

**URBANA CITY COUNCIL  
PUBLIC HEARING  
TUESDAY, JANUARY 21, 2020, AT 6:00 P.M.**

**(The UCC Public Hearing will be held in Council Chambers in the Municipal Building)**

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The Urbana City Council will hold a public hearing in reference to Ordinance 4159-20 which is an ordinance to amend Chapter 905 (Trees) of the Codified Ordinances of the City of Urbana. The revision to this chapter is the first major revision to the City's tree ordinance since this ordinance was first adopted in 2002.

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**URBANA CITY COUNCIL  
REGULAR SESSION MEETING AGENDA  
TUESDAY, JANUARY 21, 2020, FOLLOWING PUBLIC HEARINGS  
(The UCC Regular Session Meeting will be held in Council Chambers in the Municipal Building)**

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**Call to Order**

**Roll Call**

**Pledge of Allegiance**

**Approval of Minutes**

Urbana City Council Regular Session Meeting Minutes of January 7, 2020.

**Communications**

1. Ohio Ethics Commission Filing Reminder (See attached)

**Board of Control**

1. The Board of Control recommends Council authorize the Director of Administration to enter into a two year contract renewal with Rumpke of Ohio, Inc. (effective September 1, 2020 through August 31, 2022) for the Residential Curbside Recycling Program. The contract rate will continue to be \$3.25 per unit per month. The yearly cost to the city will be \$157,950.00 (based on 4,027 residential units + 23 small business customers). Recycling and solid waste collection and disposal for city facilities is also included in this yearly cost. This expense will be charged to the Recycling Fund and is in the 2020 budget. VOTE: 3-0

**Citizen Comments**

## **Ordinances and Resolutions**

### **First Reading**

#### **Resolution No. 2570-20**

A Resolution authorizing the City of Urbana to participate in the State of Ohio Department of Administration Services General Services Division, Office of Procurement Services, contract for Third Party Administrator (TPA) for facility maintenance, repair and minor construction projects under the Cooperative Purchasing Contract Number CSP905120 through Cooperative Purchasing Number 1GPA-18-10P-01 under ORC 9.48 for the purpose of managing qualifying projects in the City. (May be passed on first reading)

### **Second Reading**

### **Third Reading**

#### **Ordinance No. 4103-20**

An Ordinance amending Administrative Code 149.10 of the Codified Ordinances of the City of Urbana, Repeating Examination.

#### **Ordinance No. 4159-20**

An Ordinance amending Chapter 905, of the Codified Ordinances of the City of Urbana, Ohio.

#### **Ordinance No. 4388-20**

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.

#### **Ordinance 4516-20**

An Ordinance repealing and replacing Chapter 935 of the City of Urbana Codified Ordinances, Industrial Pretreatment, to comply with the requirements of the Ohio EPA, and declaring an emergency. (Tabled at last meeting by Mr. Fields)

#### **Ordinance 4517-20**

An Ordinance to amend the City of Urbana's Official Zoning Map by rezoning 121 Elbert St. (Parcel IDs: #K48-25-00-04-02-091-00 & K48-25-00-04-02-092-00) which is currently zoned R-2 Medium Density Residential District to M-1 Manufacturing District.

## **Miscellaneous Business**

## **Adjourn**

## **EXECUTIVE SESSION**

Pursuant to Ohio Revised Code section 121.22(G)(I), 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.

**URBANA CITY COUNCIL  
PUBLIC HEARING  
TUESDAY, JANUARY 7, 2020**

President Hess called the City of Urbana Public Hearing to order at 6:00 p.m. to discuss and provide the public the opportunity to review and comment on the recommendation of the Urbana City Planning Commission to accept the proposed rezoning of 121 Elbert St., which is currently zoned R-2 Medium Density Residential District to M-1 Manufacturing District.

Mr. Crabill stated this request was made by Mr. Packer with reference to his woodworking shop. He further mentioned that Mr. Packer wanted to build a storage building and desires to get everything zoned to manufacturing. Mr. Fields asked if this was his father's shop across the alley and Mr. Crabill stated it was the woodworking shop and the parcel to the north. Mr. Paul asked if it was a contiguous piece. Mr. Crabill affirmed and added that the Planning Commission recommended approval unanimously. President Hess stated that Mr. Packer came to him and advised him that his storage is now inside of his residence. He further stated that the business has been operative since 1870. President Hess declared this Public Hearing closed at 6:04 p.m.

