they were being rechecked and said there was one more bid to be received and should be ready for presentation at the next Council meeting.

**Moved by Baublitz, second by Koppleberger to adjourn. Motion carried.**

The meeting adjourned at 7:32 pm.

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Barbara Fandell, Clerk-Treasurer

City Council Minutes

**CITY OF ITHACA  
CITY COUNCIL MEETING  
September 18, 2018  
7:00 PM**

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

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

Audience in attendance was Rob and Lexi Endter, Sarah & Jeffery Smith and Mike MacDonald.

**Moved by Baublitz, second by Andrew to approve the minutes of the regular meeting held September 4, 2018. Motion carried.**

**Public Comment**

Mayor Schafer asked for public comments. None were offered.

**Committee Reports**

Councilperson Andrew reported the Parks & Cemetery met to review the Five-Year Park and Recreation plan with Rowe. The committee set the criteria for developing the next plan and discussed updates to the current plan and future projects for incorporation. The plan must be submitted to the MDNR by February 1, 2019, so it will require Council's approval in December. The Committee discussed survey questions. Chris and Barb will draft them and submit for final approval before sending out the survey to the public.

Mayor Schafer reported the Committee of the Whole met to discuss the Park and Recreation Five-Year plan, the Perk Up the Park forfeited funds and the procedure to move forward with the downtown parking ordinance. The committee discussed the plan for facilities, services and park equipment. The largest need is a restroom near the soccer fields. The committee discussed the condition of the historical barn, horse track and posse arena use. The committee discussed the use of the Perk Up the Park funds when they become available in October. The committee further discussed documentation of employee error and discipline. And lastly, the clean-up of the side of police and community center buildings as they need sprucing.

**Moved by Gray, second by Baublitz to use the forfeited funds, approximately \$800.00 from the ICAA Agreement for renovation of the Woodland Park pavilion and other projects as funding permits. Motion carried.**

**Department Report**

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

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

**City Manager's Report**

City Manager Yonker provided a written report which updated Council on the Center Street sidewalk project, ZFS development, N. Pine River MDOT project, downtown building renovations, West city landfill contamination, school superintendent resignation, Parks & Cemetery committee meeting, GAS lease, County parks millage meeting, DDA meeting, Code enforcement, Chamber/IPC events, Old US-27 Motor Tour, log cabin video, DPW building repair, MML conference and Alma College football game/Rotary fundraiser.

Manager Yonker reported the second bid for the DPW barn repair was just received and will be sent to the insurance company adjuster for review and contractor selection and approval. He also received the final walk through documents on the Center Street Sidewalk project and a change order with the final pay application will be on the next meeting agenda. He reported the Fun Fest was a success with a lot of people in town enjoying the events. The entertainment venue, sponsored by Four 7 Food & Spirits, was very successful and a special thank you goes to Ryan Mills, Lexi Endter and Shelley Brown for stepping up in the IPC and organizing a successful festival. The new basketball event was a nice addition. Ms. Endter thanked the City Council and staff for all of the help they gave and for closing the streets. Councilperson Baublitz added the speaker system sounded really good.

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

**New/Old Business**

Clerk-Treasurer Fandell presented the ballot for the MML Liability and Property Pool Board of Directors election. There are two candidates for two positions and both are incumbents.

**Moved by Gray, second by Hubbard to cast the ballot for the slate of candidates as presented by the MML Liability and Property Pool nominating committee. Motion carried.**

Councilperson Gruesbeck was asked to submit Ken Federspiel for the Senior Activity Board ballot.

**Moved by Gruesbeck, second by Baublitz to add Ken Federspiel to the nominating ballot for the Senior Activity Board. Motion carried.**

Mayor Schafer added the Senior Board did some cement and stone work at the Senior Center and Will DeVuyst brought it in with the help of the DPW. They paid for the materials and it looks very nice.

Mayor Schafer presented the GAS lease agreement for consideration. The changes as requested by the Council were incorporated and the GAS Board of Directors have approved the agreement with the changes.

**Moved by Andrew, second by Clark to approve the property lease agreement for the McNabb Park Fairgrounds between the Gratiot Agricultural Society, Inc and the City of Ithaca. Motion carried.**

Manager Yonker updated Council on setting the meeting with the downtown merchants for the overnight parking ordinance. Many prefer a lunchtime meeting and he will also provide something in writing to all merchants with an opportunity to comment if unable to attend.

Councilperson Gray asked for an update on the street light installation. Clerk Fandell reported that DPW Director Studt was working with Town & Country on that issue.

Councilperson Koppleberger asked for an update on the sidewalk flags for repair. Manager Yonker reported they are still waiting on the second quote. Councilperson Koppleberger asked about an accurate quote if the flags are off. Manager Yonker said they will bid without the quantity and can bring those that may be missed to the City's attention while the work is in progress.

Mayor Schafer stated she received another request from the gentlemen who would like to dig at the dump site on Dilts Road. They received an answer of no due to liability, but would like reconsideration and are willing to sign a waiver to do so. The City would get 25% of the proceeds for items found. Manager Yonker stated the MDEQ needs to approve and sign off before the City can even consider allowing it, and that is for the City's protection. Mayor Schafer noted they were allowed to before, and Councilperson Gruesbeck shared that it should be checked out thoroughly because things are not the same as in the past with the PFAS and other issues of today.

#### **Claims, Accounts and Payroll**

**Moved by Gray, second by Baublitz to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #45087-45131 and Payroll Checks #15038-15051, DD1236-DD1241, EFT #834-837 as listed in the Check Register Book. Motion carried.**

#### **Correspondence**

Mayor Schafer asked for comments on correspondence.

- Board & Commission Minutes: Planning Commission, Gratiot Chamber of Commerce

#### **Public Comment**

Mayor Schafer asked for public comments. None were offered.

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

**Moved by Andrew, second by Gray to adjourn. Motion carried.**

The meeting adjourned at 7:45 pm.

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Barbara Fandell, Clerk-Treasurer

**CITY OF ITHACA  
CITY COUNCIL MEETING  
October 2, 2018  
7:00 PM**

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

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

Audience in attendance was Rob & Lexi Endter, Jim Wheeler, Kasey Zehner, George Bailey, Beth Birgy, Micah Kemler, Tina Fussman, George Clark and Steve Clark.

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

**Public Comment**

Mayor Schafer asked for public comments. None were offered.

**Committee Reports**

There were no committee reports.

**Department Reports**

Clerk-Treasurer Fandell presented the pre-audit June 2018 Financial Statements for review and receipt. The books will be audited with final statements being resubmitted for approval once the audit is complete.

**Moved by Gray, second by Hubbard to receive the June 2018 financial statements and place on file for audit. Motion carried.**

**City Manager's Report**

City Manager Yonker provided a written report which updated Council on the ZFS development, Pine River MDOT project, redevelopment ready community program, West City landfill contamination, interim school superintendent, Parks & Recreation Master Plan, county parks millage discussion, code enforcement, MML and MERS conferences, downtown building renovations, DPW building repair, Center Street sidewalk project, Zone 4 Sidewalk project, GAS Lease and community events.

City Manager Yonker reported the Chamber of Commerce would be hosting a candidate forum on October 10<sup>th</sup> at the RESD at 7:00pm to meet those running for State House Districts 70 and 93 and State Senate District 33. He reported there would be an open house for the downtown apartments at 212 E Superior in Alma on October 17<sup>th</sup> hosted by Ryan Smith of Gemini Capital V, LLC. The apartments will be similar to Ithaca's project. He further reported the repair work to the DPW barn would be starting and JT Construction is the contractor performing the work.

