



**URBANA CITY COUNCIL
REGULAR SESSION MEETING
TUESDAY, MAY 16, 2023**

President Pro Tempore Paul called the City of Urbana Regular Session Meeting to order at 6:00 pm. President Hess absent.

City Staff attending: Director of Administration Kerry Brugger, Director of Finance Chris Boettcher, Director of Law Mark Feinstein, Mayor Bill Bean, Community Development Manager Doug Crabill, City Engineer Tyler Bumbalough, Grimes Municipal Airport Manager Elton Cultice, Police Chief Matt Lingrell and Fire Chief Dean Ortlieb.

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

Minutes

Mr. Thackery moved to put the minutes of April 18, 2023 on the floor for discussion and possible approval. Mrs. Bean seconded.

No comments/questions from Council.

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

Communications:

1. Urbana Shade Tree Commission Meeting Minutes from November 2022 (See Attached)
2. Safety Committee Meeting Minutes from April 13, 2023 (See Attached)
3. North Central Ohio Solid Waste District 2022 Landfill Disposal Annual Report (Emailed April 27, 2023)
4. Ohio Division of Liquor Control notice dated April 27, 2023, regarding the transfer liquor permit application for the Miami Street Tavern, LLC, 116 Miami St. (See Attached)
5. North Central Ohio Solid Waste Plan Ratification Package (Emailed May 10, 2023)

Mr. Thackery moved to put the communication on the floor for discussion. Mrs. Collier seconded.

No comments/questions from Council

Voice vote for acceptance of the communication. All ayes, nays none.

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 \$96,283.00 for the management of the Wendell Stokes

Municipal Pool for the 2023 season (see attached). This expense will be charged to General Fund – Pool and is in the 2023 budget at \$63,900.00. **VOTE: 2-0**

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

Ms. Truelove asked why the costs were higher this year. Mr. Brugger stated that this was the fifth year the YMCA will manage the City pool. He stated the biggest increase was due to labor costs. Starting wages went from \$9.30 an hour to \$10.10. He added that there was also additional start-up prep. Mr. Brugger stated that every year since the YMCA has managed the pool, the total price has never come in over the purchase order. He added that the YMCA will also take over the concessions, which is a separate contract where the City can recoup part of the sales.

Mr. Thackery stated it sounded similar to running a small business.

Voice vote on approval: all ayes, nays none.

2. The Board of Control recommends Council authorize the Director of Administration to enter in a contract with A & B Asphalt in the amount of \$551,479.37. This bid was the lowest and best bid of two bids received (see attached). The engineer's estimate was \$625,000.00. This expense will be charged to various funds and is in the 2023 budget. **VOTE: 2-0**

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

Mr. Bumbalough stated this was the street paving for the year. The attached map passed out at the meeting shows the streets to be paved, as well as the streets set for full-depth reclamation.

Mr. Scott asked regarding the full-depth reclamation, if there was to be regular concrete underneath with overlay or something lighter. Mr. Bumbalough answered that it was to be a stabilized mixture that hardens but still able to be dug through. He stated it was more solid than mud.

Voice vote on approval: all ayes, nays none.

3. The Board of Control recommends Council authorize the Director of Administration to enter into a unit price contract with R.B. Jergens Contractors, Inc. of Vandalia for the South High Street Improvements Project (ODOT PID 112019, CHP-S. High Street-0.00) in the amount of \$6,830,229.88 (contingent on final contract authorization by ODOT). This amount includes a contingency of \$96,804.03. The bid received was \$6,733,425.85 and was the only bid received. The engineer's estimate for the project was \$6,719,021.49. The South High Street Improvements will be funded by multiple federal, state and local funding sources. See attached funding breakdown and bid tabulation. **VOTE: 3-0**

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

Mr. Bumbalough stated that work for this project began all the way back in 2018 with the study through the Regional Planning Commission. The City had seven potential bidders, but only ended up with one bid.

Mr. Thackery asked if the City was in it for about \$1.5 million due to the \$900,000 leading up and the \$600,000 local up front. Mr. Bumbalough stated yes, but there was also the 0% loan. The total amount comes from numerous sources and there was over 130 line items for what was involved with the bids.

Ms. Jumper asked how long the project would run. Mr. Bumbalough stated the project would hopefully start the third week of June with a potential completion date of October 2024.

Voice vote on approval: all ayes, nays none.

