



APPROVED

**URBANA CITY COUNCIL
REGULAR SESSION MEETING
TUESDAY, NOVEMBER 18, 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 Spencer Mitchell, Mayor Bill Bean, Community Development Manager Doug Crabill, Grimes Airport Manager Drake Huffman, 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.

Remarks from Urbana Police Division Chief Matt Lingrell

Chief Lingrell will serve his last day as Urbana Police Chief on Friday, November 21st. He spoke passionately about his early influences regarding his passion for the law, including his father, former Urbana Police Chief Billy Lingrell. He also expressed his love and gratitude for the help and support he has received in his forty-one years as an officer, especially from his family, past and present fellow officers, and City staff he has worked with during those years.

Ms. Jumper stated Chief Lingrell is an exceptional human, and the next Chief will have big shoes to fill.

Ms. Truelove stated she loves his sensitivity and appreciated the support he gave when she started on Council.

Mr. Thackery stated the world needs more people like Chief Lingrell.

Mayor Bean informed Council that Chief Lingrell served Urbana better than most people, and he has handled tragedies over the years like the true professional he is.

Minutes

Mr. Thackery moved to put the minutes of November 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. Urbana City Council 2026 Calendar (See attached)

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

Administrative Reports – Board of Control:

1. The Board of Control recommends Council increase blanket purchase order 2025-00200 to CCTSS in the amount of \$5,757.25 for IT Support services for the City. This purchase order was originally approved for \$84,000 by Board of Control on January 2, 2025 and

Council on January 7, 2025. The City was notified of a rate increase in late December 2024 for IT Support services but the 2025 budget had already been completed and this PO was not adjusted for the cost increase. This addition would make to total value of this purchase order \$89,757.25 and should cover the remainder of year's IT Support. **VOTE: 2-0**

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

Mr. Wellbaum stated that the City uses these services every year and this adjustment is needed to complete the year.

Council did not have any comments/questions.

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 increase blanket purchase order 2025-00225 to Smart Bill in the amount of \$7,500 for Utility bill printing and mailing services. This purchase order was originally approved for \$47,000 by Board of Control on January 8, 2025. The new total value of this purchase order will be \$54,500 and should cover the Utility bill printing and mailing services for the remainder of the year. For comparisons sake the City spent just over \$50K in 2024 and postage went up \$0.05 in July of 2025. **VOTE: 2-0**

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

Mr. Wellbaum stated the description spoke for itself and did not have any additional comments.

Council did not have any comments/questions.

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.

Citizen Comments: None

ORDINANCES AND RESOLUTIONS

Third Reading: None

Second Reading:

Resolution 2433-24: 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, 2026. (Three readings required)

Mr. Scott moved to put this resolution on the floor for discussion. Mr. Thackery seconded.

Mr. Wellbaum stated that Mr. Mitchell hit the highlights last week. He reminded Council this was the expense portion of the City budget, with the revenue portion being passed in June. Mr. Wellbaum also added that next year's budget was a bit fluky with covering twenty-seven pay periods.

Mr. Thackery stated he will take the time before the next meeting to thoroughly look through the numbers.

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

First Reading:

Ordinance 4632-25: An ordinance to adopt the Planning Commission recommendation to repeal and replace Chapter 1137 of the Urbana Codified Ordinances. (Three readings required, public hearing required)

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

Mr. Mitchell stated this is the Sign ordinance update. He added the purpose is to combine various legislation that existed in multiple spots. This allows the City to reorganize and clarify.

Mr. Mitchell stated that some of the changes include allowing the City to remove signs in the right-of-way without notice, changing the size requirements of signs, and limiting political signs to 45 days and requiring the removal within five days after the election.

Mrs. Bean stated that as the Planning Commission liaison, she had the opportunity to go through the changes with Zoning Inspector Preston Carter. She appreciated the expansion of definitions and the clarification of penalties.

Mr. Thackery stated he appreciates that the appeal process is laid out.

Mayor Bean commented that the Sign ordinance is always the most confusing. He urged Council that if there is something they don't like, don't sit on it, but ask questions.

Mr. Scott stated that he often sees political signs put out well in advance of elections. He asked if the City is allowed to limit the length of time. Mr. Feinstein stated the City is allowed, as they are treated as temporary signs, and they receive the same treatment as any other type of temporary sign.

Mr. Thackery asked about enforcement, as he still sees some presidential signs from the 2024 election still up. Mr. Feinstein responded that typically they are complaint driven and the City would start documenting days after a referral. He added that he would defer to Mr. Carter.

Ms. Jumper asked if there was a difference between signs in a window as opposed to displayed in a yard. Mr. Feinstein stated they were treated different by the code.

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

Resolution 2724-25: A resolution to authorize the Director of Administration to submit an application to the Ohio Department of Transportation for an improvement grant for the Reconstruct Airport Rotating Beacon Project, and to take any and all further steps necessary to execute and manage that grant. (One reading required)

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

Mr. Mitchell stated this resolution allows the City to apply for a grant through ODOT to replace the rotating beacon at Grimes Airport.

Mr. Thackery stated the City had been talking about the need to replace the beacon for quite a while.

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

Resolution passes 7-0.

Department Liaison Reports:

Mrs. Bean stated the Planning Commission would be meeting on November 24th.

Mrs. Collier stated the Safety Committee met last week, and the minutes will be added as a communication for the next agenda.

Miscellaneous Business:

Mrs. Collier stated the Horse Parade will be held the day after Thanksgiving.

Mrs. Bean noticed the CRA ordinance was printed out in full in the Urbana Citizen. Mr. Feinstein stated that CRA legislation is required by State law to be printed out in full.

Mayor Bean stated the lighting of the Christmas tree and Santa Claus will also be present with the Horse Parade. He added that there will be food trucks in the Square.

Mayor Bean also added the annual Turkey Trot will be held at the YMCA on Thanksgiving day.

Mr. Wellbaum stated that he would be happy to answer any questions regarding the budget that anyone may have before the next meeting.

Council Clerk Steffan informed Council that he will be out of the office next week. He will be sending out the December 2nd packet one week early. Mr. Mitchell will send a supplement out the following week if necessary.

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

ADJOURNED AT 6:52 p.m.

NEXT SCHEDULED MEETING
December 2, 2025 at 6:00 p.m.





Council Clerk



Council President