Manager Yonker updated the Council on the MDEQ water sampling of the landfill and wells. Once received, we will work with the Health Department for a course of action. He further informed them the City had received a bronze level award from the MML for its Michigan Green Communications program. He informed Council that David Hoeh from MDOT said the N. Pine River project should start soon now that the Heavy Equipment Operators Union is going to mediation. Finally, the request from Rosewood for water services has been rescinded and they are going ahead with their private system as planned.

Mayor Schafer asked for status update on the GAS lease. Clerk Fandell stated the GAS members had not been in to sign and she would contact them again.

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

**New/Old Business**

Mayor Schafer asked Steve Clark from Rowe Professional Services, to discuss the Center Street Sidewalk Project Change Order request. Mr. Clark stated the construction and walk-through were complete. The punch list was completed last Friday and was within 1% of the original bid. The Change Order reflects estimated quantities to actual.

**Moved by Hubbard, second by Gray to approve Change Order #1 on the Center Street Sidewalk project as requested by Crawford Contracting, Inc in the increased amount of \$1,599.20. Motion carried.**

Mayor Schafer asked Mr. Hubbard to continue with the Change Order request for the ZFS Sanitary Sewer and Water Main project. Mr. Clark explained that the utility amount allowed for the SCADA system was a quote direct from the supplier and was given to Rowe when the bid specs were compiled so that all bidders had the exact cost for the independent system. The cost for that system came in lower than the original quote and thus

the Change Order must be processed to meet the contract. The project is complete and the City Manager has been given all of the executed hard copies of documents, warranties and as-builts.

**Moved by Baublitz, second by Hubbard to approve Change Order #2 on the ZFS Sanitary Sewer and Water Main project as requested by The Isabella Corporation in the reduction amount of \$12.93. Motion carried.**

City Manager Yonker reviewed the Zone 4 Sidewalk project. Director Studt and Brandon Smith reviewed the Zone and added some additional flags for replacement. This will increase the work from 6965 SQ FT to 8158 SQ FT for 4" sidewalk and from 650 SQ FT to 674 SQ FT for 6" sidewalk. Two bids were received. Seifert Concrete and WD Roberts. Both contractors have good references and staff recommends going with the low bid by Seifert Concrete.

**Moved by Gray, second by Hubbard to award the bid for Zone 4 Sidewalk project to Seifert Concrete at a cost of \$4.49 per SQ FT for 4" Sidewalk and \$5.00 per SQ FT for 6" Sidewalk for a total estimated project cost of \$39,999.42. Motion carried.**

Mayor Schafer asked for a Code enforcement update. Manager Yonker said that Attorney Arnold was currently doing some research on some policy questions and that Dave Nelson will give his quarterly report at the next meeting, but overall a lot of progress has been made.

Manager Yonker stated he had not yet set the date for the downtown parking ordinance meeting, but was planning to hold it on October 16<sup>th</sup> at noon.

**Mayor Schafer set a Committee of Whole for review of the Parks & Recreation plan for November 1, 2018 at 4:30pm.**

Mayor Schafer asked if any offers had been received for the RC Tower. Manager Yonker has not received any. She further requested the two soccer group lease agreements be completed as soon as possible. Manager Yonker will prepare them.

#### **Claims, Accounts and Payroll**

**Moved by Baublitz, second by Andrew to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #45132-45156 and Payroll Checks #15052-15075, DD1242-DD1250, EFT #838-843 as listed in the Check Register Book. Motion carried.**

#### **Correspondence**

Mayor Schafer asked to receive any questions or comments regarding the correspondence included in the packet at listed. None were offered.

#### **Public Comment**

Mayor Schafer asked for public comments.

Micah Kemler, CKW Property Management LLC, addressed the Council regarding a high-water bill at his rental home located at 905 E. Arcada. The July billing was \$914.91. The property owners asked for a meeting with the City Manager regarding the bill and was granted one with DPW Director Studt, Clerk-Treasurer Fandell and Deputy Clerk Cathy Cameron. The result of the meeting was an offer to reduce the bill by 25%, however the water usage cannot be determined and there are no leaks in the home or crawl space. Mr. Kemler requested the full sewer portion of the bill be credited in the amount of \$450.00. He also asks that the Council change from a quarterly billing system to a monthly billing system so large bills like this can be detected earlier by the City. Manager Yonker added that Mr. Kemler failed to mention that the DPW staff did find an issue with one of the toilets and that was more than likely the source for the usage and that the staff offered more than 25% reduction. Mayor Schafer referred the matter to the Committee of the Whole work session on October 16<sup>th</sup> and shared with Mr. Kemler that the policy the Council has followed is no credit is granted unless it can be proven that the water did not go into the system.

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

Clerk Fandell stated a request was received from Diane Godley of Community Strong, to close the downtown streets for the Halloween Trunk-N-Treat. City Manager Yonker said the staff has discussed it and recommends closing and using the Farmers Market lot for the event. This would keep all parking open downtown for the event and for patronizing the businesses that are open. Director Studt would like to close W. Center Street from Maple to Pine River so that truck traffic does not enter during the event.

**Moved by Hubbard, second by Andrew to allow Community Strong to host the Trunk-n-Treat event and closed the Farmer's Market parking lot and W. Center Street from Maple to N. Pine River on October 31, 2018 from 4:00pm to 8:00pm. Motion carried.**

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

The meeting adjourned at 7:50 pm.

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Barbara Fandell, Clerk-Treasurer

City Council Minutes

**CITY OF ITHACA  
CITY COUNCIL MEETING  
October 16, 2018  
7:00 PM**

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

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

Audience in attendance was Rob and Lexi Endter, George Bailey, Micah Kemler, Brian Adkins, George Clarke, Tracey Cordes and Mike MacDonald.

**Moved by Koppleberger, second by Baublitz to approve the minutes of the regular meeting held October 2, 2018. Motion carried.**

**Public Comment**

Mayor Schafer asked for public comments.

Arnold Dunchock, 1138 E. Center Street, addressed the Council on the notice received for the blight grass. He contacted Code Officer Nelson and provided a GIS photo from the prior year with a section of the property marked off that he didn't have to mow. Mr. Dunchock was questioning the current letter received regarding mowing that section of the property. He is working to find a contractor to mow it because his contractor does not have the equipment to do the job. He asked for additional time to mow and would like clarification as to how frequent that section of the property needs to be mowed. Mr. Dunchock added that every two weeks would be very expensive so would like if three times a season would be acceptable.

**Committee Reports**

Mayor Schafer reported the Committee of the Whole met to review the water bill relief request from Micah Kemler of CKW Property Management. The Committee discussed the staff's handling of the issue and the offer made to them for some relief on the billing. The committee supports and commends the staff's response and original offer made by them. No additional relief is recommended.

**Moved by Gray, second by Hubbard to concur with the staff's decision to offer a sewer credit in the amount of one-half of the sewer charge for 905 E Arcada Street and to allow additional time for payment without penalty. Motion carried.**

**Department Report**

Lt. Roy McCollum reported on the September quarter ending activity of the Ithaca Unit. He noted the difference in calls between the day and night shifts. The day shift takes more complaints and the night shift does more traffic stops with the majority being fix-it tickets. Councilperson Gray commented that the school children like Officer Stoltz. Lt. McCollum agreed.

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

Chief Nelson provided a written report on the quarter activity for the Fire Department. He further reported that we did not receive the FEMA grant for the air packs, but will rewrite in hopes of being awarded it in the next round. The new grant will require Council approval for the 5% match in order to be submitted.

