

 APPROVED

**URBANA CITY COUNCIL
REGULAR SESSION MEETING
TUESDAY, APRIL 5, 2022**

President Hess 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, City Engineer Tyler Bumbalough, Fire Chief Dean Ortleib, Police Chief Matt Lingrell, and Community Development Manager Doug Crabill

President Called Roll: Ms. Jumper, present; Mr. Scott, present; Mr. Paul, present; Mr. Thackery, present; Mrs. Collier, present; and Mrs. Bean, absent.

Minutes: Mr. Thackery moved to put the minutes of the March 15, 2022 regular meeting and March 22, 2022 work session on the floor for discussion and possible approval. Mr. Scott seconded. Council Clerk Roger Steffan informed Council of a correction to change an ordinance from having had its first reading to second reading. No other corrections noted. Voice vote on approval of minutes: all ayes; nays, none.

Communications

1. Marcia Bailey TIRC update – 3/17/2022 (E-mailed 3/18/2022)
2. Communication from the Ohio Division of Liquor Control dated March 11, 2022, regarding the new transfer application for the Southwest Bowling, LLC, 826 Scioto St. (See Attached)
3. Communication from the Ohio Division of Liquor Control dated March 16, 2022, regarding the requirements for objections to renewals of liquor permits (See Attached)
4. Oak Dale Cemetery Board Meeting Minutes dated January 21, 2022 (See Attached)
5. Ohio Gas Association Letters (Available for pick-up or were distributed at the meeting)
6. Clark Schaefer Hackett Questionnaire (Distributed at the Council Meeting)

Mr. Scott moved to put the communication on the floor for further discussion and possible acceptance. Mr. Thackery seconded.

Mr. Paul inquired about the TIRC update and was concerned he may not have seen it. Mr. Steffan indicated he would look into the matter and re-send if necessary.

Mr. Paul also asked about the year to date burial sin the Cemetery Board minutes. Mr. Brugger believed that figure represented the total 2021 burials.

Voice vote on approval; all ayes, nays none.

Administrative Reports – Board of Control

1. Authorization for the Director of Administration to enter into a multi-year contract with Rumpke of Ohio, Inc. to provide residential curbside recycling services, city facility

solid waste collection and disposal, and subscription based curbside recycling for small businesses. This contract would run from September 1, 2022 to August 31, 2025 with an option to extend for two additional years (at a later date subject to council approval) under the same contract terms. The monthly cost per residential unit or small business customer would adjust from \$3.25 per month to \$4.50 per month under the new contract with the city billing for this service on the city utility bill and remitting the payment to Rumpke for providing these services. Based on the current number of active residential units (4,052), extra cart rentals (30), and voluntary small businesses participating (30), the yearly contract cost with Rumpke of Ohio, Inc. will be approximately \$221,508 per year.

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

Mr. Crabill informed Council that curbside recycling started in Urbana in 2008. At that time, an ordinance was passed requiring curbside recycling be required to all single-family duplex residences. The City used the services of Waste Management until 2017. The previous contract was started with Rumpke in 2017 with a three-year contract and two, one-year options that were exercised. Rumpke currently operates a four-day schedule. With the end of the contract, the services went up for bid. Rumpke's bid was selected and a new contract would start September 1, 2022. The City is currently recycling 700 tons of recyclable material per year.

Chanda Rohrer introduced herself as the Municipal Representative and thanked the City of Urbana for its support.

Mr. Scott stated that considering current fuel prices, the increase seemed pretty reasonable.

Mr. Paul asked for clarification if the option after the completion of the three year contract was for the full two years or two options, each lasting one year. Mr. Crabill stated he kept the wording the same as the previous contract with Rumpke.

Mr. Thackery stated that if its not broke, don't fix it. He did not have any complaints and supported the contract.

Ms. Collier asked about if Rumpke could accept recycling if it had been contaminated. Ms. Rohrer stated that everything gets sorted out at the facility. She also stated that education is key and Rumpke provides mailers of what can and cannot be recycled. Mr. Crabill added that if a resident abuses the program, their cart is removed.

Mr. Hess asked if light bulbs could be recycled. Ms. Rohrer stated they cannot.

Voice vote on approval; all ayes, nays none.

2. Authorization for a purchase order to Public Entities Pool in the amount of \$194,142 for one year to cover the cost of property and casualty insurance. This is a 17% increase over the 2021 premium (see attached comparison). This expense will be charged to departmental insurance accounts and is in the 2022 budget at \$173,900.00.

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

Ms. Boettcher explained that this was the annual insurance policy for all matters for the City. While the total insured amount went up 0.59%, the premium itself went up 17%.

Mr. Paul asked if this was standard. Ms. Boettcher explained this was the industry standard insurance. Typically, insurance goes up approximately 3-4%, which is how much the City had budgeted. This did start the conversation to shop around for policies next year.

Mr. Paul asked when the insurance policy went out. Ms. Boettcher answered at the start of the year. She also explained that all fire equipment is insured at the replacement value, not at its current value.

Voice vote on approval; all ayes, nays none.

3. Subject to passage of the ordinance to proceed with the South and North Main Street Curb and Gutter Improvements, authorization for the Director of Administration to enter in a contract with D.L. Smith Concrete LLC in the amount of \$598,540.36, including a contingency of 10% over the original bid amount of \$544,127.60. This bid was the lowest and best bid of five bids received (see attached). The engineer's estimate for this project was \$713,000.00

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

Mr. Bumbalough announced that the bids for the curb and gutter improvement of South and North Main went out a couple of weeks ago. Mr. Bumbalough had distributed these bids with the second reading of the ordinance. He believed this bid was lower because D.L. Smith provides a lot of the work themselves with very little subcontracting. This project includes a full replacement for the front of the City building and also covers City alleys.

