

**URBANA CITY COUNCIL
REGULAR SESSION MEETING**

November 2, 2021, at 6:00 p.m.

(To be held in the Training Room on the 3rd Floor of the Municipal Building)

Please listen to meeting from your computer, tablet or smartphone. As the State of Emergency has been lifted by Governor Dewine, the Zoom media is available as a method to hear the meetings only. Council participation, and Citizen Comments, will only be in person.

<https://zoom.us/j/2412774424?pwd=TzBqdXRid1ZQNFZrU1I3UDgvY1J0QT09>

Meeting ID: 241 277 4424

Passcode: 43078

Dial by Phone: 1-646-558-8656

PLEASE MUTE YOUR PHONES

Call to Order

Roll Call

Pledge of Allegiance

Approval of Minutes

Urbana City Council Regular Session Meeting Minutes of October 19, 2021, in addition to Work Session Minutes of October 26, 2021.

Communications

1. Salary Commission Meeting Minutes of October 12, 2021. (See attached)
2. Public Safety Committee Meeting Minutes of October 21, 2021. (See attached)
3. Email from Joe S. regarding Energy Aggregation Programs. (See attached)
4. Letter of Resignation from Clerk of Council, Amy Deere. (See attached)

Board of Control

1. The Board of Control recommends Council authorize a purchase order to Emergency Networking in the amount of \$8,700.00 for the annual subscription fee for a new records management software and the one-time data conversion fee. This expense will be

charged to the General Fund – Fire and is not in the 2021 budget. (see attached). **VOTE:**
3-0

Ordinances and Resolutions

First Reading

Resolution No. 2618-21

A Resolution setting rules for the Salary Commission. (May be passed on 1st reading)

This was tabled at last meeting by Mr. Paul.

Second Reading

Third Reading

Ordinance No. 4553-21

An Ordinance accepting the annexation of two tracts totaling 1.378 acres, more or less, to the City of Urbana, Ohio.

Committee Reports

Miscellaneous Business

Adjourn

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.

**URBANA CITY COUNCIL
REGULAR SESSION MEETING
TUESDAY, OCTOBER 19, 2021**

President Hess called the City of Urbana Regular Session Meeting to order at 6:00 p.m.

City staff attending: Mayor Bill Bean, Director of Administration Kerry Brugger, Director of Finance Chris Boettcher, Director of Law Mark Feinstein, Superintendent of Public Works Chad Hall, and Community Development Manager Doug Crabill.

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

Wreaths Across America – Kim Snyder

Kim Snyder spoke about the National Wreath Across America Day and stated that their goal is to have 800 wreaths to lay on graves of veterans at the cemetery. She advised that there were 1,718 veterans buried at the cemetery. She also mentioned how this project is a good way for the community to work together. She said anyone could write a check to Pat Detwiler by Thanksgiving Day, or go to the website and use a credit/debit card by Tuesday, after Thanksgiving. The wreaths are \$15.00 a piece and they will lay them on December 18, 2021, at noon. She also mentioned that the National Honor Society from Kenton Ridge would be helping this year and they will be trained so that they can do this project at more cemeteries.

MINUTES

Urbana City Council Regular Session Meeting Minutes of October 5, 2021.

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

Motion passed 6-0

COMMUNICATIONS

1. Administrative Highlights of the 3rd Quarter
2. City of Urbana Shade Tree Commission Minutes of September 9, 2021

Mr. Paul moved to put communications all communications on the floor for further discussion. Mr. Scott seconded.

Voice vote on approval: all ayes; nays, none.

Motion passed 6-0

ADMINISTRATIVE REPORTS - BOARD OF CONTROL

1. McGuire Farm & Excavating - \$632,500.00 (Funded by OWDA Loan)

Mr. Hall spoke about this item and stated that this was for the construction portion of the Project. He advised that the Enviro-Care Beast Septage Receiving Station Model 1200, is on site and that it was ¾ of the way hooked up. He added that they had an Engineer's Estimate in the amount of \$575,000.00, and McGuire's came in 10% over the Engineer's Estimate. He also mentioned that they opened the Septage Facility back in 2009, and that are not under restrictions from the EPA. He also advised that in 2020, they processed 53 million gallons of septage waste.