**Moved by Andrew, second by Gray to support the writing of the FEMA Assistance to Firefighting grant for air pack equipment in the amount of \$156,120 and approve a local match of up to 5%. Motion carried.**

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

Code Enforcement Officer Dave Nelson provided a written report and reported on the activity since holding the position. Of the 61 complaints, 54% are rental, foreclosed or abandoned properties; which is common. Officer Nelson reported that a lot of work has been done in creating the process and creating a proper paper trail for the complaints. Shelly Moffit has been assisting in this area and feel they are getting a good system in place for next year.

City Manager Yonker asked for policy direction for the large undeveloped properties that lie within the City, such as Mr. Dunchock's property, the Seaver Street property owned by the church and the farms on the edges of the city. Officer Nelson added that the properties do not fit the norm for the ordinance compliance. George

Bailey asked to speak and was granted. Mr. Bailey spoke from historical experience when he managed the plant in the industrial park. They mowed three times per year and that was acceptable to the park code. In his opinion, three times a year would be sufficient for these properties. They had success when they cut as the weeds came into bloom in the spring, then in August and again in early fall. Councilperson Hubbard asked if a “mowing policy” could be created or if more needed to be done with a change to the ordinance.

City Council discussed and came to a consensus to have Mr. Dunchock mow the lawn once this fall and Officer Nelson is to develop a policy over the winter and bring back for review and approval before the Spring season.

Councilperson Koppleberger inquired on the status of the burned home. Chief Nelson said he and Attorney Arnold are still working on it. Clerk Fandell shared that the City has received the insurance hold-back funds. Chief Nelson added that as long as the bank is involved with the case, we can’t touch the property.

**Moved by Baublitz, second by Hubbard to receive the Code Officer’s report. Motion carried.**

#### **City Manager’s Report**

City Manager Yonker provided a written report which updated Council on the ZFS development, N. Pine River MDOT project, downtown building renovations, West city landfill contamination, Parks & Recreation Master Plan, leaf pickup, hydrant flushing, City Hall server install, County parks millage meeting, code enforcement, Chamber/IPC events, DPW building repair, Ithaca and Alma College football and Rotary fundraiser.

Manager Yonker reported the US-127BR project has started. He still has not received a revised schedule from MDOT, but the drain work has begun. The PFAs test on the twelve wells around the old landfill all came back as non-detect which is good news. The MDEQ and the Health Department are still working on the surface water and we are still waiting for the test results for the City’s wells. Manager Yonker further reported that the Redevelopment Ready Community award allows for the Gemini Management to apply for the grant funds for the upper level downtown apartments. He further reported that Well 6 was scheduled to be cleaned and updated per the well contract, the soccer fields have been seeded and are starting to germinate, leaf pickup would begin on October 22<sup>nd</sup> and the Zone 4 sidewalk work was to begin later that week. Manager Yonker distributed a letter from the Michigan Municipal Treasurers Association announcing Clerk-Treasurer Fandell’s position on the Board as the Immediate Past President. He shared that he had heard from other treasurers around the state that she did a great job as President and is well respected in the Association.

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

#### **New/Old Business**

Mayor Schafer recommended the continued appointment of Barbara Fandell to the Gratiot Area Chamber of Commerce Board of Directors.

**Moved by Hubbard, second by Koppleberger to appoint Clerk-Treasurer Fandell as the City of Ithaca representative to the Gratiot Area Chamber of Commerce Board of Directors. Motion carried.**

Clerk-Treasurer Fandell requested direction for retaining auditing services. The current contract expires with the 2017-2018 Fiscal Year Audit. The last full Request for Proposals was done in 2011. Options are to do a full RFP or obtain a quote for a current contract extension. Council discussed the options.

**Moved by Gruesbeck, second by Baublitz to direct the Treasurer to send a full Request for Proposal for Auditing Services for a three-year contract with optional two-year extension. Motion carried.**

City Manager Yonker reported the meeting for the Downtown overnight parking ordinance would be held on Monday, October 29, 2018 at noon.

#### **Claims, Accounts and Payroll**

**Moved by Baublitz, second by Gray to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #45157-45194 and Payroll Checks #15076-15088, DD1251-DD1256, EFT #844-847 as listed in the Check Register Book. Motion carried.**

#### **Correspondence**

Mayor Schafer noted the received correspondence.

- Charter Communications letter on rates
- 2018 Parks & Recreation Survey
- MEDC Memo on Redevelopment Ready Community status.

#### **Public Comment**

Mayor Schafer asked for public comments.

Micah Kemler, 905 E Arcada Street property owner asked what the decision was for the water bill relief request. Mayor Schafer shared that the Committee recommended concurrence with the City staff’s offer as it felt the employees handled it correctly and made a fair decision. Mr. Kemler inquired on the change from

quarterly billing to monthly billing. Mayor Schafer stated there would be no changes being made at this time as they must do what is best for the entire community; however, the Council will take it under advisement for evaluation at a later date. She noted there was substantial cost involved with changing to a more frequent billing system.

Ms. Lexi Endter addressed the Council on behalf of the IPC. She distributed a Christmas parade flyer and at the request of the IPC Christmas committee, invited the City Council to participate in the parade and decorate a float or city vehicle. The event will be held Friday, December 7<sup>th</sup> with Santa receiving children in the Community Center.

Clerk Fandell informed the Council that she was working with Linda Vandeweghe to find students for the council representative positions.

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

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

The meeting adjourned at 7:50 pm.

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Barbara Fandell, Clerk-Treasurer



**CITY OF ITHACA  
CITY COUNCIL MEETING  
November 6, 2018  
7:00 PM**

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

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

Audience in attendance was Rob & Lexi Endter, Kaitlyn Fairchild, Morgan Cooley, Allison Aplin, Dallas Conn and Alli Derby.

Mayor Schafer asked Dallas Conn and Alli Derby to introduce themselves and give a short biography. Dallas and Alli will be our student representatives for the remainder of the school year.

**Moved by Andrew, second by Gray to approve the minutes of the regular meeting held October 16, 2018. Motion carried.**

**Public Comment**

Mayor Schafer asked for public comments.

The students from Mrs. Vandeweghe's class introduced themselves. Mayor Schafer welcomed them.

**Committee Reports**

Mayor Schafer reported the Committee of the Whole met to review a personnel issue and no action is required. She further reported that the Committee met to review the Parks & Recreation Five-Year Plan draft, the surveys, and provided updates to be incorporated for the final public draft. The Committee recommend approving the draft with changes and placing on file for the 30-day public comment period.

**Moved by Hubbard, second by Gray to approve the Park & Recreation Five-Year Plan draft as revised and place on file for the 30-day public comment period.** Manager Yonker stated the revised draft was received from Rowe and all changes are confirmed and incorporated in the draft. **Motion carried.**

**Moved by Koppleberger, second by Hubbard to set a Public Hearing to take comments on the park & Recreation Five-year Plan for December 18, 2018 at 7:00pm or as soon thereafter as the agenda allows. Motion carried.**

**City Manager's Report**

City Manager Yonker provided a written report which updated Council on the ZFS development, Pine River MDOT project, railroad crossing repaving, water hydrant flushing, asphalt paving, fire station tree, soccer field renovation, MDNR deer check station, West City landfill contamination, new home construction, downtown building renovations, DPW building repair, Zone 4 Sidewalk project, Rotary and community events.

City Manager Yonker reported on fall wrap up projects. Sidewalks are all tore up and being prepped for replacement in Zone 4, the deer check station in McNabb Park set up by the DNR is a voluntary station to check for chronic wasting disease. Montcalm County has a large amount showing the disease, so they are trying to track how far it is traveling. The photos in the report are the building renovations in Alma and similar to the projects that will be done in Ithaca's downtown. All of the units in Alma have been rented, which fills the downtown and provides revenue for the business owners. This is a good sign for economic growth.

