

**URBANA CITY COUNCIL
REGULAR SESSION MEETING**

January 2, 2024

(To be held in the Training Room on the 3rd Floor of the Municipal Building)

Urbana City Council meetings are streamed via Facebook Live. These live streams can be found by visiting the City Council of Urbana, Ohio Facebook page via clicking on the link on the City Council's website: <https://www.urbanaohio.com/city-council.html>

All comments must be made in person. Due to this, the ability to comment on City Council Facebook streams will be disabled.

- **Call to Order**
- **Roll Call**
- **Pledge of Allegiance**
- **Annual Organizational Items**
 1. President Pro Tempore Appointment
 2. Council Clerk Appointment
 3. Department Liaison Discussion
- **Approval of Minutes:** Urbana City Council Regular Meeting Minutes of December 19, 2023.
- **Communications:**
 1. 2024 Local Government Officials Conference (E-mailed December 26, 2023)
 2. Excellence in Financial Reporting award from Ohio Auditor of State (See Attached)
- **Board of Control:**
 1. The Board of Control recommends Council authorize the blanket purchase order list for 2024 (see attached). All blanket purchase order amounts are in the 2024 budget. **VOTE: 3-0.**

Citizen Comments: (In Person Only; Must Sign-in)

Ordinances and Resolutions

Old Business:

Third Reading:

Ordinance 4388-24: An ordinance authorizing the Indigent Defense Agreement with the Champaign County Commissioners to allow the City and County to receive partial reimbursement from the Ohio Public Defender Commission for the indigent expenses in the Champaign County Municipal Court. (Three readings required)

Second Reading: None

New Business:

Second Reading: None

First Reading: None

- **Department Liaison Reports:**

- **Miscellaneous Business:**

1. Council
2. Administration
3. Council Clerk

- **Executive Session:** Pursuant to Ohio Revised Code section 121.22(G)(3) for conferencing with an attorney for the public body concerning disputes involving the public body that are subject of pending or imminent court action.

- **Next Meeting:** Tuesday, January 16, 2024

- **Adjourn**
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**URBANA CITY COUNCIL
PUBLIC HEARING
TUESDAY, DECEMBER 19, 2023**

President Hess called the Public Meeting to order. This sole topic discussed was amending Chapter 171, Municipal Income Tax, to conform with the amendments to Chapter 718 of the Ohio Revised Code and adopting the Regional Income Tax Agency Rules and Regulations.

Ms. Boettcher stated that as the City is transitioning to RITA, RITA has reviewed our current income tax ordinance and determined that the recent House Bill changes need to be adopted by the end of the year. The City has determined that the best choice is to adopt the RITA model ordinances.

No public comments during the public hearing.
No Council questions/comments during the public hearing.

President Hess called the Public Hearing closed at 6:02 pm.

**URBANA CITY COUNCIL
REGULAR SESSION MEETING
TUESDAY, DECEMBER 19, 2023**

President Hess called the City of Urbana Regular Session Meeting to order at 6:02 pm.

City Staff attending: Director of Administration Kerry Brugger, Mayor Bill Bean, Director of Director of Finance Chris Boettcher, Director of Law Mark Feinstein, City Engineer Tyler Bumbalough, Community Development Manager Doug Crabill, 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 December 5, 2023 on the floor for discussion and possible approval. Mr. Scott seconded.

Mr. Thackery mentioned a misprint of the Call to Order. Council Clerk Steffan indicated it will be corrected for the final print.

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

Communications:

1. CDC of Ohio, Inc. letter dated December 4th, 2023 (See Attached)

Mr. Paul moved to place the communication on the floor for discussion and possible acceptance. Mr. Thackery seconded.

Mr. Crabill indicated the City has had a CHIP since 1999. Unfortunately the City will no longer be able to have it as the grant is no longer available for the City. Mr. Crabill added that the City is able to apply in program year 24 with the County next year.

Voice vote on acceptance of communication: All ayes, nays none.

Administrative Reports – Board of Control: None

Citizen Comments:

Lynn Mintchell (904 S. High St.): Ms. Mintchell expressed concern at flashing light crosswalks in the downtown area. She inquired as to if she needs to wait for the flashing lights to stop before crossing or if she is free to proceed after any pedestrians clear the crosswalk.

