

**URBANA CITY COUNCIL
PUBLIC HEARING
TUESDAY, MARCH 18, 2025**



APPROVED

President Paul called the Public Meeting to order. This first topic discussed was the amendment to Section 141 of the Codified Ordinances of the City of Urbana, Ohio.

Chief Ortlieb stated that the first amendment would be to 141.03, regarding the indemnity of EMTs, which had not been updated since 1984. He stated it removes Box 13 from the ordinance, which is a separate non-profit that is not affiliated with the City.

Chief Ortlieb stated the second amendment involved billing, which was last updated in 2019. Previously, it was based on percentage increases by the billing company at the time. Chief Ortlieb explained that the new billing company showed a loss of potential revenue. This amendment would implement a dynamic fee structure. He added that the City would like to develop the amount to be maximized by billing company, which would commonly be adjusted annually.

Chief Ortlieb also stated this would add the ability to send non-resident delinquent accounts to the Attorney General. He anticipates a 10-15% billing increase by end of the year.

Mrs. Bean asked if the amount would be \$500,000 added. Ms. Boettcher stated it would be 10% of \$500,000, with Chief Ortlieb adding that it would go to the general fund.

The second topic was the amendment to Section 1307 of the Codified Ordinances of the City of Urbana, Ohio.

Mr. Feinstein stated Chapter 1307 governs the registration of contractors, which has not been updated in 25 years. He stated the present ordinance lacks adequate language to allow for a stop work order. He added there is a homeowner exception.

Mr. Feinstein stated the main change is regarding application and disqualification. There are a number of potential remedies added. He reminded Council that the Building code is enforced by the County by contract with the City.

There were no comments from the public.

President Paul called the Public Hearing closed at 6:09 pm.

**URBANA CITY COUNCIL
REGULAR SESSION MEETING
TUESDAY, MARCH 18, 2025**

President Paul called the City of Urbana Regular Session Meeting to order at 6:09 pm.

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

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. Scott moved to put the minutes of March 4, 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. Salary Commission Meeting Minutes from March 10, 2025 (See Attached)

Mrs. Bean moved the have the communication removed from the consent agenda for discussion.

Zac Fiely from the Salary Commission was present to elaborate on the recommendations. He stated the main concern of the commission was OPERS benefits. Mr. Fiely stated that in order to receive OPERS contributions for full years, there is a minimum amount a council member would have to make. He added that after talking to other Councils, the Salary Commission believes it is a very important benefit.

The recommendation would be that Council receive a raise with the new terms for \$9500 per year. He added that it would put the Commission in a position that it would not need to updated every year.

Mr. Fiely stated the recommendation would be to keep the Mayor's salary the same. He indicated that with the recent raise, the salary is consistent with other municipalities and the responsibilities the role requires.

Mrs. Bean stated she believes the conclusion is a good idea because currently Council is not receiving the value of OPERS. Mr. Fiely reiterated that the benefit seemed to be a very big concern. Mr. Feinstein reminded Council that the Ohio constitution prohibits raises for any in-term position.

Mr. Fiely added that the recommendation for Council president would be \$10,700 per year, which is consistent with the position already receiving \$1,200 more a year than Council members.

Administrative Reports – Board of Control:

1. The Board of Control recommends Council authorize a purchase order to The Champaign Family YMCA in the amount of \$97,551.00 for the management of the Wendell Stokes Municipal Pool for the 2025 season (see attached). This expense will be charged to General Fund – Pool, and is in the 2025 budget at \$67,000.00. **VOTE: 3-0**

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

Mr. Brugger stated this will be the ninth year the Y has managed the pool for the City, adding the City is not the pool experts. He stated the City is responsible for upkeep and maintenance. Mr. Brugger stated the Y does an excellent job of treating the pool as if it was their own operation. Mr. Brugger added the Y has come under budget each year. This year, the Y came in with a \$2,500 adjustment, which the City felt was very reasonable.