Manager Yonker further reported that the results on the PFAs testing all tested non-detect. The City's well samples are still not in. He reported he met with the MML Liability & Property Pool risk management representative. The City will have a savings to Workers Comp premiums next year but in the liability side there are three areas to concentrate on. They are seatbelts being worn by employees, distracted drivers (employees) and sexual harassment policy updates. The City will need to update its cell phone use policy so there is no question as to appropriate use by employees. The Fire Hall inspection passed with no issues.

Councilperson Koppleberger asked about fire hydrant flushing during the day. Manager Yonker said the crew would like to but now the leaves are all down so they have to wait until they are picked up or the drains will become plugged. They also have to be conscious of icing the roads, so they will evaluate and proceed accordingly.

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

**New/Old Business**

Mayor Schafer presented the 2019 Poverty Exemption Application and Guidelines for adoption. The request came from City Assessor Edie Hunter and is an annual requirement to set the poverty limits.

**Moved by Gray, second by Hubbard to adopt the 2019 Poverty Exemption Application, income limits and Guidelines as presented by the City Assessor. Motion carried.**

City Manager Yonker presented the Memorandum of Understanding (MOU) between the MEDC and the City of Ithaca for the Redevelopment Ready Communities program. The MOU defines what the responsibilities for both parties and is required for the downtown apartment projects grant funding eligibility.

**Moved by Hubbard, second by Gray to approve the Redevelopment Ready Communities Joint Memorandum of Understanding and authorize the City Manager to sign. Motion carried.**

City Manager presented the property lease agreement between the City and Mindful Therapy LLC for the 122 N. Maple building. The lease has three changes from the prior lease which are: 1) increased rent to \$700.00, 2) two-year term, and 3) adds that the lessee is advised to obtain its own contents insurance at its own cost. Mindful Therapy LLC is a good tenant and Executive Director Audrey Wendt as agreed to the terms of the lease.

**Moved by Baublitz, second by Andrew to approve the property lease between the City of Ithaca and Mindful Therapy, LLC and authorize the City Clerk and City Manager to sign. Motion carried.**

City Manager Yonker provided a summary of the public forum held on the Downtown Parking Ordinance. Those in attendance provided valuable comments and Ryan Smith was also in attendance to help answer any questions and concerns regarding his project. Those that attended or provided written comments did not support a permit system at this time, but wanted it to be noted or reserve the right for the Council to readdress should parking become an issue in the future. Mr. Smith, was not able to attend the Council meeting but shared via email, that he was open to whatever the Council decides on the overnight parking. He only asks that if overnight parking does become an issue that the City Council not completely eliminate overnight parking in the public lots as it would have a severe negative impact on the properties. This would then have an adverse effect on his investment into the Ithaca community. If there is no current problem to be solved then he understands the idea of “wait and see” and not create and enforce a system that may not be needed.

Councilperson Gray added that it seemed the consensus of the meeting to leave it as is and not do anything at this time, but to make sure if it did, that it be addressed by the Council to help the apartment residents. Mr. Smith’s email confirms the same. Mayor Schafer added that enforcement would be very hard and currently overnight parking is allowed, however the lot by Downtown Auto needs to be addressed. City Manager Yonker said Scott Nevins was at the meeting and shared that he was open to help rectify the issues in that lot. Councilperson Hubbard commented that the people renting need to know they have a place to park. It is a ridge to cross later if it becomes an issue. Councilperson Koppleberger agreed, however Mr. Smith should be given some reassurance, or an investor for that matter, that future Councils will address it if needed. All agreed.

Mayor Schafer directed Manager Yonker to notify Mr. Smith that no change will be made at this time and to give assurance that it could be addressed in the future if needed.

#### **Claims, Accounts and Payroll**

**Moved by Baublitz, second by Gray to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #45197-45231 and Payroll Checks #15089-15118, DD1257-DD1267, EFT #850-855 as listed in the Check Register Book. Motion carried.**

#### **Correspondence**

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

Clerk Fandell noted the dues notice for the Gratiot Area Chamber of Commerce and benefits of membership. She also reported that the new Director Brenden Kelley visited Ithaca and DDA Coordinator Shelly Moffit took him through the downtown for introductions to the business owners. Brenden will make a return visit to meet other community members and businesses not in the downtown and take a tour of the City.

#### **Public Comment**

Mayor Schafer asked for public comments.

Lexi Endter addressed the City Council regarding the Trunk-or-Treat event. Several business owners in the downtown would like to share that the move of the event to the Farmers Market lot did not help the businesses. The restaurants would prefer the street closing and the foot traffic versus having it in the lot. Clerk Fandell shared she had spoken with Diane Godley and the attendance was down by about a hundred children this year. That could be attributed to the other Truck-n-Treats in the area.

Mayor Schafer reminded the Council of the Employee Appreciation dinner for the Fire Department on 11/13/18 and for the General City staff on 12/6/18. She also reminded Council that they will walk/ride in the Christmas parade on 12/7/18.

Mayor Schafer reported that she attended the Brownfield Redevelopment Committee, Economic Development Committee and the Gratiot Hospital Authority meetings. She is a member of each of these County groups through her position as Mayor. The Gratiot Hospital Authority will be dissolved in three years as it will have served its time commitment at that time.

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

Councilperson Baublitz inquired on the status of the street light replacement on N. Pine River. Manager Yonker shared that we are still waiting on Town & Country Electric but the rest is ready when they are.

**Moved by Baublitz, second by Koppleberger to adjourn. Motion carried.**

The meeting adjourned at 7:45 pm.

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Barbara Fandell, Clerk-Treasurer

**CITY OF ITHACA  
CITY COUNCIL MEETING  
November 20, 2018  
7:00 PM**

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

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

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

**Moved by Gray, second by Koppleberger to approve the minutes of the regular meeting held November 6, 2018. Motion carried.**

**Public Comment**

Mayor Schafer asked for public comments. None were offered.

**Committee Reports**

Mayor Schafer reported the Committee of the Whole met to review the 2017-2018 annual audit with Christina Schaub of Roslund, Prestage and Company PC. The audit received the highest level of assurance as stated by the independent opinion of the firm. The Committee would like to extend praise to Treasurer Fandell and her staff for their work and good audit.

**Moved by Hubbard, second by Andrew to receive the 2017-2018 Fiscal Year Audit and place on the permanent record of the City. Motion carried.**

Mayor Schafer further reported the Committee discussed the Recreational Marihuana Act and City Manager Yonker shared information on options for opting out or in and the affects of the Act. He also discussed the City's option to join a consortium with other communities who are working with Dickinson Wright Attorneys to help with the ordinances and other requirements needed due to the Act. The Committee also reviewed the first quarter financial statements.

**Department Report**

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

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

Clerk-Treasurer Fandell reported on the Financial Statements for the quarter ending September 2018. A review of the net position and activities was discussed. Treasurer Fandell stated the budget included a one-time payment to MERS of \$100,000 to help pay down the Unfunded Accrued Liability. The City Council had authorized a payment of \$50,000 in the prior fiscal year, however it was not made prior to June 30<sup>th</sup> so would like to add it to this fiscal year and pay the \$150,000 before the calendar year end so it will be reflected in the 2018 report.