ORDINANCES AND RESOLUTIONS

Third Reading:

Resolution 2433-23: A resolution to appropriate money for the several objects and purposes which the City of Urbana, Ohio must provide for the fiscal year ending December 31, 2024. (Three readings required)

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

Ms. Boettcher stated that this resolution is the annual appropriation for the 2024 budget. She appreciated everyone meeting with her to go over the budget and go through the line items in great detail.

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.

Resolution passes, 7-0.

Second Reading:

Ordinance 4600-23: An ordinance to amend Chapter 171, Municipal Income Tax, to conform with the amendments to Chapter 718 of the Ohio Revised Code and adopting the Regional Income Tax Agency Rules and Regulations. (Three readings required, Suspension of rules requested to allow passage on second reading, Public Hearing required)

Mr. Scott moved to suspended the rules for this ordinance and allow passage on the second reading. Mr. Thackery seconded.

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

Suspension passes, 7-0.

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

Ms. Boettcher spoke to this ordinance at the public hearing.

Mr. Paul asked for clarification that this was solely changing the process as opposed to changing tax rates. Ms. Boettcher confirmed.

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.

Ordinance passes, 7-0.

Ordinance 4388-24: An ordinance authorizing the Indigent Defense Agreement with the Champaign County Commissioners to allow the City and County to receive partial reimbursement from the Ohio Public Defender Commission for the indigent expenses in the Champaign County Municipal Court. (Three readings required)

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

Mr. Feinstein stated this was a housekeeping ordinance to allow the agreement with the County Commissioners to provide attorneys to indigent defendants forailable offenses.

No comments/questions from Council.

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

First Reading:

Resolution 2623-23: A resolution to amend Resolution 2433-22 to modify or increase appropriations within various funds of the City of Urbana, Ohio for current expenses during the fiscal year ending December 31, 2023. (Supplemental Appropriations) (Suspension of rules required)

Mr. Thackery moved to suspended the rules for this ordinance and allow passage on the first reading. Ms. Jumper seconded.

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

Suspension passes, 7-0.

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

Ms. Boettcher stated this was housekeeping for the budget process. The supplemental appropriations are increases and decreases to individual departments.

Mr. Thackery likes the line items that are well below over slightly above.

Mr. Paul stated that it appears to be just rebalancing accounts. He asked if the City is still in the position it thought it would be. Ms. Boettcher indicated it was, with the vast majority of the mentioned funds being the \$1.2 million from ARPA that was not previously noted.

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

Resolution passes, 7-0.

Resolution 2680-23: A resolution declaring the necessity of constructing or repairing sidewalks, curbs, and/or gutters along at least portions of Lincoln Place, Lafayette Avenue, Gwynne Street and S. Main Street, and declaring an emergency. (One reading required)

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

Mr. Bumbalough stated this was the City's yearly sidewalk, curb, and gutter program. He indicated the City is only doing piecemeal work this year with no major roads. He stated that Lincoln and Lafayette will include all but two homes. Mr. Bumbalough stated that thirty-two houses have already opted into the City program with forty-five houses already completing work with private contractors. The City will send certified letters for those that have not completed or opted in to City program, with the final deadline being April 26th.

Mr. Paul stated that he was directly affected and would abstain from discussion and voting.

Mr. Scott asked when the next round of letters go out. Mr. Bumbalough stated the goal was this week. He added that these letters would be certified, while the last round of letters were regular fist class mail.

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

Resolution passes, 6-0. (One abstention)

Resolution 2681-23: A resolution amending the community reinvestment area agreement and business income tax incentive agreement by and between the City of Urbana, the Sutphen Corporation, and Sutphen Realty, LLC, 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 the original CRA was approved when Sutphen originally planned the project. He noted there was a delay with the completion of the project, which was contradicting the tight completion window that was previously described. He added this amendment is necessary to keep the CRA.

Mr. Paul asked if Council had previously seen the number or if they had been updated with this version. Mr. Crabill answered this version as the current information was able to be worked into the agreement.

Mr. Thackery asked what would happen if the City did not pass this resolution. He did not want to stir that hornets' nest.

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

Resolution passes, 7-0.