4. In anticipation of Council approval of Resolution No. 2665-23, the Board of Control recommends Council authorize a purchase order to Stantec Consulting Services, Inc. in the amount of \$63,975.00 for government applications, bidding, construction administration, construction observation, and construction testing for the FAA FY2023 project at Urbana Grimes Airport for the Hangar Taxi-lane Rehabilitation, per the Engineering Services Agreement dated April 18, 2023. This expense will be charged to the appropriate open FAA AIP grants and the Airport Capital Improvement Fund, and is in the 2023 budget. **VOTE: 2-0**

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

Mr. Brugger stated this was the second year of the two-year project. He commented that last year consisted of a lot of testing. This project rehabilitates taxi lanes E & F. The City will need to cover the portions not eligible for FAA funding. This is part of the grant application that will be asked later for approval.

No comments/question from Council.

Voice vote on approval: all ayes, nays none.

Regarding the footnote, Mr. Thackery asked if the utilities for the bucket truck was to rebuild or replace. Mr. Brugger stated there was damage to the boom, and when it was opened up, more internal damage was found. The latest update is that the parts may be available in August.

Citizen Comments: None

ORDINANCES AND RESOLUTIONS

Third Reading: None

Second Reading:

Ordinance 4592-23: An ordinance to change the term “Captain” to the phrase “Fire Division Member in the Bureau of Fire Prevention” in Section 1501.01 of the Urbana Codified Ordinances. (Three readings required)

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

Chief Ortlieb stated the fire code aims to mitigate risks to fire. The Ohio Fire Marshall is in charge. The fire code also creates the fire prevention bureau. Currently, the City has eight members within the division. Chief Ortlieb stated the public does not care about rank; it solely cares about resolving the issue. Chris Jones is the fire inspector within the bureau. This ordinance allows anyone within the bureau to be named Fire Marshall.

Mr. Thackery stated Mr. Jones is doing a great job and has great relations with the communities.

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

First Reading:

Ordinance 4429-23: An Ordinance adopting the tax budget of the City of Urbana, Ohio, for the fiscal year beginning January 1, 2024; Submitting the same to the County Auditor. (Three readings, public hearing required)

Mrs. Bean moved to put this ordinance on the floor for discussion. Ms. Jumper seconded.

Ms. Boettcher stated this is the ordinance regarding the estimated 2024 revenue. The City has an estimated tax revenue of \$8.073 million and an estimated expenditure of roughly \$7.9 million.

President Pro Tempore declared this ordinance to have had its first reading.

Resolution 2633-23: A resolution to authorize the Director of Finance to transfer \$330,000.00 from the Perpetual Investment Fund to the Neighborhood Curb, Gutter, and Sidewalk Fund, for the purpose of repair/replacement of curbs, gutters, and sidewalks along the streets of the City of Urbana, Champaign County, Ohio. (Suspension of the rules requested)

Mr. Thackery moved for suspension of the rules to allow this to be passed on the first reading. Mrs. Collier seconded.

Roll call on suspension of the rules: Mr. Scott, yes; Mr. Paul, yes; Ms. Truelove, yes; Mr. Thackery, yes; Mrs. Collier, yes; Mrs. Bean, yes; and Ms. Jumper, yes.

Mr. Thackery moved to place the resolution on the floor for discussion and possible passage. Mr. Scott seconded.

Ms. Boettcher stated this resolution was to correct the records from the curb and gutters project from last month. This resolution makes sure the expenditures are from the correct funds.

Ms. Truelove asked about interest from the property owners. Ms. Boettcher stated the property owners are paying back their shares. This money goes back into the fund and the City is not charging interest to the property owners.

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

Resolution passes 7-0.

Resolution 2661-23: A resolution to amend Resolution 2433-22 to modify or increase appropriations within various funds of the City of Urbana, Ohio for current expenses during the fiscal year ending December 31, 2023. (Supplemental Appropriations) (Suspension of the rules requested)

Mr. Thackery moved for suspension of the rules to allow this to be passed on the first reading. Mr. Jumper seconded.

Roll call on suspension of the rules: Ms. Truelove, yes; Mr. Thackery, yes; Mrs. Collier, yes; Mrs. Bean, yes; Ms. Jumper, yes; Mr. Scott, yes; and Mr. Paul, yes.

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

Ms. Boettcher stated that this resolution was for lining the books up with the proper expenditures. She added that the permissive motor tax is a new fund. In order to make these moves, the City needs permission of Council.

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

Resolution passes 7-0.

Resolution 2662-23: A resolution to authorize the Director of Administration to execute an economic development transfer form (TRES) from the Ohio Department of Commerce, Division of Liquor Control on behalf of Aldi, Inc. (Ohio) for their new grocery/retail store at 741 Scioto Street, and declaring an emergency. (One reading required)

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

Mr. Crabill indicated Aldi would like to obtain a C1 (beer) and C2 (wine and mixed beverages, non-spirits) permit. These permits are typically quota-limited. Urbana currently has twelve based on population and all are issued. A C1 permit for Pappy's would still be on the waiting list from 2008 if a transfer was not approved. Aldi is asking for a C1 and C2 permit transfer from other

parts of the State where the permits are not in use. Aldi is on target to open the last week in July with a formal grand opening set for the first week in August.