Mr. Paul asked what the payoff would be. Mr. Hall advised that there was a gross income of \$250,000.00 last year. Mr. Paul asked if there would be an increase and Mr. Hall replied no. Mr. Paul stated that this would basically pay for itself and Mr. Hall responded absolutely. Mr. Paul asked when this would be operational and Mr. Hall said maybe by this coming April. Mr. Scott asked if there was a request for bids. Mr. Hall stated that this was a formal bid. Mr. Scott said that it would have been nice to have gotten more bids.

Mr. Paul had a question on the Purchase Orders and inquired about Henry P. Thompson for \$45,000.00. Mr. Hall advised that this was for the replacement of the Pump Station at Melvin Miller Park. He also advised that 90% of it was electric.

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

Motion passed 6-0

CITIZEN COMMENTS

None

ORDINANCES AND RESOLUTIONS

First Reading

Ordinance No. 4554-21

An Ordinance adopting a Statement of Services to be provided to two parcels consisting of approximately 2.030 acres, more or less, in Salem Township proposed for annexation to the City of Urbana by the petitioners, David M. Oelker and Douglas T. Oelker, and declaring an emergency.

Mr. Crabill stated that this property made connection to the sewer last summer. He added that it will take 20 days to pass legislation to provide services upon annexation. This will be filed with the County Commissioners. He advised that the properties are only sewer at this time, but the petitioners know that they will have to connect to water if and when the City goes at that far.

Mr. Thackery moved to put this Ordinance on the floor for discussion. Mr. Paul seconded.

Mr. Thackery moved to suspend the three-reading rule. Mr. Scott seconded. President Hess called for a roll call for the suspension of the three-reading rule: Mr. Hoffman, yes; Mr. Paul, yes; Mr. Scott, yes; Mr. Thackery, yes; Mrs. Collier, yes; and Mr. Fields, yes.

Three-reading rule suspended

Mr. Thackery moved to put this Ordinance on the floor for passage. Mr. Paul seconded. President Hess called for a roll call for passage: Mr. Paul, yes; Mr. Scott, yes; Mr. Thackery, yes; Mrs. Collier, yes; Mr. Fields, yes; and Mr. Hoffman, yes.

Ordinance passed 6-0

Ordinance No. 4555-21

An Ordinance relating to land use and zoning buffers for two parcels consisting of approximately 2.030 acres, more or less, in Salem Township proposed for annexation to the City of Urbana by the petitioners, David M. Oelker and Douglas T. Oelker, and declaring an emergency.

Mr. Crabill stated that Salem Township now has the properties in question zoned as B-1. He advised that this is a residential area and that the properties would eventually be added to our zoning map and designated as residential.

Mr. Thackery moved to put this Ordinance on the floor for discussion. Mr. Paul seconded.

Mr. Thackery moved to suspend the three-reading rule. Mr. Scott seconded. President Hess called for a roll call for the suspension of the three-reading rule: Mr. Scott, yes; Mr. Thackery, yes; Mrs. Collier, yes; Mr. Fields, yes; Mr. Hoffman, yes; and Mr. Paul, yes.

Three-reading rule suspended

Mr. Thackery moved to put this Ordinance on the floor for passage. Mr. Paul seconded. President Hess called for a roll call for passage: Mr. Thackery, yes; Mrs. Collier, yes; Mr. Fields, yes; Mr. Hoffman, yes; Mr. Paul, yes; and Mr. Scott, yes.
Ordinance passed 6-0

Resolution No. 2618-21

A Resolution setting rules for the Salary commission.

Mr. Feinstein stated that Council has authority to appropriate funds. Further, he stated that the Director of Finance sets the budget and that Council has to appropriate the funds that go with that budget. He stated that this legislation will be a safe harbor for this project. He also mentioned that it is the elected official that appropriates the funds and that members of the Salary Commission are not elected, only appointed. He also added that the Salary Commission's decisions would not go into effect in Council's present term. Mr. Hoffman stated that this makes perfect sense and that at the end of the day, Council should have the final say to make sure that the checks and balances are valid. He also spoke of his appreciation in all of the Salary Commissions hard work. Mr. Thackery thanked the Salary Commission for a great job. He added that this issue should be of the most transparency, for it is elected positions and how those positions are paid. Mr. Paul thanked the Salary Commission for a great job. Mr. Scott stated that he had issues with the way it was brought forward, and he understood why it was going this way. The voters chose this and the Salary Commissions finding should be taken seriously. Mr. Fields spoke about past increases of pay to members of City Council, and that it was all basically based around the minimum amount to receive PERS. President Hess stated that the Salary Commission was not given any rules to follow in a timely manner, until the Salary Commission completed their findings.