Resolution 2682-23: A resolution enacted by the City of Urbana, Champaign County, Ohio to authorize the Director of Administration to make application to the Ohio Department of Development under the Water and Wastewater Infrastructure Grant Program for the Upper Valley Pike/State Route 29 Sanitary Force Main Project, 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 this resolution is to apply for a grant to replace the sanitary sewer force main on State Route 29 west over State Route 296, out Upper Valley Pike to Trutec. Mr. Crabill indicated it had reached the end of its useful life. Mr. Crabill added that this would also connect to the City's water plant on 29 west and would allow the City to not need a discharge permit as it could be treated in-plant.

Mr. Scott asked if the grant would replace everything, even standardizing the piping. Mr. Crabill indicated that would be the plan, including going from a 5" pipe to a 6" pipe.

Mrs. Collier asked when we would have an answer on the grant application. Mr. Crabill answered by April, with the City still having to pay for its own design process.

Mr. Thackery asked what the overall cost would be. Mr. Crabill indicated the whole project would be a multi-million-dollar process.

President Hess asked if the City would have to raise sewer rates. Mr. Crabill stated that if the grant process works, the City would not need to raise rates. If the City is not approved, we would have to look into other sources.

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

Resolution passes, 7-0.

Resolution 2683-23: A resolution enacted by the City of Urbana, Champaign County, Ohio to authorize the Director of Administration to make application to the Logan-Union-Champaign Regional Planning Commission (LUC) under the SFY2024-2025 Regional Transportation Improvement Program (RTIP) for supplemental grant funding through the Surface Transportation Block Grant Program (STBG) for the CHP-Urbana Bike Trail safety improvements (ODOT PID #115978) and for the CHP-Court Street Bridge (ODOT PID #115394), and declaring an emergency. (One reading required)

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

Mr. Crabill stated the second cycle of block grant money is requested to be put into actual projects. The City is asking for the allocation of grant funds for the next two projects in 2024 and 2025. Mr. Bumbalough stated that two projects are eligible for two years. Because of the short turnaround, these are projects that need to be already in the pipeline. Mr. Bumbalough stated the bike trail crossing has already been awarded grants that have paid for most of the design. He added the Court Street bridge is the other project, and the City has already for the design process. Mr. Bumbalough mentioned the City would need real estate money for right of way purchases. He added the larger request will be construction on the Court Street bridge, due to inflation from originally planning three to four years before construction.

Mrs. Bean asked if the bridge was at Court and Russell. Mr. Bumbalough confirmed, stating it was a buried bridge and cannot be seen aerially.

Mr. Paul asked if the City was treating these as one item and needing to determine priority of only a partial grant was awarded. Mr. Crabill stated these were separate applications and the City would see which ones, if any, would be approved.

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

Resolution passes, 7-0.

Special Recognition of Outgoing President Marty Hess by Mayor Bean

Mayor Bean thanked President Hess for his dedication and leadership to the City of Urbana and presented him with a plaque for his 34 years of service on the Urbana City Council.

Department Liaison Reports:

Mrs. Collier indicated there would be a Safety Meeting on January 11, 2024, with the main topic for discussion being the April eclipse.

Miscellaneous Business:

Mrs. Bean wished to reiterate her thanks to President Hess.

Mr. Thackery also thanked President Hess and couldn't imagine that many years. He also thanked Ms. Boettcher for sitting down about the budget and Chief Ortlieb for the fire department Christmas party.

Ms. Truelove stated President Hess was leaving too soon and appreciated everything.

Mr. Paul thanked President Hess and stated he has learned a lot over the years. He was also hopeful in have a third ward representative elected in March and told Council to start thinking of any changes they wished to see.

Mr. Scott also issued his thanks for a "relatively decent job". He also thanked all the people on Council for putting up with President Hess for 34 years.

Ms. Boettcher thanked Council for passing the legislation.

Mr. Feinstein informed Council of the special connection he shares with President Hess as he was born the same year President Hess took office. (Supposedly)

Mr. Crabill stated the City will have another North Main Street public meeting on January 18th at 6 pm.

Mr. Bumbalough stated the plans and specs are filed with the Council Clerk and he is available for inspections.

Chief Ortlieb stated he has a lot of information about the eclipse he will present at the Safety meeting. He also stated the fire department has placed a conditional offer for an employee.

Mr. Brugger stated the brief winter storm has ended the leaf collection. He also appreciates department heads locating grants as it has really paid dividends for the community.

Mayor Bean stated he shouldn't be telling some of the stories he has with President Hess. He indicated President Hess is the longest serving Urbana Council member. Mayor Bean also wished everyone a Merry Christmas and a Happy New Year.