**Moved by Gray, second by Hubbard to pay \$150,000 from the General Fund to MERS toward the unfunded accrued liability before the calendar year end and amend the budget for the additional \$50,000. Motion carried.**

**Moved by Baublitz, second Koppleberger by to receive the first quarter financials and place on file for audit. Motion carried.**

**City Manager's Report**

City Manager Yonker provided a written report which updated Council on the 2017-18 fiscal year audit, employee health insurance renewal, N. Pine River MDOT project, Zone 4 Sidewalk project, , downtown building renovations, West city landfill contamination, Parks & Recreation Master Plan, leaf pickup, hydrant flushing, DDA billboard lighting, Pine Street decorative lighting, MML risk management review, MDOT Bagley Road closure, MDOT Center Street bridge inspection, Pavement Warranty program, recreational marihuana consortium participation, fire training workshop, Chamber/IPC events, and Rotary activities.

Manager Yonker reported the City's employee health insurance will see no plan benefit changes in the renewal year and will incur a minor increase of 0.84% overall which is shared between the City and the employees. The increase equivocates \$1,175 for the year. Annually, the agent quotes other plans and carriers. Staff is recommending renewal of the current plans. Mark Papsidero shared that the industry is seeing 6-8% increases on the average. Treasurer Fandell shared that the City will remain well below the Hard Cap limits for 2019.

**Moved by Andrew, second by Baublitz to renew the current plans with Blue Cross/Blue Shield and keep the employer/employee cost sharing the same, with the employer paying 88% of the lower cost plan. Motion carried.**

Manager Yonker further reported that the PFAS well samples results are in and reports will be sent to him the next day. The landfill site is on the MDEQ website and shows all of the testing done on the site and their results. He reported he would be meeting with Brian Adkins from AYSO the next week to do a new lease agreement. He also received an email from Heather Seeley of GAS regarding the cleaning of the Historical Barn. GAS would like more time and would also like the RC tower to remain so they can use it for a rodeo or horse pull. GAS would also like the old lights and bleachers and plan to have horse races on the track. Manager Yonker said the tower has no offers as of now. Clerk Fandell shared that the lease agreement does not cover the additional event areas and they were supposed to have everything out of the barn after the fair. The Chamber was given until after their event in September and GAS should be held to the same timeline. Council gave direction that the barn was to be cleaned out by the end of December and the tower will remain for sale. Manager Yonker will notify Ms. Seeley of that.

Manager Yonker additionally reported that the Zoning Board of Appeals are scheduled to meet and we still need two alternates for that board. In addition, Chief Nelson was notified by the owner of the burned home that the insurance company and the bank have reached an agreement and demolition will begin with new construction starting in the spring. Lastly, the Senior Activity Board will be holding a 25-year anniversary party for the center on Monday, 12/3/18 at noon. The Council is invited and asked if a proclamation should be drafted. Consensus of the City Council to have the City Manager prepare the Proclamation for the Mayor to sign and present at the luncheon.

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

Student Representative Alli Derby reported that fall sports have ended and the winter sports are starting so things are very busy at the school. Mr. Lambrecht in the interim principal, but Mrs. Netzey is taking over soon.

#### **New/Old Business**

Manager Yonker presented the Consideration for Consortium Participation with Dickinson Wright for the Regulation and Taxation of Marihuana Act.

**Moved by Gray, second by Hubbard to join the Consortium with Dickinson Wright as the legal attorney for the Michigan Regulation and Taxation of Marihuana Act documents at a cost of \$700.00. Motion carried.**

Mayor Schafer asked Lexi Endter to discuss the IPC request for street closure for the Christmas event. Ms. Endter stated the IPC and past participants have concerns because in the past the road was not closed and it puts children too close to the parade entries and too many cars in the downtown. The business owners agree to the closure and would rather have the foot traffic during the event and more safety for the children. City Manager Yonker shared that despite the closing time, there will be cars left in the downtown and we would need IPC to move the barricades after the event. Councilperson Hubbard stated if the businesses supported it, then sees no reason why not.

**Moved by Hubbard, second by Gray to close E. Center Street from Main to Maple from 4:30pm until the conclusion of the parade on December 7, 2018. Motion carried.**

Mayor Schafer noted the invitation to the City Council to be in the parade and attend the IPC meetings. She asked if Council would be in the parade. City Council members agreed and will decorate the gator. She informed the Council that the staff appreciation breakfast would be December 6, 2018 at 8:30am in City Hall.

Clerk-Treasurer Fandell gave an update on the election day activities and results. It was a very busy day with about a 58% turn out. The polls did not encounter any major issues.

#### **Claims, Accounts and Payroll**

**Moved by Andrew, second by Baublitz to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #45232-45282 and Payroll Checks #15119-15130, DD1268-DD1274, EFT #856-861 as listed in the Check Register Book. Motion carried.**

#### **Correspondence**

Mayor Schafer noted the received correspondence.

- MML Liability & Property Pool & Fund Loss Control Services letter
- Gratiot Chamber of Commerce board minutes
- IPC meeting invitation
- MML letter regard Michigan Local Agency Pavement Warranty Program
- Thompson Home Public Library board minutes

**Public Comment**

Mayor Schafer asked for public comments. None were offered.

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

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

The meeting adjourned at 7:53 pm.

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Barbara Fandell, Clerk-Treasurer

**CITY OF ITHACA  
CITY COUNCIL MEETING  
December 4, 2018  
7:00 PM**

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

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

Audience in attendance was Rob & Lexi Endter and George Bailey.

**Moved by Baublitz, second by Koppleberger to approve the minutes of the regular meeting held November 20, 2018. Motion carried.**

**Public Comment**

Mayor Schafer asked for public comments. None were offered.

**Committee Reports**

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

Student Representative Dallas Conn reported that it's the ended of first trimester and that the students are becoming familiar with the new principal.

**City Manager's Report**

City Manager Yonker provided a written report which updated Council on the new Recreational Marihuana Consortium, PFAS results, AYSO lease renewal, Zoning Board of Appeals, MDOT Rural Transportation Task force, Pine River MDOT project, Park & Recreation Plan Update and community events.

City Manager Yonker reported that the road connection at South ~~Begole~~ Bagley Road and US127 had been officially closed effective December 3, 2018. There are orange barrels and signage in place. It will be the decision of MDOT to use concrete barricades in the future. There was a press release on behalf of the MDEQ testing for PFAS in the City water wells. The results indicated no substances were detected.

Mayor Schafer and Councilperson Gruesbeck joined Manager Yonker at the Senior Activity Building during a recent luncheon in recognition of the building's 25<sup>th</sup> anniversary with a Proclamation. Preparations have been completed for the Hometown Christmas event downtown this Friday. Council has been invited to participate in the parade.

Manager Yonker further reported that the Zoning Board of Appeals will hold its first meeting this Thursday. Packet information and updates will be provided to Council regarding the agenda and decisions made at these meetings.

Mayor Schafer directed that the new AYSO Soccer lease be presented to the Council at the next meeting.

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

**New/Old Business**

City Manager Yonker presented the Cooperative Mutual Aid Fire Control Agreement between the MDNR and the Ithaca Fire Department. This is a continuous agreement that allows us access to federal and state land for emergency services. It serves as a mutual aid response for both parties.

**Moved by Baublitz, second by Hubbard to approve the Cooperative Mutual Aid Fire Control Agreement and authorize the Fire Chief and the City Clerk-Treasurer to sign. Motion carried.**

City Manager Yonker provided a summary of the legal advice provided by Dickinson Wright Municipal Group, serving as the consortium of municipalities, in response to the approved recreational marihuana proposition on the November 6, 2018 ballot in Michigan. As defined under the Michigan Regulation and Taxation of Marihuana Act (MRTMA) if a community wishes to prohibit the establishment and operation of recreational marihuana establishments within the community, the community must adopt an ordinance to this effect (i.e., it must "opt out"). This decision can be reversed at a later time with an amendment to or repeal of that ordinance. Otherwise, if a community does not opt out, then recreational marihuana establishments can be located and licensed by the state within that community.

