



APPROVED

**URBANA CITY COUNCIL
REGULAR SESSION MEETING
TUESDAY, FEBRUARY 4, 2025**

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

City Staff attending: Director of Law Mark Feinstein, Director of Administration Kerry Brugger, Director of Finance Chris Boettcher, Fire Chief Dean Ortlieb, and Police Chief Matt Lingrell

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

Minutes

Mr. Thackery moved to put the minutes of January 21, 2025 on the floor for discussion and possible approval. Ms. Jumper seconded.

No comments/questions from Council regarding the minutes.

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

Communications:

1. Champaign County Municipal Court 2024 Annual Report (See Attached)

Council did not move to remove the communication from the consent agenda.

Administrative Reports – Board of Control: None

Citizen Comments: None

ORDINANCES AND RESOLUTIONS

Third Reading: None

Second Reading:

Ordinance 4397-25: An ordinance establishing the salary and benefits for the Fire Chief for the City of Urbana. (Three readings required)

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

Mr. Brugger stated he would provide a general statement, as these ordinances are very similar. He stated these ordinances happen every three years after the City finishes the labor contracts. He noted the City is changing the range and effective date.

Ms. Truelove asked for clarity on who determines the range. Ms. Boettcher responded that with salary positions, it is normal to have a range. She added that new hires typically start on the lower end. Ms. Truelove asked for clarification on who sets who sets the specific dollar figures. Mr.

Brugger stated the Directors provide a recommendation. He explained further that the City adjusts the range in accordance with historical data and the basic cost of living adjustments.

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

Ordinance 4398-25: An ordinance establishing the salary and benefits for Assistant Fire Chief for the City of Urbana. (Three readings required)

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

Mr. Brugger stated that this ordinance adjusts the effective dates and the salary range. He added that currently, the position is open, but the City wanted to keep it in the process.

Council did not have any comments/questions.

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

Ordinance 4399-25: An ordinance establishing the salary and benefits for the Central Staff Employees of the City of Urbana. (Three readings required)

Mrs. Collier moved to put this ordinance on the floor for discussion. Ms. Jumper seconded.

Mr. Brugger stated this ordinance covers all City employees not in a union or the directors. He stated the summary lists items in bold which are changes from the previous ordinance. He noted the City readjusted the table and provided a market adjustment and four percent increase the first year, with 5% adjustments for the second and third years. He also stated the City removed the requirement of having EPA license. If a job needs it, a candidate would have to have it, but there will not be a requirement to have one just in case.

No comments

Council did not have any comments/questions.

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

Ordinance 4400-25: An ordinance establishing the salary and benefits for the Police Chief of the City of Urbana. (Three readings required)

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

Mr. Brugger stated this ordinance only adjusts the salary range and the dates. Everything else remains the same.

Council did not have any comments/questions.

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

Ordinance 4401-25: An ordinance establishing the salary and benefits for the Police Lieutenant of the City of Urbana. (Three readings required)

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

Mr. Brugger stated this ordinance adjusts the salary range and the dates. He informed Council that everything else remains the same.

Council did not have any comments/questions.

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

Ordinance 4405-25: An ordinance fixing salary and other benefits for the Director of Administration. (Three readings required)

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

Mr. Brugger stated that once again, this ordinance only adjusts the dates and range. He added that all the Mayor establishes the rates within that range.

Council did not have any comments/questions.

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

Ordinance 4406-25: An ordinance fixing salary and other benefits for the Director of Finance. (Three readings required)

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

Mr. Brugger stated that once again, this ordinance only adjusts the dates and range.

Council did not have any comments/questions.

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

Ordinance 4407-25: An ordinance fixing salary and other benefits for the Director of Law. (Three readings required)

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

Mr. Brugger stated that once again, this ordinance only adjusts the dates and range.

Council did not have any comments/questions.

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

First Reading: None

Department Liaison Reports:

Mrs. Collier stated there would be a Safety Meeting this Thursday, February 6th at 5 pm.

Mr. Thackery stated that Economic Development has been moving forward with the Main Street committee.

Miscellaneous Business:

Chief Lingrell announced the upcoming retirement of Shawn Schmidt, a 25-year sergeant, on March 3rd. He stated there would be a small ceremony on February 28th from 11:30 am – 2 pm.

Chief Ortlieb stated the weather services has predicted ice for Wednesday night. He urged everyone to make preparations beforehand.

Ms. Boettcher stated employee W2s were mailed last week. She added they were also sent via the employee portal and urged everyone to log in.

Mr. Brugger stated that the portal is pretty simple to use. He also stated there have been sporadic water main breaks during this time of year and gave Public Works credit for staying on it.

President Paul reminded everyone the Ethics Commission filing is due May 15th.

Mr. Thackery gave an “attaboy” to the police division for their support at the Café.

Mr. Thackery moved to enter Executive Session pursuant to Ohio Revised Code section 121.22(G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the public employee, official, licensee, or regulated individual requests a public hearing. Ms. Jumper seconded.

Roll call to enter Executive Session: Mr. Davis, yes; Ms. Truelove, yes; Mr. Thackery, yes; Mrs. Collier, yes; and Ms. Jumper, yes.

Council entered Executive Session at 6:20 pm.

Ms. Jumper moved to return to normal session at 6:38 pm. Mr. Davis seconded. Voice vote on return: all ayes, nays none.

Ms. Jumper moved to adjourn. Mr. Davis seconded. Voice vote on approval: all ayes, nays none.

ADJOURNED AT 6:39 p.m.

NEXT SCHEDULED MEETING
February 18, 2025 at 6:00 p.m.





Council Clerk



Council President