President Hess called the second City of Urbana Public Hearing to order at 6:04 p.m. to discuss and provide the public the opportunity to review and comment on the Community Reinvestment Area Agreement between the City of Urbana as the municipal corporation and the Ultra-Met Company as the enterprise for a proposed manufacturing expansion at 720 N. Main St., Urbana, Ohio.

Mrs. Bailey spoke of this issue regarding Ultra-Met. She stated that the Urbana City School and Ohio High Point approved a real property tax exemption of 75% for 15 years from the real property taxes resulting from real property improvements. Ultra-Met is looking to build a 15,000 square foot building. President Hess declared this Public Hearing closed at 6:06 p.m.

**URBANA CITY COUNCIL  
REGULAR SESSION MEETING  
TUESDAY, DECEMBER 17, 2019**

President Hess called the City of Urbana Regular Session Meeting to order at 6:06 p.m. City staff attending: Mayor Bill Bean, Director of Administration Kerry Brugger, Director of Finance Chris Boettcher, Director of Law Mark Feinstein, Community Development Director Doug Crabill, Superintendent of Public Works Chad Hall, and Police Chief Matt Lingrell.

**PRESIDENT CALLED ROLL:** Mr. Fields, present; Mr. Hoffman, present; Mr. Paul, present; Mr. Scott, present; Mr. Thackery, present; Mr. Ebert, present; and Mrs. Collier, present.

## **ANNUAL ORGANIZATION ITEMS**

### **1. Council President Pro Tem Appointment**

Mr. Fields nominated Mr. Paul to serve as the President Pro Tem and Mr. Scott seconded. Voice vote on approval: all ayes, nays, none.

Nomination passes 7-0.

### **2. Council Clerk Appointment**

Mr. Paul nominated Amy Deere to continue her services as Council Clerk and Mr. Scott seconded. Voice vote on approval: all ayes; nays, none.

Nomination passes 7-0.

Mr. Paul moved to have an Executive Session following the meeting to discuss the pay amount for the position of Council Clerk and Mr. Thackery seconded. Voice vote on approval: all ayes; nays, none.

Motion passes 7-0.

### **3. Council Meeting Schedule**

Mr. Paul moved to adopt the provided Council Meeting Schedule and Mr. Thackery seconded. Voice vote on approval: all ayes, nays, none.

Motion passed 7-0.

President Hess spoke about the formation of committees and the possibly could be a topic at the next Work Session. Mr. Paul stated that Council should come up with three to five objectives and organize around that. Mr. Thackery stated that Council members should bring suggestion for projects to be targeted, to the next Work Session. President Hess added that there seemed to an issue with the City's lift device and Mr. Crabill stated that he would be glad to give everyone instruction to how it is ran, at the Work Session. Mr. Paul asked about Department Liaisons for this year and Mr. Thackery stated Council could structure this at an upcoming Work Session. It was discussed and agreed upon by Council that a Work Session would be held January 28, 2020, at 6:00 p.m. in the Training Room.

Mr. Thackery said that it would be a good idea to have the two new Council members be introduced to all of the Department Heads and President Hess asked Chad Hall if he would be willing to show Mr. Ebert and Mrs. Collier around, and Mr. Hall stated he would be happy to show them around.

**MINUTES** of the Regular Session Meeting Minutes of December 17, 2019 were presented for approval. Mr. Thackery moved for the approval of said minutes and Mr. Paul seconded. Voice vote on approval: all ayes, nays, none.

Motion passed 7-0.

## COMMUNICATIONS

1. Curbside Recycling Program
2. Email from Doug Crabill regarding the South Main Corridor Plan-Update and Upcoming Public Meeting/Open House.

Mr. Thackery moved to put all communications on the floor for discussion and possible passage. Mr. Paul seconded. Voice vote on approval: all ayes; nays, none.

Motion passed 7-0.