Manager Yonker presented Ordinance 2018-02, Amending the Ithaca Code of Ordinances by Adding a New Chapter 5 and by Amending Chapter 32 to add a New Article V. Manager Yonker summarized the new Chapter 5 titled Marihuana, whereas intent is made to prohibit the creation and operation of marihuana establishments and facilities within in the City. He further summarized the amendments to Chapter 32 adding Article V, whereas intent is made to prohibit the sale and consumption of marihuana in public places within the City.

Councilperson Hubbard stated that there is an important distinction in terms of use in restricting the use on public streets and sidewalks is that there is still a criminal process that would supersede this ordinance. This element will always prevail to protect the public safety concerns. He stated that he is in support of adding Article V to Chapter 32 of the City code. Councilperson Gray agreed.

**Moved by Gray, second by Gruesbeck to introduce Ordinance 2018-02 Amending the Ithaca Code of Ordinances by adding a New Chapter 5: Marihuana and by Amending Chapter 32: Streets, Sidewalks and Other Public Places to add a New Article V Prohibition on Sale and Consumption of Marihuana in Public Places as presented. Motion carried.**

Manager Yonker explained that if the Council sees this as an issue that effects public peace, health, safety and/or welfare, the ordinance can be declared emergency in nature and become effective immediately. A motion would be required to that effect.

**Moved by Andrew, second by Gray to declare the need for emergency ordinance 2018-02 to protect the citizens of Ithaca due to the nature of the statute effective date of December 6, 2018 for Marihuana. Motion carried by Roll Call vote:**

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

**Moved by Gray, second by Koppleberger to adopt Ordinance 2018-02 Amending the Ithaca Code of Ordinances by adding a New Chapter 5: Marihuana and by Amending Chapter 32: Streets, Sidewalks and Other Public Places to add a New Article V Prohibition on Sale and Consumption of Marihuana in Public Places as presented. Motion carried by Roll Call vote:**

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

Mayor Schafer informed Council that the Committee of the Whole meeting for December is cancelled. The annual Strategic Planning meeting has been scheduled for Thursday, January 17, 2019 at 5:00 p.m. Mayor Schafer suggested that council members come to the meeting with ideas and wish list to discuss for the year ahead. She further extended an invitation to the Department Heads to join in this planning session with Council.

#### **Claims, Accounts and Payroll**

**Moved by Gray, second by Andrew to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #45284-45306 and Payroll Checks #15132-15155, DD1275-DD1280, EFT #863-868 as listed in the Check Register Book. Motion carried.**

#### **Correspondence**

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

- State of Michigan CVT Revenue Sharing Incentive Program Certification Reports
- MERS/Standard Life Insurance Renewal Notice
- St. Louis Housing Commission Board Vacancy Notice
- Ithaca Hometown Christmas Event Flyer

Manager Yonker informed council that the State of Michigan Revenue Sharing performance dashboard reports are posted on the City website. Mayor Schafer noted the \$150,000 was paid towards the MERS General Division. Manager Yonker reported that Standard Life Insurance renewal rates will be unchanged through 2021. Mayor Schafer informed them of the board vacancy on the St Louis Housing Commission Board, which serves the entire County. Reminder of the events downtown for Christmas and that council members are to meet at 5:30 for the parade this Friday.

#### **Public Comment**

Mayor Schafer asked for public comments.

Lexi Endter expressed her appreciation to the Council for planning to walk in the Christmas Parade.

County Commissioner George Bailey announced that Mayor Schafer was again appointed to serve on the board for the Gratiot County Commission on Aging. Congratulations and thank you for serving your community.

City Council Minutes



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

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

The meeting adjourned at 8:08 pm.

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Cathy Cameron, Deputy Clerk

**CITY OF ITHACA  
CITY COUNCIL MEETING  
December 18, 2018  
7:00 PM**

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

Present were Mayor Alice Schafer and Councilpersons Brett Baublitz, Scott Gray, Clark Hubbard, Rick Koppleberger and Student Representative Alli Derby. Officers and staff present were Attorney Jefferson Arnold, City Manager Chris A. Yonker and Recording Secretary Shelley Moffit.

Absent were Councilpersons James Andrew and James Gruesbeck and Clerk-Treasurer Barbara Fandell.

Audience in attendance was Marla Macha, Brian Adkins, Helen Soderberg, Jared Barden, Rob & Lexi Endter.

**Moved by Gray, second by Baublitz to approve the minutes of the regular meeting held December 4, 2018.** City Manager Yonker noted a correction needed to be made on page 1, second paragraph under City Manager's Report should read "South Bagley" not "South Begole" **Friendly amendment to include the correction. Motion carried.**

**Public Comment**

Mayor Schafer asked for public comments.

Marla Macha shared that the lighting in the downtown block of businesses is really poor. Poor lighting and closed businesses at night is not welcoming or warm to visitors or residents.

Jared Barden of Ms. Van DeWeghe's government class introduced himself.

**Public Hearing: Parks & Recreation Plan**

Mayor Schafer stated it was time for the Public Hearing.

**Moved by Hubbard, second by Koppleberger to enter into a public hearing to take comment on the Five-Year Park and Recreation Master Plan. Motion carried. Mayor Schafer opened the hearing at 7:04pm**

City Manager Yonker noted the written comments received and included in the packet. They will be attached to the meeting minutes. He gave a brief overview of each written comment received.

Resident Helen Sodderberg questioned the makeup of the other respondents to the survey as there were over 200 collected, but only 137 residents responded. Manager Yonker shared that the survey was opened to the public so some users of the parks that are not residents, were able to respond also.

Manager Yonker reminded that the five-year plan is required by the MDNR in the event the City would like to write for grants through the department to help further develop the parks. The plan has been on public review for the past 30-days at the City Hall, Library, website and Facebook.

Ms. Sodderberg shared she was in favor of keeping the pond at McNabb Park and shared it has been in existence long enough that there is mature plant and wildlife in that area. She noted there is funding available for natural wetlands and there is educational opportunities for the school children. She further shared the support from the Big Dog playgroup at Woodland Park.

Mayor Schafer asked for additional comments. None were offered.

**Moved by Hubbard, second by Gray to close the public hearing. Motion carried.**  
**Mayor Schafer closed the public hearing at 7:13pm.**

**Committee Reports**

Alli Derby, Student Representative, reported that the new principal is well liked and things are going well at the school. The Adams Family musical is underway. Mayor Schafer thanked her and Dallas for being in the parade and carrying the City flag.

**Department Report**

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

**Moved by Baublitz, second by Koppleberger to receive the Ithaca Unit report.** Councilperson Gray noted the illegal possession stop during the month and hope it was not tied to the legalization issue. **Motion carried.**

### **City Manager's Report**

City Manager Yonker provided a written report which updated Council on the AYSO Soccer Lease Agreement, Recreational Marihuana Ordinance, MDOT training webinar on Local Agency Program, Senior Activity Board luncheon, SAW grant, Library digital message board sign, 101 E Center Street interest, ICMA Recycling update, Zoning Board of Appeals, DDA and Planning Commission meetings, MME Ethics Committee, City Strategic Planning meeting, Undersheriff retirement, West city landfill, Parks & Recreation Master Plan, Chamber/IPC events, and Rotary activities.

