

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



**APPROVED**

President Paul 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, Superintendent of Public Works Chad Hall, Fire Chief Dean Ortlieb, Police Chief Matt Lingrell, and City Engineer Tyler Bumbalough

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

**Minutes**

Mr. Thackery moved to put the minutes of February 4, 2025 on the floor for discussion and possible approval. Mr. Scott seconded.

No comments/questions from Council regarding the minutes.

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

**Communications:**

1. Safety Meeting Minutes from February 13, 2025 (See Attached)

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

**Administrative Reports – Board of Control:**

1. Board of Control recommends Council authorize a purchase order to Peterson Construction in the amount of \$53,528.00 for labor costs to replace the south screw pump upper and lower bearings and the gearbox on the north screw pump located at the Water Reclamation Facility. This expense will be charged to the Sewer Fund and is in the 2025 budget. (see attached) **VOTE: 3-0**

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

Mr. Hall stated that last year the City purchased the parts to do job. The City opted to wait until the first quarter of 2025 due to budgetary concerns. Mr. Hall stated that the pumps have about an average of 30,000 hours on them (14.5 years), while the life expectancy is 10 years. He added the project takes cranes and multiple man hours to fix.

Mr. Thackery stated it was better to perform maintenance than to fix once they break down. Mr. Scott asked how much city time was required for this project. Mr. Hall stated the City should not have much other than a little bit of electrical. He added that mainly the City does not have the equipment to do this work.

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

**Citizen Comments:** None

## **ORDINANCES AND RESOLUTIONS**

**Third Reading:** None

**Second Reading:** None

**First Reading:**

**Ordinance 4615-25:** An ordinance to amend Chapter 141 of the Codified Ordinances. (Three readings required, public hearing required)

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

Chief Ortlieb stated this ordinance is recommending updates to two sections: Indemnity EMTs and billing for ambulatory services.

He informed Council the last update to 141.03 was in 1984. The update would be to remove Box 13, as they are not specifically affiliated with UFD.

In regards to 141.04, the City is trying to maximize billing at the division. This section was last updated in 2019. Chief Ortlieb reminded Council the City has transitioned to Ohio Billing, and this update would call for a dynamic fee structure as opposed to static. He further explained that each insurance company has contractual adjustable rates and the City is trying to dig down to maximize revenue.

Chief Ortlieb added that the City anticipates a 10-15% increase in revenue within a year.

Mrs. Bean commented that the schedule of fees was not finished yet. Chief Ortlieb stated those figures are adjusted in January, February, and March.

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

**Ordinance 4616-25:** An ordinance to amend Chapter 1307 of the Codified Ordinances. (Three readings required, public hearing required)

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

Mr. Brugger stated he has been meeting with zoning, the health department, fire, and police to talk about challenges. He stated there have been discrepancies with building regulations being able to address contractors and whether they are registered. This ordinance would put language into our ordinances so building regs can enforce that contractors are up to code.

Mr. Feinstein added that the chief complaint is that the City cannot make contractors stop work because there is not any legislation to allow a stop work order. He added that this issue was last addressed 25 years ago. This ordinance gives enforcement teeth to be able to assist when needed.

Mr. Thackery asked about County enforcement within the City. Mr. Feinstein explained the County's authority to enforce comes from 1307. He stated the City is trying to give authority so the County can enforce.

Mrs. Bean asked who enforces the codes. Mr. Feinstein stated a stop work order would be issued by Dana Boulrier in conjunction with the Director of Administration. Mr. Brugger added that Dana acts on the City's behalf.

Mr. Scott stated he was concerned with the appeal process. Five days to respond doesn't seem like enough. Mr. Feinstein stated a standard appeal can be between 10-14 days. Mr. Thackery asked if that was consistent with the County. Mr. Feinstein confirmed it was.

Mr. Scott made a recommendation of 10 days. Mr. Feinstein stated the City has to certify the appeal after receipt. Mr. Scott had no problem expanding the three days of notice of appeal. Ms. Jumper replied a week sounded appropriate.

Mr. Scott asked who has to register. Mr. Brugger answered that according to the county, anyone doing work, with a focus on construction. Mr. Feinstein stated there was an exception for a homeowner, who wouldn't necessary need registration but would need proper permits.

Mr. Feinstein stated the City wouldn't get to the stop work order unless the process gets that far. He added that the stop work order goes away while the appeal is pending.

Mr. Thackery asked what would happen if a contractor violated the stop order. Mr. Feinstein stated it would go to court for injunctive relief. Mr. Scott was ok leaving the time periods as written. Council agreed.

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

**Ordinance 4617-25:** An ordinance determining to proceed with the improvement of North Main Street between Washington Avenue/Gwynne Street and Dellinger Road in the City of Urbana, County of Champaign, Ohio by constructing or repairing curbs, gutters, driveway approaches, and declaring an emergency. (Three readings required)

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

Mr. Bumbalough stated the next step in the process is to bring this ordinance for improvement. He added that the City is currently out to bid with a couple weeks to go before bids are due.

No comments/questions from Council.

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

**Resolution 2707-25:** A resolution approving and adopting the Countywide Hazard Mitigation Plan prepared by the Director of the Champaign County Emergency Management Agency and Resource Solutions Associates, LLC. (One reading required)

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

Mr. Brugger stated that every five years, the County mitigation plan needs to be updated. He added that this resolution was more ceremonial than anything. He stated the County

Commissioners have already adopted the plan and it was now the municipalities' turn. Chief Ortlieb added that as long as everyone complies, it allows FEMA to come in emergencies.

No comments/questions from Council.

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

Resolution passes 7-0.

**Department Liaison Reports:**

Mrs. Collier stated the next Safety meeting will be held Thursday, May 15<sup>th</sup>  
Mrs. Bean stated TIRC was meeting Thursday morning to review the CRAs.  
Ms. Jumper informed Council the Cemetery board meeting would be Friday, March 21<sup>st</sup>

**Miscellaneous Business:**

Ms. Truelove stated she was honored to attend the Barbara Howell conservancy gala.

Mr. Thackery stated lots of good things were happening with Planning Commission.

Chief Ortlieb stated one of the newer firefighters resigned. He added the last time the City was with full man power and no one on probation was 2000.

Mr. Bumbalough stated the City currently has three bids out. He added that two are due back March 11<sup>th</sup>, with the third one due March 18<sup>th</sup>

Mayor Bean stated that he and Mrs. Bean also attended the conservancy gala. He added that it will hopefully grow and really become part of the area in Urbana.

Council Clerk Steffan gave a shout-out to the Urbana High School Division 2 state champion girls' bowling team.

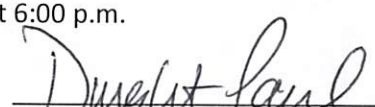
President Paul reminded everyone the Ethics Commission filing is due May 15<sup>th</sup>. Council indicated that everyone has filed.

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

**ADJOURNED AT 6:39 p.m.**

**NEXT SCHEDULED MEETING**

March 4, 2025 at 6:00 p.m.

  
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Council Clerk  
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Council President