## ADMINISTRATIVE REPORTS – BOARD OF CONTROL

### **1. Hull & Associates - \$9,425.00 (General Fund – Non Departmental)**

Mr. Crabill stated that Round 1 of sampling was completed back in August. He added there was a concern that the soil gas probes would fill with water and could not be used. He added that no water was found when they did the sampling. He also added that the actual amount requested is in the amount of \$6,425.00. He also advised that they have been in touch with True Inspection and they are willing to split the cost. Mr. Paul asked if this was going to be the last sampling, and Mr. Crabill stated that it should be the final sampling event.

Mr. Paul moved to put this item on the floor for further discussion and possible passage. Mr. Scott seconded. Voice vote on approval: all ayes; nays, none.  
Motion passed 7-0.

### **2. Blanket Purchase Order List for 2020**

Ms. Boettcher stated there were three blanket purchase orders:

Road salt - \$65,792.00 for 800 tons

Champaign Telephone - \$84,000.00 for IT support

Airport - \$175,000.00 to purchase fuel for resale.

Mr. Paul asked how much salt the City had left. Mr. Hall stated approximately 600 tons.

Mr. Thackery asked what the fuel return amount to the City was and Ms. Boettcher stated that the City tries to be fair with the cost of fuel.

Mr. Ebert stated that although he liked the idea of going local for IT support, but inquired as to an option that may be cheaper. Ms. Boettcher stated that at one time the City's IT

person was an “in-house” employee, and they left, leaving the City in the wind. She stated the City then went through CT and they were doing fine and didn’t want to change vendors. She further stated that as long as things are running smoothly, the City was going to stay where it’s at with CT.

## **CITIZEN COMMENTS**

Dorothy Landis – 221 N. Locust – spoke of the sidewalk projects. She stated that she felt the City should allocate funds to repair the sidewalks. She also stated that she would be staying close to this project and the current policy for the sidewalks was ineffective. She also advised she was willing to volunteer her time to help establish a new policy.

### **Ordinances and Resolutions**

#### **First Reading –**

#### **Resolution No. 2569-20**

Resolution of the City of Urbana Council adopting the Community Reinvestment Area Agreement by and between the City of Urbana as the Municipal Corporation, the Ultra-Met Company as the Enterprise.

Mrs. Bailey stated that enclosed in the Council Packet was a letter to President Hess explaining the situation. She stated this has gone through the first phase, and has received the schools’ approval. She stated there would be a 15,000 square foot addition on the north side of the property. She also added that they don’t want to run the risk of Ultra-Met leaving Urbana. She also advised that the investment total is in the amount of 4.7 million dollars and the building itself was in the amount of 1.5 million dollars. She advised that the business has grown from 86 employees to 124 employees and they were looking to increase that amount within the next 3-4 years to 140 employees. She stated the project would start this year. Mr. Paul asked when the completion of the project would be and Mrs. Bailey advised the end of the year and also stated it would be add \$6,000.00 increase to the payroll. Mr. Scott asked who would make sure the number of employees are in fact hired. She advised that she would be the one who would make sure. Mr. Thackery thanked everyone for their hard work to get this done. Mrs. Collier inquired as to the location of parking. Mrs. Bailey stated that temporarily, they are parking on the Packer property. Mr. Fields asked about the positions, whether they were entry-level or skilled. Mrs. Bailey advised they are skilled. Mr. Hoffman stated that this is a nice investment for our town and appreciated Ultra-Met calling Urbana home.

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

President Hess call for roll call for passage: Mr. Hoffman, yes; Mr. Paul, yes; Mr. Scott, yes; Mr. Thackery, yes; Mr. Ebert, yes; Mrs. Collier, yes; and Mr. Fields, yes.

Resolution passes, 7-0.

**Second Reading –**

**Ordinance No. 4103-20**

An Ordinance amending Administrative Code 149.10 of the Codified Ordinances of the City of Urbana, Repeating Examination.

Mr. Thackery asked if there was a maximum limit that one could take the test. Ms. Boettcher replied no.

Chief Lingrell stated that 200 people took the test when he was hired. Testing took place on Friday, having 100 applicants, and Saturday, the final 100 applicants tested. He stated this is not the issue these days and also that this is a national problem for both police and fire.

Mr. Fields said the he thought this was a good idea.

Mr. Paul asked if the applicant had to take both tests again should they pass one of them. Ms. Boettcher advised that had to retake both again.

