

**URBANA CITY COUNCIL  
REGULAR SESSION MEETING  
TUESDAY, APRIL 18, 2023**



President Hess called the City of Urbana Regular Session Meeting to order at 6:00 pm.

**City Staff attending:** Director of Administration Kerry Brugger, Director of Finance Chris Boettcher, Director of Law Mark Feinstein, Mayor Bill Bean, Community Development Manager Doug Crabill, Grimes Municipal Airport Manager Elton Cultice and Fire Chief Dean Ortlieb.

**President Called Roll:** Ms. Jumper, present; Mr. Scott, present; Mr. Paul, present; Ms. Truelove, present; Mr. Thackery, present; Mrs. Collier, present; and Mrs. Bean, present.

**Mayoral Proclamation – Arbor Day**

Mayor Bean read aloud his proclamation declaring April 28<sup>th</sup> Arbor Day in the City of Urbana.

Mr. Crabill stated that he was attending the Tree City awards for Central Ohio on behalf of the City tomorrow. This will be the 21<sup>st</sup> year Urbana receives the award. In order to be a Tree City, he noted that a city must have an ordinance, tree commission, an annual Arbor day celebration, and spend at least \$2 per capita on trees. He also noted that the Arbor Day tree planting ceremony will be at the YMCA in memory of Tom Coles. Finally, he stated that the Urbana Shade Tree Commission recently held its first meeting of the year.

Mr. Thackery stated that he would like to see the Arbor Day tree celebration held downtown next year.

**Airport Update**

Mr. Cultice recited the list of events to be held at the airport in the upcoming year. These updates were also included in First Quarter Divisional Highlights.

Mr. Paul asked how airport traffic had been. Mr. Cultice stated it has been fantastic since the warmer weather has arrived.

**Minutes**

Mr. Thackery moved to put the minutes of April 4, 2023 on the floor for discussion and possible approval. Mr. Paul seconded.

No comments/questions from Council.

Voice vote on approval of the minutes: all ayes; nays, none.

Motion passed 7-0

**Communications:**

1. Damage Assessment Workshop (Ohio EMA) – E-mailed April 13, 2023
2. First Quarter Divisional Highlights (See Attached)

Mrs. Bean moved to put the communication on the floor for discussion. Mr. Thackery seconded.

Mrs. Bean stated the divisional highlights was a fabulous document to educate the public. She is very proud of all the hard work involved. She noticed the only change was from the Law Director, and she thanked him for updating his role in the ordinance process.

Mr. Thackery asked Chief Ortlieb about the process for obtaining a grant for the ladder truck. Chief Ortlieb stated he was in the process of writing the grant with the window opening in November. He stated it was a hard grant to receive, but believed Urbana had a good chance as our current ladder truck is over twenty-five years old.

Mr. Thackery stated it was great that the water treatment plants are complying with the EPA. He then asked how far along the City was with the new meter installation. Ms. Boettcher stated the City is still learning the new software but all meters should be installed.

Mr. Thackery then asked what the City does with the thirty-two tons of debris collected by the street sweeper. Mr. Brugger responded that it gets loaded by dump trucks and hauled to the landfill.

Mr. Paul asked if the City had 850 tons of salt to start the year. Mr. Brugger stated last year the City ordered 600 tons, though he couldn't recall where the City had started. Mr. Paul asked how much salt is currently on hand. Mr. Brugger replied about 1,000 tons either on hand or coming by delivery by June 1<sup>st</sup>. Mr. Paul then inquired about how much storage was the salt barn. Mr. Brugger confirmed the capacity was about 1,500 tons.

Mr. Paul asked about street light outages and swapping out light bulbs. Mr. Crabill stated that the City is converting the remaining bulbs to LED. Previously the City would have to wait until the bulbs failed, but now they can switch without any additional costs.

Mr. Paul stated he was glad to see work on the pond. He concluded his remarks by commenting on departmental operating budgets and inquiring into community development's high percentage. Mr. Crabill stated the vast majority of that accounts for the \$50,000 check that is sent to the CEP within the first couple of months.

President Hess asked if there was extra grit in the latest batch of salt. Mr. Brugger stated he was not aware of any change in the mixture.

Mr. Thackery added his kudos to administration and finance as it appears the City is right on track financially, having spent 26% of finances in the first quarter.

Voice vote for acceptance of the communication. All ayes, nays none.

**Administrative Reports – Board of Control:** None

**Citizen Comments:** None

## **ORDINANCES AND RESOLUTIONS**

**Third Reading:** None

**Second Reading:** None

**First Reading:**

**Ordinance 4474-23:** An ordinance to revise the codified ordinances by adopting current replacement pages. (One reading required)

Mr. Paul moved to put this ordinance on the floor for discussion and possible passage. Mr. Thackery seconded.

