

**CITY OF ITHACA
CITY COUNCIL MEETING
March 21, 2023
7:00 PM**

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

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

Absent was Councilpersons James Gruesbeck, Alison Jerome and Attorney Jeff Arnold.

Additional staff present was City Treasurer Barbara Fandell.

Audience in attendance was Andy Campbell with Baker Tilly Municipal Advisors.

Moved by Hubbard, second by Koppleberger to approve the minutes of the regular meeting held March 7, 2023. Motion carried.

Moved by Andrew, second by Hubbard to excuse Councilperson James Gruesbeck and Alison Jerome who had a work commitment. Motion carried.

Mayor Baublitz asked for approval of the agenda and for any items to be removed from the Consent Agenda. Manager Conn requested that Claims and Accounts be removed and placed as item 10.5. Mayor Baublitz placed it as item 10.5.

Moved by Koppleberger, second by Hubbard to approve the agenda, (as amended by adding item 10.5 Claims and Accounts), including the Consent Agenda. Motion carried.

Public Comment

Mayor Baublitz asked for public comments. There was none.

Consent Agenda

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

- **City Manager's written report, which included updates and information on Board and Commission Seats, Board of Review, Assessing Services, MRWA Conference, Municipal Clerks Institute and Union Street Reconstruction Funding.**
- **Correspondence received: GACC Minutes and Chamber Event**

Motion carried by Roll Call Vote:

Ayes: (5) Endter, Hubbard, Koppleberger, Andrew and Baublitz

Nos: (0) None

Absent: (2) Gruesbeck and Jerome

Committee Reports

There was none.

City Manager Comments

Manager Conn informed Council of the Board and Commission vacancies. The March Board of Review was successful; thanks to members Dean Parling and Vicki Wideman for their time. Manager Conn updated Council on the assessing services successor search. Both Water/Sewer Superintendent Waldon and DPW Superintendent Smith attended the annual MRWA Conference last week. Clerk Cameron is attending her second year of Clerk's Institute this week. Manager Conn reported on the progress of projected estimates and funding scenarios for the Union Street Reconstruction Project.

Unfinished Business

There was none.

New Business

Treasurer Fandell reported that it was time to close out the Michigan Community Development Block Grant (CDBG) as it began in 2013. A public hearing was requested to be set for April 4, 2023 to begin the process.

Moved by Hubbard, second by Andrew to set a public hearing for April 4, 2023, at 7:00pm. or soon thereafter as the agenda allows. Motion carried.

Treasurer Fandell presented Resolution 2023-02 Compliance with PA152 of 2011 as Amended. If adopted, maintains the City's compliance with the Act regarding Health Care offerings and funding for employees.

Moved by Hubbard, second by Andrew to adopt Resolution 2023-02 Compliance with PA152 of 2011 as Amended.

Motion carried by Roll Call Vote:

Ayes: (5) Hubbard, Koppleberger, Andrew, Endter and Baublitz

Nos: (0) None

Absent: (2) Jerome and Gruesbeck

Manager Conn presented a request from the Planning Commissioners to change their meeting time to Noon. Discussion was held.

Moved by Koppleberger, second by Hubbard to approve a new meeting time for the Planning Commission to be set to 5:00pm. effective immediately. Motion carried.

Manager Conn presented the proposal from ROWE for engineering services for the Gwinner Street Water Main Replacement Project in the amount of \$10,900.

Moved by Hubbard, second by Koppleberger to approve the engineering proposal from ROWE in the amount of \$10,900 for the Gwinner Steet project using LCR funding. Motion carried.

Manager Conn presented three quotes for the cost of materials to be used on the Gwinner Street Water Main Replacement Project. The lowest quote was provided by Michigan Pipe & Valve in the amount of \$33,817.

Moved by Hubbard, second by Andrew to authorize the purchase of materials for the Gwinner Street project from Michigan Pipe & Valve in the amount of \$33,817 using LCR funding. Motion carried.

Manager Conn introduced Andy Campbell with Baker Tilly Municipal Advisors to present funding options for capital improvement planned watermain projects and the Union Street Reconstruction Project. Mr. Campbell provided information for multiple funding sources including; federal government funding option being the USDA Rural Development Fund, state funding option being the State Revolving Fund, and the open market bonds provided through a broker or bank. Due to the city qualifying as an "overburdened" community, applying for funding through the state revolving fund would give us the possible ability for a grant/loan combination.

Discussion was held. Mr. Campbell recommended that the city pursue the SRF program for the Watermain Projects and Union Street Reconstruction Project. The SRF program is the best financial option available.

Moved by Hubbard, second by Andrew to authorize ROWE to proceed with submitting an application to the state for SRF funding on behalf of the city to fund our Watermain Projects and Union Street Reconstruction Project. Motion carried.

Claims and Accounts

Treasurer Fandell reported that an additional accounts payable check had been processed and was reflected in an updated check register as check #48896 payable to Shults Equipment in the amount of \$33,662.30.

- **Claims submitted to the Ways and Means Committee by City Treasurer Fandell and recommended for payment: Accounts Payable Checks #48865-48896, and Payroll Checks #16693-16698, DD #2464-2474, EFT #1592-1595 as listed in the Check Register Book.**

Moved by Koppleberger, second by Hubbard to approve the updated Claims and Accounts as listed above. Motion carried.

Public Comment

Mayor Baublitz asked for public comments. There was none.

Mayor Baublitz asked for any additional business to come before the Council. There was none.

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

The meeting adjourned at 7:57pm.

Approved 4-4-2023

Cathy Cameron

Cathy Cameron, City Clerk