Mr. Paul moved to table this Resolution. Mrs. Collier seconded. President Hess called for a roll call for tabling: Mrs. Collier, yes; Mr. Fields, yes; Mr. Hoffman, no; Mr. Paul, yes; Mr. Scott, yes; and Mr. Thackery, no.

Motion to table passed 4-2

Second Reading

Ordinance No. 4553-21

An Ordinance accepting the annexation of two tracts totaling 1.378 acres, more or less, to the City of Urbana, Ohio. (Requires three readings)

Mr. Crabill said this has been a work in progress involving 1675 and 1693 E. US 36. Resolution 2580-21, and 2581-21, were passed by Council giving the properties water and sewer. A petition

was filed in May and the process of annexation began. It was submitted to the Board of Commissioners; an updated survey and plat were completed. It sat for 60 days as per the Ohio Revised Code. He also mentioned that should Council accept these two properties into the City of Urbana, the day it's recorded, is the day its annexed.

President Hess declared this Ordinance to have its second reading.

Third Reading

None

COMMITTEE REPORTS

Mr. Thackery said that the Economic Development Committee met this past week and minutes would be provided soon.

MISCELLANEOUS BUSINESS/WORK SESSION

Mr. Fields asked about the responsibility of trees in the right of way. Mr. Brugger advised that if the tree is behind the curb, it is the property owners' responsibility to plant or remove a tree, and if a property owner so desires to plant or remove a tree, they must have a permit to do the same, but there was no fee to apply for the permit. Mr. Fields also inquired about leaf pick up. Mr. Hall advised that they were already out doing test runs.

Mr. Paul thanked Administration, the Fire Department, the Police Department, etc. for their efforts with the festival they had on Lincoln Place. He stated that it was a lot of fun. He also stated his appreciation of the hard work and effort of the Salary Commission.

Mrs. Collier stated that she would like to add John Brye to the Work Session for his overview of the African American Heritage Cultural Project.

Mr. Hoffman addressed Mr. Feinstein about the elected officials' salaries and inquired if it was based on the form of government the City has. Mr. Feinstein stated the Charter specifies what form of government the City is. Mr. Hoffman further mentioned that the Charter states this is how it's going to be.

Mr. Hall advised that they would be raising the manholes on the paving project, so everyone should be aware. He also spoke about the AMR Project and advised that they were about 44% installed and that their biggest delay was getting the parts in.

Ms. Boettcher advised that the Finance Department was working thru their budget sheets.

Mr. Brugger advised that he spoke with Tyler about the finalization of the paving on Scioto St. He stated that they were hopefully to be back to work this weekend or next week. He also spoke about the changing of engineering specs on the poles and painting them black. He stated that over the winter, they would be painting the benches and the trash receptacles. He also mentioned that he would be more than willing to answer any questions Council might have regarding the 3rd Quarter Highlights that were provided prior to this meeting. He also spoke about Police Chief Matt Lingrell and his press release about how the robbery suspect has been caught. He also advised that Davey Parker would be retiring at the end of the year and they were having a little get together at the Deck Building at the City Park this coming Thursday from 1:00 p.m. – 3:00 p.m.

Mayor Bean stated they had the ground-breaking for Sutphen last week, and they should begin the project in November. He added that there would be approximately 160 employees but it would seem it could me up to approximately 200 employees. He thanked the Salary Commission for all of their hard work and mentioned that this Salary Commission was given a travel date without a road map. He also stated that the City of Urbana patterned the Charter after Wooster and he understood that they were having the same issues. He added that he looks forward to the Work Session to go over this and he doesn't see this Resolution presented to Council this evening getting changed and that he believes that the Salary Commission's job is not quite done yet.