Mr. Feinstein stated that the only update from Walter Drane this quarter was to our ordinances. The new replacement pages reflect the changes to the City’s CRAs and to the Nuisance code.

No comments/questions from Council.

Roll call on passage: Mr. Scott, yes; Mr. Paul, yes; Ms. Truelove, yes; Mr. Thackery, yes; Mrs. Collier, yes; Mrs. Bean, yes; and Ms. Jumper, yes.

Ordinance passes 7-0.

**Ordinance 4592-23:** An ordinance to change the term “Captain” to the phrase “Fire Division Member in the Bureau of Fire Prevention” in Section 1501.01 of the Urbana Codified Ordinances. (Three readings required)

Mrs. Bean moved to put this ordinance on the floor for discussion. Mr. Scott seconded.

Chief Ortlieb stated local authority allows the local fire code to adopt the state fire code. The State authorizes certified inspectors to investigate hazards. Currently, the City has firefighters in the Fire Prevention Bureau. This ordinance authorizes anyone in the Bureau to be named Fire Marshall, instead of solely a Fire Captain. This title is not a promotion and does not come with extra compensation.

Mr. Paul asked if the City is limited to only one Fire Marshall. Chief Ortlieb stated the City can have multiple fire inspectors, but only one Fire Marshall to be a front to the public.

President Hess declared this ordinance to have had its first reading.

**Resolution 2449-23:** A resolution authorizing the Director of Administration of the City of Urbana, County of Champaign, to participate in the Ohio Department of Transportation’s (ODOT)

Winter Road Salt Contracts (018-24) awarded in 2023, and declaring an emergency. (One reading required)

Mr. Paul moved to put this resolution on the floor for discussion and possible passage. Ms. Jumper seconded.

Mr. Brugger stated that Council has already addressed most of the topic already. With the light winter, Mr. Brugger informed Council that the City did not have as much usage as past years. This allows the City to soften its bid and allow the budget to recover.

No comments/questions from Council.

Roll call on passage: Mr. Paul, yes; Ms. Truelove, yes; Mr. Thackery, yes; Mrs. Collier, yes; Mrs. Bean, yes; Ms. Jumper, yes; and Mr. Scott, yes.

Resolution passes 7-0.

**Resolution 2659-23:** A resolution to authorize the mayor or designee to apply to the Champaign County Commissioners under the program year 2023 Community Development Block Grant (“CDBG”) Community Development Allocation Program in cooperation with Urbana Township for the North Edgewood Avenue resurfacing project and declaring an emergency. (One reading required)

Mr. Thackery moved to put this resolution on the floor for discussion and possible passage. Mrs. Bean seconded.

Mr. Crabill stated that this grant is available every two years. In 2021, the City received a grant for the curb ramp project. This year, the City is asking for a resurfacing project on a road it shares with Urbana Township. The Engineer’s estimate is \$146,000. Without the grant, the City’s share would be approximately \$74,000. With the grant, the City commitment would only be about \$5,000. The County can select two projects to receive grants. Mr. Crabill believes Mechanicsburg, Saint Paris and North Lewisburg are also thought to be applying.

Mr. Paul asked what would happen to the project if the grant does not come through. Mr. Crabill replied that the City would either have to wait two more years or potentially fund the project completely. The township was not overly keen on completely funding the project locally.

Roll call on passage: Ms. Truelove, yes; Mr. Thackery, yes; Mrs. Collier, yes; Mrs. Bean, yes; Ms. Jumper, yes; Mr. Scott, yes; and Mr. Paul, yes.

Resolution passes 7-0.

**Resolution 2660-23:** A resolution to appropriate and approve the use of American Rescue Plan Act (ARPA) funds received by the City of Urbana toward eligible water, sanitary sewer, and/or stormwater infrastructure as permissible for CHP-S. High Street-0.00 (ODOT PID #112019), in

compliance with applicable rules and reporting requirements, and declaring an emergency. (One reading required)

Mr. Paul moved to put this resolution on the floor for discussion and possible passage. Mr. Thackery seconded.

Mr. Crabill stated each community was allocated funds. This resolution allows those funds to be used by the City. The total Urbana received was almost \$1.2 million. Each city has to know what they will do with the money by the end of 2024 and spend the money by the end of 2026.

Mr. Paul asked if the cost of the High Street project was more than this amount. Mr. Crabill stated the price of the project has increased. If all of the other sources come together (such as a \$3 million ODOT grant, \$800,000 Ohio Public Works grant, and \$1,000,000 interest free Public Works loan), the City can move forward towards construction.

