

✓ APPROVED

**URBANA CITY COUNCIL
PUBLIC HEARING
TUESDAY, JUNE 6, 2023**

President Hess called the Public Meeting to order. This sole topic discussed was adopting the tax budget of the City of Urbana, Ohio, for the fiscal year beginning January 1, 2024 and submitting the same to the County Auditor.

Ms. Boettcher stated it is time to plan for 2024. The tax budget is the revenue side. She indicated she reviews historical data as well as examining contracts in place. The budget must be approved by July 15th and presented to the County. The estimated revenue the general fund for 2024 is a little over \$8 million while the estimated expenses are around \$7.9 million.

Mrs. Collier asked about potential funds the governor would allow for the 2024 eclipse. Ms. Boettcher believed it would be something to apply for, but she hasn't seen anything yet.

President Hess asked about property taxes. Ms. Boettcher stated it was a very small percent.

President Hess called the Public Hearing closed at 6: pm.

**URBANA CITY COUNCIL
REGULAR SESSION MEETING
TUESDAY, JUNE 6, 2023**

President Hess called the City of Urbana Regular Session Meeting to order at 6:05 pm. President Hess absent.

City Staff attending: Director of Administration Kerry Brugger, Director of Finance Chris Boettcher, Mayor Bill Bean, Community Development Manager Doug Crabill, City Engineer Tyler Bumbalough, Police Chief Matt Lingrell 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.

Minutes

Mr. Thackery moved to put the minutes of May 16, 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.

Communications:

1. Oak Dale Cemetery Board Meeting Minutes from March 17, 2023 (See Attached)
2. Shade Tree Commission Minutes from April 14, 2023 (See Attached)

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

Mr. Paul asked about the electronic mapping system for the cemetery. Mr. Brugger stated back in the late 2000s, the City contracted for a database for electronic tracking for cemetery burials. Since then, there had not been a system upgrade. It had been kicked around for a while and decided this was the time to do so. Mr. Brugger stated everything in the system for certain sections should now be mapped electronically. Now looking at where to go from here, whether availability or genealogy, etc. Mr. Paul asked if citizens will be able to look for certain burials electronically. Ms. Boettcher stated that was not available now, but it is something they are looking into for the future.

Mr. Thackery asked about the costs. Mr. Brugger stated this update was approximately \$7,000.

Mr. Paul asked regarding the Shade Tree Commission, how the budget was for tree removal. Mr. Crabill stated the shade tree commission does not do tree removal. Mr. Brugger stated the cemetery has it within their budget for cemetery tree removal.

Mr. Thackery asked about trees in the right of way. Mr. Brugger stated the City only gets involved if it becomes a nuisance.

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

Administrative Reports – Board of Control:

1. The Board of Control recommends Council increase purchase order number 30781 to DL Smith Concrete LLC in the amount of \$2,806.35 due to net change in quantities for the local share of the PY2021 CDBG Curb Ramp Improvements (1st and 2nd Ward Curb Ramps). The purchase order was approved by Council on February 7, 2023 for the amount of \$56,798.00, and charged to the Capital Improvement Fund. **VOTE: 3-0**

Mr. Thackery moved to put this request on the floor for discussion and possible approval. Ms. Jumper seconded.

Mr. Bumbalough stated the project wrapped up and there were slight overages in the balancing. The City needs this approval to close out the project.

No comments/questions from Council.

Voice vote on approval: all ayes, nays none.

2. The Board of Control recommends Council authorize a purchase order to Dave Kehl Chevrolet in the amount of \$64,554.48 for the purchase of a 2024 Chevy Silverado 2500 HD pick-up truck for the Fire Division. The expense will be charged to the Police & Fire Levy Capital Improvement Fund and is in the 2023 budget. **VOTE: 3-0**

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

Chief Ortlieb stated this truck was in the budget for \$62,500. The City tried to find a 2023 vehicle and put in submit for bids, but this was the best offer. This replaces the 2013 vehicle.