President Hess declared this ordinance to have its second reading.

**Ordinance No. 4159-20**

An Ordinance amending Chapter 905, of the Codified Ordinances of the City of Urbana, Ohio.

President Hess declared this ordinance to have its second reading.

**Ordinance No. 4388-20**

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.

President Hess declared this ordinance to have its second reading.



**Ordinance No. 4517-20**

An Ordinance to amend the City of Urbana’s Official Zoning Map by rezoning 121 Elbert St. (Parcel IDs: #K48-25-00-04-02-091-00 & K48-25-00-04-02-092-00) which is currently zoned R-2 Medium Density Residential District to M-1 Manufacturing District.

Mr. Fields asked about the letters going out to the residents regarding this zoning issue, and Mr. Crabill advised that the Clerk of Council had sent them out to the residents of the properties that adjoin to the one that has requested the re-zoning.

President Hess declared this Ordinance to have its second reading.

**Third Reading –**

**Ordinance No. 4516-19**

An Ordinance repealing and replacing Chapter 935 of the City of Urbana Codified Ordinances, Industrial Pretreatment, to comply with the requirements of the Ohio EPA, and declaring an emergency.

Mr. Feinstein suggested to Council, that tabling this Ordinance might be a good idea, for that it could give more time for the new members to review the Chapter prior to voting on it. Mr. Hall advised that it wasn’t due until January 30, 2020.

Mr. Fields moved to table Ordinance No. 4516-19, and Mr. Paul seconded. Voice vote on approval: 6 ayes; nays 1, from Mr. Scott.

Motion passes, 6-1.

**MISCELLANEOUS BUSINESS/WORK SESSION**

Mayor Bean spoke of vacancies in the Shade Tree Commission, in the first ward, second ward and fourth ward. Mayor Bean also welcomed new Council members Rich Ebert and Mary Collier. He also thanked Mr. Ebert for serving on the Planning Commission.

President Hess stated there would be a Work Session on January 28, 2020, at 6:00 p.m.

Mr. Paul nominated Mr. Fields to serve on the TIRC Commission and Mr. Thackery seconded. Voice vote on approval: 6 ayes, 1 abstain, from Mr. Fields.

Nomination passes, 6-0-1.

Mr. Thackery moved to enter into Executive Session to discuss the purchase of property for public purposes, or for the sale of property at competitive bidding, 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. Paul seconded. Voice vote on approval: all ayes; nays, none.

Motion passes 7-0.

Mr. Thackery move to enter into Executive session to discuss 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. Mr. Paul seconded. Voice vote on approval: 6 ayes, 1 nay, from Mr. Hoffman.

Motion passes 6-1.

Mr. Thackery moved to adjourn to Executive Session and Mr. Paul seconded. Voice vote on approval: all ayes; nays none.

Adjourn to Executive Session at 7:33 p.m.

Motion passes 7-0.

Mr. Fields moved to enter back into Regular Session and Mr. Paul seconded. Voice vote on approval: all ayes; nays, none.

Motion passes 7-0.

Back in Regular Session at 8:19 p.m.

Mr. Fields move to adjourn and Mr. Paul seconded. Voice vote on approval: all ayes; nays, none.

Motion passes 7-0.

**ADJOURN AT 8:20 p.m.**

**NEXT SCHEDULED MEETING**

January 21, 2020, at 6:00 p.m.

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**Council Clerk**

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**Council President**



# Ohio Ethics Commission Filing Reminder

## 2019 Financial Disclosure Statement to be Filed in 2020

Dear City Official,

You are receiving this letter because you are currently serving or have served at some point in 2019 or 2020 in a city elected office. Ohio law **requires** that all individuals serving for any amount of time in **2019 or 2020** in such positions file a calendar year 2019 financial disclosure statement.

The filing deadline is **FRIDAY, MAY 15, 2020**, unless you are filing for any of the following reasons:

If you were appointed to an unexpired term in 2020, you are required to file a 2019 financial disclosure statement within **fifteen** days of being sworn in.

If you will also be a candidate in 2020 for the same office or any other elected office which would require you to file a calendar year 2019 financial disclosure statement and are certified to the ballot prior to May 15, 2020, you are required to file 30 days (20 days for write-in candidates) before the first primary, special, or general election when your name will appear on a ballot. If you are not certified to the ballot prior to May 15, 2020 the May 15, 2020 deadline applies.