Mr. Fields moved to adjourn. Mr. Paul seconded.

Voice vote on approval: 5 ayes; nays, one from Mr. Hoffman.

Motion passed 5-1

ADJOURNED AT 7:13 p.m.

NEXT SCHEDULED MEETING

November 2, 2021, at 6:00 p.m.

Council Clerk

Council President

**URBANA CITY COUNCIL
WORK SESSION MEETING MINUTES
TUESDAY, OCTOBER 26, 2021 @ 6:00 p.m.**

President Hess called the Work Session to order at 6:00 p.m. Those attending were Council Members Mary Collier, Pat Thackery, Dwight Paul, Gene Fields, and Cledis Scott. Also Attending for the City, Mayor Bean, Community Development Manager Doug Crabill, Rich Ebert and Marcia Bailey of CEP, Director of Administration Kerry Brugger, Director of Finance Chris Boettcher, and Director of Law Mark Feinstein.

President Hess turned the floor over to John Brye to speak about the first item on the agenda, African American Heritage Cultural Project. He gave a brief introduction of himself and began a Power Point Project on the overview of this topic he's been working on. He mentioned that one section of the City of Urbana was called "Ginny". He also advised that Urbana was home to some institutions, including religious institutions. He also spoke about the broad goals being to establish a location, build awareness and preserve and interpret. He advised that a grant has been obtained and they were looking to hire a professional to help put this all together. He also stated that role of the City of Urbana could be the following: to be mindful of zoning codes, planning issues, etc., be a good partner, communicate, participate when you can and to be supportive. He also added that this project could bring in a vibrant neighborhood that is marketable, a preservation of historic resources, cultural tourism, being innovative, bring in more financial resources for the City, property tax base stability, a diversity element to highlight for economic development and making things right. He reiterated the plan of hiring a consultant, establishing an Advisory Board and to have celebration opportunities to coincide with Juneteenth, 2022.

Kalen Howell spoke about his recent look into his family lineage and his interesting findings. He also spoke about having some sort of festival/celebration, the same being the Urbana, Ohio Black Heritage Festival. It would be scheduled on June 18, 2022 from 2:00 p.m. – 6:00 p.m. at the Barbara Howell Park. He stated that they would be expecting about 150-200 people to attend. Mr. Paul stated that he felt there were going to be more people there than what they were expecting.

Mayor Bean stated that there is a vibrant history of the blacks in Urbana, and it needed to be said.

John Brye also advised that there was a Juneteenth celebration at Saint Paul when it was being built.

President Hess brought up the second item on the agenda, Salary Commission. President Hess addressed the Salary Commission and inquired as to where they got the information they based their decision on. Wayne Smith stated that since Council gave the Salary Commission no guidelines, they received some information from Kerry Brugger and it involved information from the Ohio Municipal League.

Mr. Feinstein stated that City Council passed guideline rules and in the same, a rule was to provide documentation with regard to how they came to their findings. He also mentioned that when the Salary Commission stated that everything remained the same for the time being, it was for the reasoning that Council and the Mayor could receive pay.

Mrs. Heflin advised that no one on the Salary Commission knew about PERS. She added that they received a lot of feedback with regard of attendance. Ms. Truelove added that the commission thought it was unfair that Council members who attended regularly got paid the same that Council members who consistently were absent. Mrs. Heflin continued by stating that they came up with a percent and that this figure made sense to everyone to go to a meeting a get paid for it, should a Council member be absent, they do not get paid for it. She advised that the Salary Commission didn't feel that anyone was being held accountable for Council meeting attendance.

Mr. Paul stated that City Council sent the Salary Commission adrift.

Mr. Thackery said that since the attendance was abused by one Council member, now, the City Council has to pay for it.

Mrs. Heflin added that the Salary Commission does not want a new Mayor to receive the raise that they proposed. This raise is meant for Mayor Bill Bean.

Mayor Bean stated that it needed to be decided if the City wanted a part-time Mayor or a full-time Mayor. He added that the City has been running with a part-time Mayor since the Charter was formed. He also said that when he ran for Mayor, he felt that the mayor should be part of the community and be there for the community. He added that if you want a full-time Mayor, you have to pay for a full-time Mayor. He also applauded the Salary Commission for what they have done.