Mr. Thackery asked if the City had used D.L. Smith before. Mr. Bumbalough affirmed, stating he was happy with their performance. This reassured Mr. Thackery.

Mr. Scott likes the closed bid process and appreciates that their bid was so much lower than the other bids.

Mr. Paul asked when the process would start. Mr. Bumbalough stated it could be as early as April 18th. He has a conference with D.L. Smith after everything is approved. The entire project should last between one month and six weeks.

Voice vote on approval. All ayes, nays none.

Council appreciated Weidmann Group's donation regarding the backstop fencing mentioned in the Board of Control Footnote.

Citizen Comments: None

ORDINANCES AND RESOLUTIONS

Third Reading:

Ordinance 4567-22: An ordinance determining to proceed with the improvement of South and North Main Street in the City of Urbana, County of Champaign, Ohio by constructing or repairing curbs, gutters, driveway approaches and appurtenances thereto on a section of South Main Street between State Route 55 and Market Street and on a section of North Main Street between Court Street and Washington Avenue/Gwynne Street, and declaring an emergency. (Three readings)

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

Mr. Bumbalough stated this ordinance was the subject of the last Board of Control Item. Mr. Paul asked what percent of residents pay themselves as opposed to having their taxes assessed. Mr. Bumbalough stated the first year on the Miller Drive project, only one residence had their taxes assessed. Ms. Boettcher stated that on Scioto Street, of those residences invoiced, 27% paid. Some residences also did the work ahead of time. Mr. Thackery stated that the process seems to be getting smoother the more times we do this.

President Hess called for a roll call for passage. Mr. Scott, yes; Mr. Paul, yes; Mr. Thackery, yes; Mrs. Collier, yes; and Ms. Jumper, yes. Ordinance passes 5-0.

Second Reading: None

New Business:

First Reading:

Ordinance 4570-22: An ordinance to update the City of Urbana's Official Zoning Map to establish city designated zoning classifications for three parcels that were petitioned for annexation to the city of Urbana in December of 2021 and are anticipated to be annexed into the City of Urbana corporation limits on or after June 17, 2022. (Three readings, public hearing required)

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

Mr. Crabill stated that the original annexation petition was received in December. The statement of services and zoning buffers have already been addressed by Council. The Board of Commissioners have approved the annexation as well. Mr. Crabill stated that the acceptance of the annexation will probably be introduced at the next meeting. This is the Phoenix Ag property off Norwood Avenue. He stated the property would be listed as M1 – Manufacturing District on the Zoning Map. This is also how it was listed on Urbana Township's map.

Mr. Paul asked if it was being listed as M1 for convenience, because that is what it previously was. Mr. Crabill stated that this had previously been a spray field for the paper mill. It will be ready to build with utility connections if someone wishes to build there.

Ms. Collier asked if anyone had expressed interest in building. Mr. Crabill informed Council that he had recently received a site plan for the property.

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

Committee/Department Liaison Reports:

Mr. Paul indicated that he hadn't met with Administration yet, but planned to do so shortly.

Mr. Scott also stated he had nothing to report.

Ms. Jumper indicated she met with the cemetery board on March 18th. They are working with Kalen Howell and the Urbana Black Heritage group and will hold a candlelight vigil on June 18th at 7:00 pm.

Mr. Thackery indicated that as we saw at the work session, the project list with community development is very long.

Ms. Collier indicated that due to severe weather, the safety meeting was rescheduled to April 13th at 5:00 pm.

Miscellaneous Business

Ms. Jumper asked how long before the meeting minutes are on-line. Mr. Steffan explained that after the minutes are approved, he typically scans them in that night. Then they get posted to the City website the next morning.

Chief Ortleib indicated that a new hire started on March 28th and was undergoing their first two weeks of orientation. Chief Ortleib also stated he is working with administration for the next test. The Fire Department also is working through the closed bids they received for the new medic.

Mr. Bumbalough announced the City has received bids for crack sealing. The bids came in under \$50,000, which means quite a few streets will be addressed.

Mr. Crabill announced that the asphalt bids are set to come in tomorrow. Also, the preliminary development plans for the Dugan Place subdivision will be presented at the next Council meeting.

Chief Lingrell announced that the Fraternal Order of the Police Easter Egg Hunt will be Saturday, April 9 @ 12:00 pm outside of the Bill Moss auditorium. He announced that it takes approximately eight hours to fill the eggs, one hour to lay them out, and approximately ten seconds to disappear! Chief Lingrell also announced there will be an old/unused medication drop-off on April 30th. Unfortunately, the City cannot collect needles, ointments or liquids.

Ms. Boettcher thanked everyone for the sidewalk ordinance and the purchasing approval for DL Smith. She also mentioned that the next Council meeting will see an appropriation to transfer funds to complete the process.

Mr. Brugger mentioned it was worth a trip to the park to see the ballfield and offered a special thanks to Weidmann. He also thought everyone appreciated the list and the work session. Mr. Brugger recently met about first quarter stormwater. He appreciates everything being done to keep the stormwater compliant. He finally mentioned the old house at the park across from the pond had been demolished. He stated it didn't have any functional purpose.

President Hess reminisced that the City used to hard boil all the eggs. Chief Lingrell remembered that when he was a little boy. This made President Hess feel old.

Ms. Jumper moved to adjourn. Mr. Paul seconded. Voice vote on approval: all ayes, nays none. Motion passes 5-0.

ADJOURNED AT 6:51 p.m.

NEXT SCHEDULED MEETING

April 19, 2022 at 6:00 p.m.




Council Clerk


Council President