

**CITY OF ITHACA
CITY COUNCIL MEETING
April 15, 2025
5:30 PM**

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

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

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

Absent was none.

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

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

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

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

Public Comment

Mayor Baublitz asked for public comment. There was none.

Consent Agenda

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

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

Motion carried by Roll Call Vote:

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

Nos: (0) None

Absent: (0) None

Committee/Department Reports

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

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

City Manager Comments

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

Unfinished Business

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

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

Motion carried by Roll Call Vote:

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

Nos: (0) None

Absent: (0) None

New Business

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

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

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

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

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

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

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

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

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

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

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

Public Comment

Mayor Baublitz asked for public comments. There was none.

Announcements

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

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

The meeting adjourned at 6:08pm.

Approved 5-6-2025

Shelly Moffit
Deputy Clerk