Mr. Feinstein said that the point of the Salary Commission is to take the politics out of it. He added that the Salary Commission did what they had to do and that they were invited this evening to talk about the table legislation. He also stated that the Salary Commission did all of the heavy lifting and that this aspect was new to everyone.

Mr. Fields commented the fact that back in the day, the salaries for City Council were based on the amount to receive PERS.

Mr. Smith stated that they feel what the Salary Commission came up with was very reasonable.

Mr. Paul asked Mr. Feinstein where Council was in the process of the legislation. Mr. Feinstein stated that this legislation was a one and done.

President Hess gave thanks to the Salary Commission for everything that they have done.

President Hess turned the floor over to Rich Ebert and Marcia Bailey to discuss the next topic on the agenda, CRA. Mr. Ebert began by clarifying that the CRA's in this discussion was on the residential side of things, not business. He also stated that the CRA would allow for a tax abatement for a certain percentage for a certain amount of time. He added that Mrs. Bailey has been working on a CRA for Champaign County as a whole, so that everyone could get a piece of the pie. He also advised that the villages within the county are ready to go.

Mr. Thackery stated that this was a good opportunity to get it out in the open of what the CRA's could do.

Mrs. Bailey stated that some discussion has happened following the housing study. The City is the only area that has a CRA, which is Area 1, that remodeling is in there, but there was nothing in the current CRA for new residential. She added that in the big scope of this is if we knew what was already approved, such as CRA's regarding business, there is no competing for a site, and that it is know what could be offered. She added that schools have no say in the residential portion of a CRA. She also advised that the village of Mechanicsburg was on board, as well as Saint Paris, and North Lewisburg did not really know yet what they wanted to do. She also stated she like the CRA's aspect of fair market value.

President Hess advised everyone that this was the last meeting for Council Clerk, Amy Deere, and wished her well in her future endeavors.

ADJOURN: 7:52 p.m.

Salary Commission

Meeting Minutes

DATE OF MEETING

- Opening:** The meeting was called to order at 5:30pm on the 12th of October 2021, in the lobby of the Municipal Building, 205 S. Main Street, Urban Ohio.
- Present:** Amy Waldren, Stephanie Truelove, Michelle Heflin, Ana Kennedy
- Minutes from Last Meeting:** The minutes from the September 28th, 2021 meeting were unanimously approved.
- Old Business:** Finalize discussions on City Council pay and benefits and the mayor's salary.
- New Business:** No new business
- Agenda Items for Next Meeting:** N/A
- Adjournment:** Motion to adjourn made by Michelle Heflin. Second from Stephanie Truelove. Motion passed unanimously. Meeting concluded at 5:40pm.
- NEXT MEETING:** No meeting scheduled at this time.

Michelle Truelove

10.16.2021

City of Urbana
Public Safety Committee
Minutes 10/21/21

Chief Ortlieb called the meeting to order at 1801 with Mrs. Collier, Mr. Paul, Mr. Thackery and Chief Ortlieb present. The City of Urbana, Public Safety Committee is a standing committee to provide an avenue for council and its public safety divisions to contribute to the overall safety of the community it serves.

Chief Ortlieb discussed how and why the division is migrating to one cloud-based EMS and fire software. The following items were discussed: costs, ownership of data, impact on the division, and the migration of data process.

Chief Ortlieb discussed city fire hydrants with the committee, with the following items being reviewed: flushing, flow testing, and aging infrastructure effect on the system.

Chief Ortlieb gave an overview of the division's operation budget that was submitted to the finance office on October 5, 2022. Items that were discussed include: line items within the budget, when finance's final review with the division and council will occur, will the operation and capital budget be reviewed separately.

The meeting was ended at 1930

Amy Deere

From: Joe S <jwsgjs@gmail.com>
Sent: Monday, October 25, 2021 6:31 PM
To: Amy Deere
Subject: Re: Electric Aggregation program

My question is more about, why was I opted in without my knowledge? Consumers should have had the option to opt in, not forced to opt out of something they did not sign up for. So, who could I send a message to to voice my concerns? Thank you.