### **CANDIDATE FILING DEADLINES:**

ELECTION	ELECTION DATE	CANDIDATE FILING DEADLINE	WRITE-IN CANDIDATE FILING DEADLINE
Primary	Tuesday, March 17, 2020	Tuesday, February 18, 2020	Wednesday, February 26, 2020
General	Tuesday, November 3, 2020	Monday, October 5, 2020	Wednesday, October 14, 2020
Special		30 days before election	20 days before election

### **HOW TO FILE OR OBTAIN A STATEMENT TO COMPLETE:**

You may file electronically at <http://disclosure.ethics.ohio.gov>. Alternatively, blank calendar year 2019 financial disclosure statements are available for download on the Commission's website at <http://ethics.ohio.gov>.

If you have any questions regarding financial disclosure, please feel free to contact me at (614) 721-8670.

Regards,

Jen Boger  
Financial Disclosure Coordinator

Resolution 2570-20

A RESOLUTION AUTHORIZING THE CITY OF URBANA TO PARTICIPATE IN THE STATE OF OHIO DEPARTMENT OF ADMINISTRATION SERVICES GENERAL SERVICES DIVISION, OFFICE OF PROCUREMENT SERVICES, CONTRACT FOR THIRD PARTY ADMINISTRATOR (TPA) FOR FACILITY MAINTENANCE, REPAIR AND MINOR CONSTRUCTION PROJECTS UNDER THE COOPERATIVE PURCHASING CONTRACT NUMBER CSP905120 THROUGH COOPERATIVE PURCHASING NUMBER 1GPA-18-10P-01 UNDER ORC 9.48 FOR THE PURPOSE OF MANAGING QUALIFYING PROJECTS IN THE CITY.

WHEREAS, Chapter 9.48 (2) provides the opportunity for Municipal Corporations to participate in a joint purchasing program operated by or through a national or state association of political subdivisions in which the purchasing political subdivision is eligible for membership, and

WHEREAS, the Ohio Department of Administrative Services (ODAS) requires passage of authorizing legislation in order to participate in their contracts, and

WHEREAS, the Coleman Spohn Corporation was awarded a contract for Third-Party Administrator (TPA) for facility maintenance and repair projects, effective 01/01/2020 to 12/31/2022, and will provide no-risk services for said projects until the city approves the project and purchase order.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF URBANA, CHAMPAIGN COUNTY, OHIO:

SECTION ONE: That the Director of Administration be and hereby is authorized in the name of the City of Urbana to participate in the Ohio Department of Administrative Services contract for Third-Party Administrator (TPA) for facility maintenance and repair projects pursuant to state contract number CSP905120, through cooperative purchasing number 1GPA-18-10P-01 under ORC Chapter 9.48

SECTION TWO: That the Director of Administration be and hereby is authorized to agree in the name of the City of Urbana to be bound by all terms and conditions as the contract prescribes.

SECTION THREE: That the Director of Administration be and hereby is authorized to agree in the name of the City of Urbana to directly pay the Coleman Spohn Corporation under such contract for services it receives pursuant to the contract.

SECTION FOUR: That the City of Urbana agrees to be responsible for resolving all claims or disputes arising out of its participation in the cooperative purchasing program.

SECTION FIVE: The Council finds and determines that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council and all deliberations of this Council and of its committees that resulted in those formal actions were in meetings open to the public in compliance with the laws.

SECTION SIX: That this Resolution shall take effect at the earliest time permitted by law.


\_\_\_\_\_  
Council President

Passed: \_\_\_\_\_

Attest: \_\_\_\_\_

This resolution approved by me this \_\_\_\_ day of \_\_\_\_\_, 2020

\_\_\_\_\_  
Mayor

Department requesting: Administration		Personnel: Kerry Brugger	Director of Law Review  
Expenditure? Y [N]	Emergency? Y [N]	Public Hearing? Y [N] If yes, dates advertised:	
Readings required: [1] 2 3			
First reading date: 01/21/2020	Second reading date: N/A	Third/Final reading date: N/A	

Anticipated effective date if approved: 02/04/2020