Ms. Truelove thanked Chief for explaining the 2024 vehicle. Chief added that this will be an ordered vehicle that will take some time to be delivered.

Voice vote on approval: all ayes, nays none.

3. The Board of Control recommends Council authorize purchase orders to True Inspection Services LLC not to exceed \$408,443.20 for inspection services for the South High Street project (HP – South High Street (PID 112019)). The 2023 expense of \$191,103.20 will be charged to the Capital Improvement Fund and is in the 2023 budget. The 2024 expense of \$217,340.00 will be included in the 2024 budget. **VOTE: 3-0**

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

Mr. Bumbalough stated the City went through the process for bids for the inspection services. This is a full-time inspector to make sure the construction services are correct. Mr. Bumbalough stated it was not in the budget to pay all in 2023. The 2024 expense total is considered a worst-case scenario. Mr. Bumbalough stated True Inspections is local in Urbana and did the inspection of the Johnson building and the Monument Square project.

Mr. Thackery thought it was great to use a local business.

Mr. Paul asked financially if there is some 2023 dollars left over, does the City we need to do a re-appropriation. Ms. Boettcher stated the purchase order would just remain open instead of being closed out at the end of the year.

Mr. Scott asked if this includes all the testing. Mr. Bumbalough stated yes, but the construction contract also contained testing services.

Ms. Jumper appreciates that TIS is on the project.

Ms. Collier asked if testing begins July 2nd for already completed projects. Mr. Bumbalough stated that the initial testing would be gravel compaction and the concrete testing would be as the project progresses. The utility companies would do their own testing.

Voice vote on approval: all ayes, nays none.

Regarding the footnotes, Mr. Paul asked about Bricker Graydon and where we were in the process. Mr. Brugger stated it is moving forward. The City has been awarded judgment and the conduits are starting to be constructed.

Mrs. Bean asked about the pickleball courts. Ms. Boettcher stated the total was \$19,000 and the donation covered \$10,000 of that amount.

Mrs. Collier asked if the judgment included legal fees. Mr. Brugger stated that issue has not been addressed yet.

Citizen Comments: None

ORDINANCES AND RESOLUTIONS

Third Reading:

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)

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

Chief Ortlieb stated the Fire Code is used to mitigate risk in the City. The most common terms for enforcement are the Fire Chief and Fire Marshall. This ordinance allows anyone in the Bureau to have the rank.

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.

Second Reading:

Ordinance 4429-23: An Ordinance adopting the tax budget of the City of Urbana, Ohio, for the fiscal year beginning January 1, 2024; Submitting the same to the County Auditor. (Three readings, public hearing required)

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

Ms. Boettcher stated she did not have anything additional besides what was said at the public hearing.

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

First Reading:

Ordinance 4593-23: An ordinance adopting a statement of services to be provided to two parcels consisting of approximately 7.622 acres, more or less, in Urbana Township proposed for annexation to the City of Urbana by the petitioner, S & L Home Center, Inc. aka S and L Home

Centers, Inc. aka S & L Home Centers, Inc. by its agent, Matthew T. Watson, attorney at law, and declaring an emergency (One reading required)

Mr. Paul moved to place the ordinance on the floor for discussion and possible passage. Ms. Jumper seconded.

Mr. Crabill stated there was a request last fall for S & L to connect to sanitary sewer. A condition was the eventual requirement of annexation. This is the formal process to start the annexation.

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.

Ordinance passes 7-0.

Ordinance 4594-23: An ordinance relating to land use and zoning buffers for two parcels consisting of approximately 7.622 acres, more or less, in Urbana Township proposed for annexation to the City of Urbana by the petitioner, S & L Home Center, Inc. aka S and L Home Centers, Inc. aka S & L Home Centers, Inc. by its agent, Matthew T. Watson, attorney at law, and declaring an emergency (One reading required)

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

Mr. Crabill stated this involves land use and zoning buffers for the proposed annexation. This ordinance also states the City will update its zoning map. He informed Council that they will see that in the future. Finally, he stated an outbuilding will be allowed to continue as non-conforming, but cannot be expanded or rebuilt.