Council Clerk Steffan also thanked President Hess and informed everyone the swearing-in ceremony for all the new terms was completed and everyone is good to go for the new year.

President Hess stated he started in this room and it was good to end in this room. He stated a lot has changed over thirty-four years. He added he always tried to do everything for the people and he has had a pleasure.

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

ADJOURNED AT 7:07 p.m.

NEXT SCHEDULED MEETING

January 2, 2024 at 6:00 p.m.

Council Clerk

Council President



THE STATE OF OHIO



KEITH FABER
OHIO AUDITOR OF STATE

OHIO AUDITOR OF STATE AWARD

Presented to

City of Urbana

This award is presented for excellence in financial reporting in accordance with Generally Accepted Accounting Principles (GAAP) and compliance with applicable laws for the fiscal year ended 2022.

The citizens you represent are well-served by your effective and accountable financial practices.



A handwritten signature in blue ink that reads "Keith Faber".

Keith Faber, Auditor of State

Account#	Department	Vendor	Vendor#	Description	2024 Purchase Order Amount
100-115-527-221	Misc Non-Dept	CCTSS, LLC	664	2024 IT Support	\$ 84,000.00
200-117-543-231	Airport	Purvis	6745	Airport Fuel for Resale	\$ 175,000.00
605-130-529-207	Water	EJ Prescott	2901	2024 Blanket PO for supplies	\$ 65,000.00
610-135-543-203	Water Reclamation Facility	SNF	7545	2024 Blanket PO for polydone	\$ 75,000.00

BB 12/27/23

KB 12/27/23

CB 12/27/23

ORDINANCE NO. 4388-24

AN ORDINANCE AUTHORIZING THE INDIGENT DEFENSE AGREEMENT WITH THE CHAMPAIGN COUNTY COMMISSIONERS TO ALLOW THE CITY AND COUNTY TO RECEIVE PARTIAL REIMBURSEMENT FROM THE OHIO PUBLIC DEFENDER COMMISSION FOR THE INDIGENT EXPENSES IN THE CHAMPAIGN COUNTY MUNICIPAL COURT. (Three (3) Readings Required)

Department Requesting: Administration

Sponsor: Dwight Paul

WHEREAS, an Agreement has been reached and proposed to be entered into by and between the Champaign County Board of County Commissioners and the City of Urbana; and

WHEREAS, that Agreement is attached hereto and designated as “Exhibit A” in unsigned form; and

WHEREAS, the City recognizes its responsibility under the laws of the State of Ohio and the United States of America to provide legal counsel to indigent persons charged with a violation of a City Ordinance for which the penalty or any possible adjudication includes the potential loss of liberty; and

WHEREAS, the County has created an appointed counsel system for this municipality whereby individual attorneys are assigned on a case by case basis for indigent defendants who qualify; and

WHEREAS, the County Commissioners, pursuant to Ohio Revised Code §120.33 and Ohio Administrative Code §120-1-09, may, by a resolution, enter into a contract with a City to provide effective representation of indigent persons charged with a violation of an ordinance of the City; and

WHEREAS, the County has established a schedule of fees on an hourly basis to be paid to counsel for legal services provided under the Agreement attached;

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Urbana, County of Champaign and State of Ohio:

SECTION ONE:

That the Director of Administration is hereby authorized and directed to enter into the attached Agreement on behalf of the City of Urbana, Ohio.

SECTION TWO:

That all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of the Council and that all deliberations of the Council and any of the decision-making bodies of the City of Urbana which resulted in such formal actions were in meetings open to the public in compliance with all legal requirements of the City of Urbana.

President, City of Urbana Council

PASSED: _____

ATTEST: _____
Clerk of Council

This Ordinance approved by me this ____ day of _____, 2024.

Mayor, City of Urbana

REVIEWED:  11/29/23
Director of Law Date

Jumper: ____ Yay ____ Nay ____ N/A

Scott: ____ Yay ____ Nay ____ N/A

Paul: ____ Yay ____ Nay ____ N/A

Truelove ____ Yay ____ Nay ____ N/A

Thackery: ____ Yay ____ Nay ____ N/A

Collier: ____ Yay ____ Nay ____ N/A

Bean: ____ Yay ____ Nay ____ N/A