Mr. Scott asked why the City only budgeted for \$67,000. Ms. Boettcher explained that the City usually budgets around revenue, not total expenses, which is close to what it came to last year.

Mrs. Collier asked if the pool received new chairs. Mr. Brugger explained that they tried to last year, but were gone by the time the City went to purchase them. He added that Joanne Petty, who will be managing the pool, is taking an inventory of what the City has, and we'll see what recommendation will come from it.

Mr. Thackery asked about pool management services. Mr. Brugger explained it is done in house at the Y, and it goes towards their internal staff.

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.

Board of Control Item #1 approved 7-0

2. The Board of Control recommends Council authorize a purchase order to Public Entities Pool in the amount of \$291,933.00 for one year to cover the cost of property and casualty insurance. This is a 26% increase over the 2024 premium (see attached comparison). This expense will be charged to departmental insurance accounts and is in the 2025 budget at \$255,000.00. **VOTE: 3-0**

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

Ms. Boettcher stated this item covers liability insurance for City buildings, personal property, vehicles, etc. She added that in the Fall of 2024, PEP came on site and did an appraisal. She stated that the appraisal values for the buildings went up, so the premiums went up. She added that the rate that the insurance charged per dollar of value did not change, and the increase is based solely on more value being covered.

Mr. Scott asked if the City received a second opinion from another firm. Ms. Boettcher stated that PEP paid for the appraisal service, so it was no added cost to the City. She added that the appraisal was completed by a third party, not actual PEP employees. She stated this was presented as a benefit to the City.

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

Board of Control Item #2 approved 7-0

3. The Board of Control recommends Council authorize a purchase order to Park Enterprise Construction Company, Inc. for the CHP-Urbana Bike Trail Safety Improvements project (ODOT PID #115978) in an amount not to exceed \$808,523.00, which includes a 10% contingency on the total bid price. Park Enterprise Construction Company, Inc. was the only bid received at \$735,021.00. The City share of this expense will be charged to the Capital Improvement Fund and is in the 2025 budget (see attached). **VOTE: 3-0**

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

Mr. Brugger stated the City received one bid, which was 11.7 % over engineer estimate. He added that ODOT was able provided additional funding. Mr. Brugger stated the winning bidder has favorable references. He also reminded Council the City is obligated for a 10% match. He added the key for the project is to get in and out with N. Main Street before ODOT completes its paving.

Mr. Scott commented that he wished the City could get more bidders.

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

Board of Control Item #3 approved 7-0

Citizen Comments: None

ORDINANCES AND RESOLUTIONS

Third Reading: None

Second 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 he did not have anything to add from the public hearing.

Council did not have any comments/questions.

President Paul declared this ordinance to have had its second 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. Mr. Scott seconded.

Mr. Feinstein stated he did not have anything to add from the public hearing.

Ms. Truelove asked once the stop work order is issued, who can lift it. Mr. Brugger stated that Building Regulations has a contract to handle the City's building code.

Mr. Thackery asked how the City anticipates reporting. Mr. Brugger stated the process would be similar to nuisances. The City is hoping people will be honest, with legitimate contractors submitting paperwork. He added that if they don't, they would have to be caught or complaint driven. Mr. Feinstein added that a lot comes from the inspection piece

President Paul declared this ordinance to have had its second 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. Scott moved to put this ordinance on the floor for discussion. Mr. Davis seconded.

Mr. Brugger stated the City recently passed the resolution of necessity. He stated this is the ordinance to proceed with the project.

Ms. Jumper asked if a homeowner wants to have their own contractor complete the work, when do they have to submit notification. Mr. Brugger believed it was not possible for curb and gutter work, but could with sidewalks. He indicated he would verify with City Engineer Tyler Bumbalough.

Ms. Jumper also stated that she knew of two new owners from the previous property list. Ms. Boettcher responded that the properties would not be assessed until September.