Roll call on passage: Mr. Thackery, yes; Mrs. Collier, yes; Mrs. Bean, yes; Ms. Jumper, yes; Mr. Scott, yes; Mr. Paul, yes; and Ms. Truelove, yes.

Resolution passes 7-0.

**Department Liaison Reports:**

Mrs. Collier stated the Safety meeting was last week with herself and both Chiefs. She stated it was a good meeting and minutes will be coming out soon.

Mrs. Bean stated that there would not be a Planning Commission meeting for the month of April.

**Miscellaneous Business:**

Mr. Scott congratulated Administration for having no Board of Control items this meeting.

Ms. Truelove asked if the City had ever considered electric vehicles with a charging station. Mr. Brugger stated the conversation had been held, but the City does not have the local infrastructure. They would continue to look at it. Ms. Truelove asked also if the City had ever considered having a dumpster day. Mr. Brugger stated the City had a curbside pickup in 2016 which went pretty well. The City had been kicking around something similar but other issues pop up that take priority. Finally, Ms. Truelove expressed her concern for a tree that will be removed on High Street. She understood it needs to be done, but still feels remorse.

Mr. Thackery added that the downtown has lost trees and would like to see them replaced. He also mentioned how nice the pace of ALDI's was coming along.

Mrs. Bean stated it was an honor to eat at Pequeño's soft opening. She enjoyed it and encouraged everyone to go.

Ms. Boettcher stated it was a busy day at the Finance Department for the tax deadline. She added everything went well and there were lots of happy faces.

Mr. Brugger informed Council that the next meeting should have the City pool agreement for approval. The plan is to have the YMCA run it again. He also added that Mr. Cultice's term as OAA president will be ending soon. The City was fortunate to have him serve in that capacity.

Mr. Crabill informed Council to anticipate the asphalt bid at the next meeting. The City received two bids back, with one being much lower than the estimate. Also, the City received four bids for crack sealing, with two of those being below the estimate.

Mr. Crabill also stated the Miami Street curb and gutter project starts tomorrow with saw cutting. The ODOT resurfacing bids are more favorable than last year, with the City only having to provide \$2,000 as compared to \$10,000 last year. He added that High Street bids are due in early May.

Mr. Crabill stated the DORA has been receiving more interest lately. Unfortunately, the decals weren't weather resistant. Instead, the City is moving to Plan B, which is painting the decals. The decals must be in place to officially start the DORA.

Finally, he added that he was still working on the Dugan Place project, with another meeting with the homebuilder scheduled for next week.

Chief Ortlieb stated there was a fire this afternoon. UPD was also on scene and the Street department also helped out. He appreciated the interdepartmental assistance. Chief also urged the attendance of the damage assessment class. He teased that damage can only be reported on buildings, which starts to classify the level of EF. This allows the declaration of a potential state disaster.

Mr. Paul asked for confirmation that the latest windstorm did not contain a touchdown. Chief Ortlieb confirmed that there was rotation but no touchdown. There were trees down, but that does not constitute damage. Mr. Paul asked where the path would have been. Chief responded that the path would have included dispatch, UPD, UFD, and the Sheriff's Office. FEMA steps in and the County has a plan for such a contingency, but the City is still working on trying to be fully prepared for such a situation.

Mayor Bean thanked Council for voting on the passed legislation.

Council Clerk Steffan reminded everyone that there is not a Council meeting scheduled for July 4<sup>th</sup> and to time any future legislation according to when it would need to be passed according to the gap in the schedule.

President Hess mentioned the green Ford Ranger truck had been parked in the parking lot across from the Municipal building for a long period of time.

Mr. Thackery moved to enter executive session pursuant to Ohio Revised Code section 121.22(G)(3). Mrs. Bean seconded. Voice vote on approval: all ayes, nays none. Motion passes 7-0.

Council entered executive session at 7:17 pm.

Mr. Thackery moved to resume the normal Council meeting at 7:34 pm. Mrs. Bean seconded. Voice vote on approval: all ayes, nays none.

Ms. Jumper moved to adjourn. Ms. Truelove seconded. Voice vote on approval: all ayes, nays none. Motion passes 7-0.

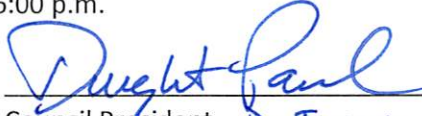
**ADJOURNED AT 7:34 p.m.**

**NEXT SCHEDULED MEETING**

May 2, 2023 at 6:00 p.m.



  
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Council Clerk

  
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Council President Pro Tempore