On Fri, Oct 22, 2021, 11:05 AM Amy Deere <Amy.Deere@ci.urbana.oh.us> wrote:

Joe,

If you go to the City's website, down in the right bottom corner, there is a link that says the following:

NEW Energy Aggregation Programs

NEW Program for Electric Customers (Energy Harbor):

Contract Rate of \$0.04999/kwh - Valid 12/1/2021 thru 12/31/2024

1-866-636-3749

Energy Harbor was chosen by Affordable Gas & Electric (AGE), the City's aggregation consultant, to provide electric customers in the City of Urbana with a consistent rate of \$0.04999/kwh; beginning with your Jan. 2022 bill, this rate is guaranteed through Dec. of 2024. Any **questions** can be directed to Jordan Haarmann, Vice President of Procurement for AGE (618-203-8328). **[CLICK HERE FOR MORE INFORMATION.](#)**

I hope this helps. Have a great day!!

Amy

From: Joe S <jwsgjs@gmail.com>
Sent: Thursday, October 21, 2021 4:22 PM
To: Amy Deere <Amy.Deere@ci.urbana.oh.us>
Subject: Electric Aggregation program

| I have a question about the program. Who would I send a message to? Thank you.

AMY L. DEERE
3352 Stone Quarry Road
Urbana, Ohio 43078
(937) 869-4685

October 20, 2021

MARTY HESS
President of City Council
City of Urbana
205 S. Main St.
Urbana, Ohio 43078

Dear Marty,

I am writing to inform you of my decision to resign from my position as Council Clerk, effective October 31, 2021.

This was not an easy decision to make. The past 7 years have been rewarding. I very much appreciate the opportunity to have worked with such a great group of people. I will forever remember my time here. If there is anything at all I can do to make this transition a smooth one, please let me know on how I can assist.

Thank you for all of your support over the years.

Respectfully,



Amy L. Deere



BOC #1
1 of 3

To: Board of Control

From: Chief Dean Ortlieb

Subject: Division Requisition for Record Management System

Attached you will find a requisition for \$8,700 to Emergency Networking. The requisition is for our 2022 EMS and fire software. We are in the process of migrating our EMS and fire record management system to one platform (please see attached Captain Croker letter).

For 2021 we have two purchase orders (P.O.) in place for EMS and fire software. The first, is P.O. 28083 in the amount of \$3,100 to ESO, which is in place for annual renewal of our fire software. The renewal date is September 30, 2021. The second P.O. is 28086 in the amount of \$5,400 to Emergency Networking, which is for our current EMS software ending November 30, 2021.

We submitted an invoice for payment off P.O. 28083 for \$1,526.47. The invoice will extend our fire software six months to April 01, 2022. We will receive an invoice in December for our EMS software based on the amounts of EMS reports we entered. We will use P.O. 28086 to cover the per EMS report cost. With the new purchase of software, we will be moving away from a per run charge and have a set annual fee.

The attached requisition allows us to start our new EMS and Fire Software on December 01, 2021 and includes a fee for data migration of our old fire software from ESO to Emergency Networking. We believe the six-month extension we purchased from ESO will allow plenty of time for data migration to our new platform. Further, in 2021, we will apply \$1,500 of our Priority One EMS grant reimbursement toward the 2021 EMS software ending on November 30, 2021.

Additionally, there is a new software agreement attached. Please let me know who you would want to sign the agreement.

Let me know if you have any questions or concerns.

D. Ortlieb
10/19/21

BB 10/27/21
KB 10/27/21
CB 10/27/21



Division of Fire

107 East Market Street, Urbana, OH 43078 | (937) 652-4375 | Fax (937) 652-4378 | www.urbanaohio.com

BOC#1
2 of 3

To: Chief Ortlieb

From: Captain Croker

Subject: Records Management Software

Date: 10/07/2021

Chief,

As you are aware, the Urbana Fire Division currently utilizes two different Records Management Software (RMS) vendors to support our day-to-day operations. One is named "FIREHOUSE Software" and it is used for reporting our fire incidents, tracking training, personnel information, fire hydrant data, occupancy information, and inspections. The other is named Emergency Networking (or "EnCharge"), which is used for sole purpose of reporting EMS incidents. In recent years, FIREHOUSE Software has changed hands several times and is currently under the umbrella of a company named ESO. In early 2021, the announcement was made that ESO would be discontinuing the FIREHOUSE Software product at some point in 2022 due to the programming platform that it exists on no longer being supported by Microsoft. This means that moving forward, the Urbana Fire Division needs to select an alternative RMS to meet our needs.