Manager Yonker reported the City offices will be closed on the 24<sup>th</sup>, 25<sup>th</sup>, 31<sup>st</sup> of December and the 1<sup>st</sup> of January for the holiday. He would also be on vacation from the 24<sup>th</sup> through the 1<sup>st</sup>. He informed Council of the upcoming MML Capital Conference. Clerk Fandell will be distributing information and looking to register those that are interested. Staff has been watching the legislative issues and bills that are active. He discussed the Lame Duck and issues being considered. There are several that affect local control for a one-community fix. One bill is the Fireworks bill which places limitations on when they can be lit off. Another is the Disabled Veteran's property tax exemption bill, which is seeing movement to transition from a Property Tax Exemption to an Income Tax Exemption. This also includes a credit for disabled veterans that rent and do not own. Another is a bill which would assess a fee to water customers to put into State programs for water issues at the State level. The City would have to try and get the money through grants, or loans for the money paid in by our residents. The MNML is greatly opposed to this. It is still out there but many items have been stripped. The final is a bill which imposes a tipping fee for those utilizing the landfills. The funds would go to the State for Brownfield and recycling funding. This appears to have died and now they are looking at the new sales tax from internet purchases for this. This money should be coming to us as part of Revenue Sharing so more to come.

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

### **New/Old Business**

Mayor Schafer presented Resolution 2018-11 which keeps the City in compliance with the State of Michigan on the health insurance benefits for the employees.

**Moved by Gray, second by Baublitz to adopt Resolution 2018-11 Compliance with PA152 of 2011 as Amended. The motion carried with the following Roll Call Vote:**

**Ayes: (5) Baublitz, Gray, Hubbard, Koppleberger, Schafer**

**Nos: (0) None**

**Absent: (2) Andrew, Gruesbeck**

Mayor Schafer addressed the Zoning Board of Appeals requests. First order is to set the Recording Secretary fee. City Manager Yonker explained that a similar fee was set for the Planning Commission of \$25.00 per meeting.

**Moved by Hubbard, second by Gray to set a Recording Secretary per diem fee of \$25.00 per meeting for the Zoning Board of Appeals. Motion carried.**

**Moved by Hubbard, second by Baublitz to approve the 2019 meeting schedule for the Zoning Board of Appeals. Motion carried.**

City Manager Yonker received interest from Jim Wideman to fill the vacancy on the Zoning Board of Appeals. Mayor Schafer as for this appointment. Peggy Heffner may be interested in one of the Alternate positions.

**Moved by Hubbard, second by Gray to appoint Jim Wideman to the Zoning Board of Appeals with a term ending June 30, 2021. Motion carried.**

Mayor Schafer noted the request from the Library Board to purchase an electronic sign at a cost of \$14,000. City Manager Yonker explained it was not in the budget so it requires an amendment to the 2018-2019 fiscal year budget and approval for the purchase. If not approved, they would put in next year's budget but would not be received or installed until late fall and they would like it prior to the Summer Reading program.

**Moved by Baublitz, second by Hubbard to approve the electronic sign in the amount of \$14,000 and to amend the 2018-2019 Fiscal Year Budget for the purchase.**

**Councilperson Gray abstained from the vote due to financial reasons. Motion carried.**

Mayor Schafer called for action on the AYSO Soccer Lease Agreement renewal. She asked if the screen fenced at the lot line a snow fence? Manager Yonker said that fence was installed back when the land acquisition was done to keep the balls and kids from going into the farm field.

**Moved by Hubbard, second by Gray to approve the Lease Agreement between AYSO and the City of Ithaca. Motion carried.**

Mayor Schafer thanked Brian Adkins for his patience during this renewal process.

**Claims, Accounts and Payroll**

**Moved by Baublitz, 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 #45307-45354 and Payroll Checks #15156-15168, DD1281-DD1286, EFT #869-873 as listed in the Check Register Book. Motion carried.**

**Correspondence**

Mayor Schafer noted the received correspondence.

- MDEQ Letter on the Asset Management Program and Community Water Supply
- Board minutes: ZBA, Thompson Library Board

City Manager Yonker shared the new procedures and reporting requirements for the City regarding the MDEQ correspondence. Director Studt has filed and was accepted on the first filing. He further updated on the PFAS cleanup as being required by MDEQ and upcoming decisions that will need to be made.

**Public Comment**

Mayor Schafer asked for public comments.

Lexi Endter addressed an issue she is having with her neighbor's driveway being used as a shooting range. It is about 60 feet from the property line. She has reviewed the Ordinance and her property is in the allowed area, however you cannot be within the safety zone of 100 feet of any building, however the end of the ordinance does not address target shooting. She is moving the barn and horse to the other side of the property, however there are still young children in the safety zone area. Manager Yonker explained that he is unsure if the property owner is aware that this is being done. Lexi shared they are shooting a bow, however there was a person who stopped and used a gun. Manager Yonker said we need to take it under advisement and look at the Ordinance; would like to talk with Lt. McCollum before making any recommendations.

Ms. Endter thanked the City Council for its participation in the Christmas parade and the evening activities.

Mayor Schafer reminded the Council of the Strategic Planning Session on January 17, 2019.

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

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

The meeting adjourned at 7:58 pm.

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Shelly Moffit, Recording Secretary

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Barbara Fandell, Clerk-Treasurer

**From:** Chris Maltby <[chris@terriscycle.com](mailto:chris@terriscycle.com)>  
**Sent:** Tuesday, December 11, 2018 11:03 AM  
**To:** Chris Yonker <[manager@ithacami.com](mailto:manager@ithacami.com)>  
**Subject:** 5 year plan

Chris,

After reading your recreational plan draft here are my thoughts on a couple points:

Developing winter activities at low cost - coordinate and organize snow shoeing on the Mountain Bike Trail. This grooms the trail for fat biking. You want people who have \$3000 bikes visiting Ithaca - they will gas up, buy lunch, and what not. We have people come from as far as Greenville and Lansing to Alma because we do this here. Hiking and walking is soft conditions in shoes will ruin this, but we have other trails. More consistent snow would increase influx into town, but it is what it is.

Establish funding for infrastructure at McNabb Park. We have local people (customers) in Ithaca who are ready to rebuild bridges, but need materials. Often items like old power poles and other re-cycled city materials can be used to do this. A couple of the bridges need work. Converting the RC track into a pump track would bring people in. I have not found locals who will manicure this. Fund-raising races and events could be staged at The Jailhouse Trail too. I have heard about a disc golf course here. The one they put in at Deerfield Park required removing A LOT of trees. This would be bad for the existing trail. Mosquito will also unbearable there most of the summer. It is no place to be at a walking pace.

What is the place and time of the 18th meeting? And the general format?

Thank you for your time!

Chris Maltby

Terry's Cycle  
989-463-5260  
[www.terriscycle.com](http://www.terriscycle.com)  
[www.facebook.com/terriscycle/](https://www.facebook.com/terriscycle/)

To: Ithaca City Council Members

From: Woodland Dog Park – Big Dog Playgroup

Date: December 12, 2018

Re: Five Year Parks & Recreation Plan for 2019 – 2023 recommendations

It is important to recognize that the Dog Park receives use from many individuals that are not residents of the City of Ithaca. The City should be proud of the fact that it is the only dog park in the county.

We started our Sunday afternoon play group several years ago, but it really took off last August. We have had a core group that have attended through rain and snow. We've had up to 12 dogs with an average attendance of 6 dogs.

Owners bring their dogs to the park to exercise and to have an opportunity to socialize with other dogs. For improvements we would like to add agility and exercise equipment such as a tunnel and ramps. There are plans for these that have relatively low materials cost. We could provide volunteer labor or it could even be an Eagle Scout project as were the benches that were installed.