Mr. Paul stated he did not see what it would be zoned as in the future. Mr. Crabill stated would probably be B-2 as it is solely a business use today.

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.

Ordinance passes 7-0.

Resolution 2663-23: A resolution authorizing the Director of Administration of the City of Urbana, Ohio to enter into a partnership agreement for the PY 2023 Community Housing Impact and Preservation Program (CHIP), designating Champaign County to act as the official grantee for said program, and declaring an emergency (One reading required)

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

Mr. Crabill stated every two years there is a grant program where the City and County act as partners for the grant program. This program requires home owner repairs and rehab. It has been successful going back to 1999. The one change with the program with a change in the local case processor, utilizing the similar services from the City of Springfield.

Mr. Paul asked if these were strictly for owner/occupier. Mr. Crabill confirmed, stating there have been issues with rental rehabs working with landlords.

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 2664-23: A resolution to adopt the Solid Waste Management Plan for the Allen-Champaign-Hardin-Madison-Shelby-Union Joint Solid Waste District (One reading required)

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

Mr. Brugger stated the last meeting involved a link to the Solid Waste Management Plan. The plan is required to be updated every five years. The plan is currently in the ratification stage from all counties, townships, and municipalities. Final approval would be from the Ohio EPA by the end of the year.

Mr. Paul asked if this passage is all or nothing. Mr. Brugger stated there is a formula that requires a large number of objections in order for it not to pass.

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 there is a Safety Committee meeting on Thursday at 5:00 pm.

Miscellaneous Business:

Ms. Jumper attended the Memorial Day service at the cemetery this week. She commended the cemetery on how well it looked.

Mr. Paul informed Council it was the 79th anniversary of D-Day from World War II. He thanked all the veterans as the world would be a highly different world without them.

Ms. Truelove stated she has been approached about some locations that are not being provided care. She understands that many people are often stretched. Mr. Brugger explained that he often

explains the facts for situations similar to these. Nothing wrong with being honest and you do the best you can with what you have.

Ms. Truelove asked about the timing of lights. She doesn't appreciate being hung up in the middle of intersections. Mr. Brugger stated she can shoot an e-mail to alleviate some concerns. Mr. Bumbalough stated the age of the system does not help with concerns.

Ms. Truelove also expressed concerns with High Street. Mr. Brugger stated it should be fixed in about sixteen months.

Mr. Thackery reminded everyone that this weekend will be Second Saturday in downtown. He thought the DORA went well with it. He also gave UPD props for the drug bust that occurred recently.

Mrs. Collier expressed concerns for the lawn chairs at the pool not being replaced. Mr. Brugger stated the City will hopefully have a list at the end of the year to address this for next summer.

Mrs. Bean informed Council of the formal ribbon cutting for the Dora and also stated she would be meeting with Elton at the airport on June 14th at 2:30 pm.

Chief Ortlieb stated the fire division has started a summer training initiative.

Mr. Bumbalough stated the crack sealing program has been successfully completed.

Mr. Crabill stated the asphalt contract is out and will hopefully start in August. He added the South High Street construction contract was sent out and is on its way back. He also added that the booster station project at the park and on Water Street is coming along.

Mr. Crabill stated the DORA signage is currently temporary and is working on something permanent.

Mr. Crabill also stated replacing the LED street lights is underway. There are hundreds that need replaced, which is about half the system.

Finally, Mr. Crabill is working on stakeholders for the North Main Street corridor.

Ms. Boettcher stated the 2022 financials were filed within the next couple of weeks. The auditors will be here soon. She also added the new system has gone live.

Mr. Brugger stated the dirt is flying and it should be a busy summer.

Mayor Bean thanked the rotary club for the donation. The pickleball fencing looks really nice. He appreciates these kinds of organizations and their commitment to improving our community.

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

ADJOURNED AT 7:13 p.m.

NEXT SCHEDULED MEETING

June 20, 2023 at 6:00 p.m.





Council Clerk



Council President