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

First Reading:

Resolution 2708-25: A resolution to authorize the Mayor or designee to apply to the Champaign County Commissioners under the program year 2025 Community Development Block Grant (“CDBG”) Community Development Allocation & Critical Infrastructure programs for the City’s Phase 3 Water Replacement Project-Grimes Neighborhood, and declaring an emergency. (One reading required)

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

Mr. Brugger stated that there continues to be a problem with emergency calls in that neighborhood. He stated the City would like to tee it up again and move the project forward. He added that this is the first step in lining up different grant opportunities to get the project moving. Mr. Brugger stated that construction would potentially start in 2027.

No comments/questions from Council.

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

Resolution passes 7-0.

Resolution 2709-25: A resolution accepting the report of the Tax Incentive Review Council (TIRC) from their March 6, 2025 meeting regarding the status of the Enterprise Zone and Community Reinvestment Area agreements and to accept the recommendations of the TIRC concerning said agreements, and declaring an emergency (One reading required)

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

Mr. Brugger stated the purpose of the review is to examine the agreements in place to make sure the businesses are in-compliance for tax purposes. He added that all of the companies were approved to continue. He explained that Phoenix Ag/Navistar has worked out an amendment to the agreement that is in the process of being approved due to not having the volume of production required to sustain the agreement.

Mrs. Bean stated it was a pretty uneventful meeting, with everyone following what they are supposed to do.

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

Resolution passes 7-0.

Department Liaison Reports:

Mrs. Bean stated Planning Commission would be meeting next Monday. She added it would be a pretty in-depth meeting with going over the binder for Dugan Place.

Miscellaneous Business:

Mrs. Bean moved to accept the recommendation of the Salary Commission to increase the yearly Council member rate to \$9,500 per year and to take affect with newly-elected terms. Mrs. Collier seconded.

Ms. Truelove thanked Salary Commission for their hard work.

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

Council member salary approved 7-0.

Mrs. Bean moved to accept the recommendation of the Salary Commission to increase the yearly Council President rate to \$10,700 per year and to take affect with a newly-elected term. Ms. Jumper seconded.

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

Council President salary approved 7-0.

Chief Lingrell stated the City was in the application phase for the next officer, with the deadline to apply being March 28th.

Chief Ortlieb stated that Fire Marshall Chris Jones had put in his letter of resignation effective at end of May.

Mr. Brugger stated the City was getting a head start on the street sweeping. He added that they were trying to trim tree limbs as well along roadways.

Mr. Brugger also stated the City has been busy getting bids out. He also indicated S. High St. had a recent meeting to ramp up that project for the year.

Ms. Jumper asked if the intersection at Hovey and High St. at the drain will have the drain removed as the whole intersection is flooding.

She also asked if there was an update on the compost facility. Mr. Brugger stated it was open now, M-F 7:30 to 3:00. He also added that it will open on Saturdays later in the year.

Ms. Jumper also stated Spring clean-up starts tomorrow at Oak Dale Cemetery.

Council Clerk Steffan asked Council about having the scheduled Council meeting for March 25th. Mr. Brugger stated the matters on the agenda were routine business, which did not need the extra meeting. He added that there will probably be the need for the extra meeting in April. President Paul declared that the March 25th meeting will be cancelled.

President Paul sent condolences for the passing of former council member Steve Moore.

Mr. Thackery thanked Chief Lingrell for the police division annual report.

Mr. Thackery moved to enter Executive Session pursuant to Ohio Revised Code section 121.22(G)(2) to consider the purchase of property for public purposes, the sale of property at competitive bidding, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property in accordance with section [505.10](#) of the Revised Code, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest. Mr. Scott seconded.

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

Council entered Executive Session at 6:58 pm.

Mr. Thackery moved to return to normal session at 7:15 pm. Ms. Jumper seconded. Voice vote on return: all ayes, nays none.

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


ADJOURNED AT 7:15 p.m.

NEXT SCHEDULED MEETING

April 1, 2025 at 6:00 p.m.



Council Clerk



Council President Pro Tempore