Also, we would appreciate it if the City would put gravel or another hardening material in and around gates. The area gets muddy and slippery from rain and melting snow. As the area is shaded, it is slow to dry out.

Our group is a mixture of City residents as well as those from other areas in the county. It is reflective of the users of the park.

RECEIVED

Respectively submitted,

DEC 14 2018

Tricia Bailey & ProV, Alma

Liz Dudek & Meathead, Owner-Operator Stay Fit, Ithaca

Danette Hubbard & Riley, Alma

Eric Huff & Amanda Huff & Walter, Alma

Mary Humm & Lucy, Ithaca

Daryl & Sandra Koch, Alma

Helen Soderberg & JoJo, Ithaca

Deanna Timmins & Daisy, Alma

CITY OF ITHACA  
ITHACA, MICHIGAN

submitted on behalf of listed individuals,

*Helen E. Soderberg*  
516 S. Saint Johns St.  
Ithaca, MI 48847  
ph. 875-5093

To: Ithaca City Council Members

From: Helen E. Soderberg

Date: December 14, 2018

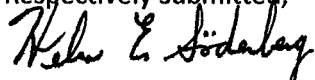
Re: Draft Parks and Recreation Plan, McNabb Park

I strongly advocate preserving the pond located in the middle of the old horsetrack in McNabb Park. It's a unique wetland habitat that does not exist in any of the other city parks. The Michigan Department of Natural Resources estimates that about half of the state's original wetlands have been drained or filled. The Michigan Department of Environmental Quality estimates that the rate of wetland loss outpaces efforts to create or restore wetlands. It's ironic to think that this pond would be created only to be destroyed. It provides opportunities for bird watching, including waterfowl -an activity which is promoted in the draft plan -as well viewing a community of wetland plants as they progress through the seasons. It's a refreshing visual change in a homogenous landscape of open lawn and woodlots.

The approximately mile long horsetrack is great for walking and jogging. Fitness stations would enhance use. I note in the plan fitness stations are planned for Atkinson Park, but does not give a reason why that park was selected.

The draft plan does not address the fate of the pond. Question #9 in the survey had two options that proposed getting rid of the pond. The first was to fill the pond to create a large open space. The pond is an open space, it just happens to have water on it. The same option says that filling the pond would create a natural area, which in fact it would be destroying one. Adding that a wildflower prairie would be established seems to sweeten the deal, who doesn't like flowers? However, there exists ample space elsewhere in the park to establish warm season grasses and flowers, as there is also ample space for additional sports fields as proposed in the second option. For example, there is space in and around the horse paddock near the former boarding barn and between the woodlot containing the Jailhouse Trail and Pine River Street.

Respectively submitted,



Helen E. Soderberg, 516 S. Saint Johns St., Ithaca

Ph. 875-5093

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DEC 14 2018

CITY OF ITHACA  
ITHACA, MICHIGAN

To: City Council Members

From: Helen E. Soderberg

Date: December 14, 2018

Re: Draft Parks and Recreation Plan, Corrections & Questions

Page 26

The Hardwoods is under new ownership. It's been renamed Pins.

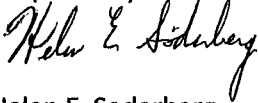
The Curves in Ithaca closed several years ago. The nearest one is in Flint.

Page 28

I'm confused as to the number of survey responses received. This page states that over 200 were received and that 137 were received from City Residents. Were there 63 or so received from other than city residents?

I would like to be able to see the compilation of the results for each survey question.

Respectively submitted,



Helen E. Soderberg

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DEC 14 2018

CITY OF ITHACA  
ITHACA, MICHIGAN



Again, thank you for taking the time to let us know your views. And thank you for all of the efforts you have put forth to help maintain the trails; I sincerely appreciate that!

*For Public Hearing*

Chris

*Chris A. Yonker*



City Manager

129 W. Emerson St.

Ithaca, MI 48847

Office: 989-875-3200

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Web: [www.ithacami.com](http://www.ithacami.com)

Facebook: <https://www.facebook.com/CityofIthacaMI>

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**From:** James <[jvhjr68@gmail.com](mailto:jvhjr68@gmail.com)>

**Sent:** Monday, December 17, 2018 11:13 AM

**To:** Chris Yonker <[manager@ithacami.com](mailto:manager@ithacami.com)>

**Subject:** Ithaca city parks

Hello Chris

I see that Ithaca is looking for input on improvements on city parks.

My main concern and the part I use the most is the Jail House Trail in McNabb Park. I use the mountain bike trail there all year long. We snowshoe it in the winter so we can ride fat bikes on it. I hope whatever you decide that if anything to improve the trail a little as in things like new bridges. I know there has been talk of disc golf course somewhere but I hope you keep it clear of the trail if one is put in. The mosquitoes in spring and summer would drive most people away that would try to use it if put too close to woods anyways. I know that Reeds park by North Star has one and not for sure how much it gets used.

I am good friends with Chris from Terry's Cycle in Alma and went to school here in Ithaca with Jeff Glynn that works for the City of Ithaca and is also President of the Jail House Trail group. I help Jeff keep the trail clear by moving branches and small trees off from trail to keep it open; also help him blow leaves off trail when possible. I do not have a big leaf blower of my own so I can only help him when he is out there working on it.

I am looking at marking the trail better for bike riding and riding at night and I am spending my own money to get the things I need to do this, which is reflective tape and plastic sign material. I make vinyl signs so I can make a lot of the signs myself. I have been talking to Jeff about working and repairing some of the bridges but we need supplies to do this as in treated wood so it don't rot. I have been and am willing to put my own time into fixing up the trail because I use it often and it is a very nice trail to have around here.

There are a lot of older people that use the trail to walk, which is great but this year we have had a lot more people walking on the bike trail instead of the two-track and we come rolling up on them fast going thru with bikes and have to let them know we are coming thru. I play music with a speaker on my bike anymore so people can hear me. There is plenty of room out there that more of a walk trail could be put in separate from the bike trail if the city or city-run group

was willing to. The biggest problem is when we groom the trail with snowshoes for the fat bikes and then people walk on it with shoes and break it all up.

We also had a problem with dog walkers out there this year because of a person I know has been telling all of his dog walking friends about this area. There is the dog park at Woodland Park but everyone is using the mountain bike trail now for dogs. I know you cannot stop it but people let their dogs run off from their leash and has caused some problems when a dog comes running up to you when you are flying thru the trail on a bike. Someone or a dog will get hurt at some point.

So at this point these are some areas that could be improved because of the older people that use the trail often:

- signs to show dedicated mountain bike trail and be aware of fast moving bikes
- possible way to groom it in winter for fat bikes and walkers on two-track
- improvements on bridges
- possible add on for walking trails and maybe a little more lighting
- signs on trail for marking trail better and possible rules to follow for dog walkers
- possible parking lot layout for Jailhouse trail and sign added to show where trail is
- possibility for cross country skiing in winter, but people walk on trail that is put in for skis and ruin it so that would be a hard one to keep nice.

The Jail House Trail is a known mountain bike trail from all around and if done right the city can use this as a draw to bring new people into the city to use it. There are people like me that spend quite a bit of money to have very nice bikes and we are always looking for new and cool places to ride.

I live and work in Ithaca and bought my house from my Aunt and Grandma that have lived in Ithaca since the mid 40's. I am willing to put my own time in like I have been doing to keep the trail up and clear. I used my own push mower and push mowed the whole trail several times to keep the weeds pushed back and make the trail flow very nice.

Thanks for your time to read all of this.

James VanHorn  
cell 989-285-7037