Throughout the year, I have explored different options for a new RMS, narrowing them down to two. One option lies with the company that is the current owner of FIREHOUSE Software, ESO. They offer a direct replacement software bundle that would replace what we are currently using for fire reporting, and would also replace the software that we use for EMS reporting (the aforementioned Emergency Networking, or "EnCharge"). The second option is to expand the services that our current EMS reporting software company offers to include the data management and reporting capabilities currently provided by FIREHOUSE. By choosing either of these options, the Division will be using only one software vendor rather than two for reporting purposes.

Under the current agreements with our vendors, we pay FIREHOUSE Software approximately \$3,200 and Emergency Networking \$5,400 for a total approximate cost of \$8,600 annually. I have attached quotes from both ESO and Emergency Networking for their software bundles that will meet all of the combined needs. As you can see, there is a vast difference between the two. ESO quoted a recurring annual cost of \$18,473 and a one-time setup fee of \$10,230, for a total initial cost of \$22,434.50. Emergency Networking quoted a recurring annual cost of \$7,200 and a one-time setup fee of \$1,500, for a total initial cost of \$8,700. It should be noted that for both companies, the setup fee includes not only customizing the software for our needs, but also for migrating existing data into the new program. It should also be noted that for either software package to work to the best of its ability, replacement hardware will need to be purchased, and a line-item already exist within the Capital budget to accomplish that.



Taking into consideration the variations in the price point of each software vendor, the capabilities that have been touted by both during demonstrations, and our fiscal responsibility to work within our budget, it is my recommendation that we move forward with Emergency Networking in 2022 to meet our reporting requirements.

BOC#1
3 of 3

Respectfully submitted,

A handwritten signature in blue ink that reads "Jason Croker".

Captain Jason D. Croker

RESOLUTION #2618-21

A RESOLUTION SETTING RULES FOR THE SALARY COMMISSION

WHEREAS, Section 4.06(k) of the Charter of the City of Urbana, Ohio creates a Salary Commission, which shall consist of five members who are registered electors of the City appointed by the Mayor subject to the confirmation by Council by resolution; and

WHEREAS, Section 4.06(k) allocates to the City Council the responsibility to set any rules for the commission beyond that contained therein;

NOW, THEREFORE, the COUNCIL OF THE CITY OF URBANA, OHIO does hereby impose the following additional rules upon the Salary Commission:

- 1) The Salary Commission shall submit their findings and recommendations to the City Council for review and consideration. Upon receipt thereof the City Council shall, using its authority to appropriate funds, put the proposed changes to a vote.
- 2) Council may accept or reject, in whole or in part, any and/or all of the Commission's recommendations and findings.
- 3) Council shall consider for acceptance or rejection, in whole or in part, findings and recommendations as to the Mayor, the Council President, and/or the Council members separately and individually.
- 4) A majority vote of Council shall be required to accept any findings and recommendations of the Salary Commission.
- 5) Any changes in the salaries approved by the City Council shall take effect commencing with the ensuing term of that affected elected official. Such changes shall be set at least 5 days prior to the last day for filing for candidacy and salaries may not be changed during the term.
- 6) Council reserves the right to supplement these rules with any additional rules they deem just and proper from time to time, but they shall provide them no later than thirty (30) days prior to the Salary Commission's first meeting of the year.

It is found and determined that all formal actions of this City Council concerning and relating to the passage of this resolution were adopted in an open meeting of this City Council in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.


 President of City Council

Attest: _____

Date: _____

This resolution approved by me this ____ day of _____, 2021.

 Mayor

Department requesting:		Personnel:	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: 10/19/2021	Second reading date: NA	Third/Final reading date: NA	

Anticipated effective date if approved: 10/20/2021