Mr. Thackery indicated he had to do the same for his D5 permit.

Ms. Truelove asked what would happen if the transfer is not approved. Mr. Crabill indicated Aldi would have to remain on the wait list until a local permit became available.

Mr. Paul asked if Aldi would be taking a transfer permit from another Aldi. Mr. Crabill answered not necessarily. The permits are transferred from anywhere in the State where they are not in use. He added a population shift could also increase the number of permits available locally.

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

Resolution passes 7-0.

Resolution 2665-23: A resolution authorizing the Director of Administration of the City of Urbana, to prepare and submit FINAL application to participate in the Federal Aviation Administration (FAA) Airport Improvement Program (AIP) and to execute contracts as required. (One reading required)

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

Mr. Brugger stated Council previously approved the pre-application for taxi lanes E & F. The bids did not necessarily come in. Mr. Bumbalough adjusted the Engineer's estimate and re-opened bids. The ineligible costs came to approximately \$140,000. The City also funds 5% of the eligible costs. The second bid came back approximately 7% over the Engineer's estimate with is within the allowed 10%.

Mr. Thackery stressed the importance of keeping the airport up-to-date with all of the City's economic growth.

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

Department Liaison Reports:

Mr. Thackery stated he recently met with Mr. Crabill. They reviewed all City projects. There is a lot going on and he is excited for all the forward movement.

Miscellaneous Business:

Mr. Thackery stated Second Saturday went great. It was the first for the season. He stated there were a lot of record sales downtown. He also stated he did not hear any problems for the first week of the DORA.

Mrs. Bean asked if the City was mowing Dollar General this year. Mr. Brugger stated the City has not, and would only mow if the City issued a citation. Mrs. Bean then asked the progress if the new Dollar General. Mr. Crabill stated they should close on the land sale very soon. Finally, Mrs. Bean asked if UPD was going to participate in the Special Olympics torch run. Chief Lingrell confirmed they would be participating.

Ms. Truelove asked where the City stood with 405 Gwynne Street. Mr. Brugger stated the new owner cleaned out all the rubbish. He added the new owner thought the property could be rehabbed. Mr. Brugger is staying in touch with Mr. Carter and should see some activity in the next four to five weeks.

Ms. Truelove next asked if the increase traffic on Oakland Street been estimated for wear and tear. Mr. Bumbalough stated Phoenix Ag did a traffic impact study. This did have an estimate on the number of trucks. He stated that Oakland Street, being a state route, is built to handle trucks. He added that the study also looked at a potential turn lane, but it was deemed there was not enough traffic to warrant one.

Finally, Ms. Truelove asked if there was any pending litigation against the City. Mr. Feinstein indicated there was, but could not comment publicly on anything.

Chief Ortlieb stated that UFD was currently at full man-power. He also gave a shout-out to the Public Works and Street departments. They have been calling every day with where the location projects are located so the fire department could plan accordingly for any potential runs.

Chief Lingrell informed Council that UPD was still four officers understaffed. He urged everyone to push applicants. He added that the City has advertised more than ever before. He stated that Safetytown was coming up for incoming kindergartners for the weeks of June 19th and 26th. Finally, he indicated UPD was going to start a Citizen's Police Academy. This would start in September and run for six weeks.

Mr. Cultice thanked Council for its support of the Airport project.

Mr. Crabill stated that the past weekend was the soft launch for the DORA. He would be reaching out to businesses for feedback as they get comfortable. Mr. Scott asked if any non-alcoholic businesses had opted-out. Mr. Crabill indicated it would be there choice, but had not specifically heard of any businesses doing so at this point.

Mr. Bumbalough stated there was a little bit of work going around downtown. Crack sealing is hitting twenty-three streets. The Miami Street project is in full effect. One side of Bloomfield has already been torn out and partially poured.

Mr. Brugger encouraged Council to review the Solid Waste Plan that was included as a communication. The next agenda will have the accompanying resolution approving the plan.

Mayor Bean thanked Council for passing all of the Board of Control items. He added it was a lot of money tonight.

Council Clerk Steffan stated that he will be unavailable for the June 20th Council meeting. He informed President Pro Tempore Paul that he will have notes for him and also asked the City to have anything needed for the June 20th agenda to be turned in as early as possible.

Mr. Thackery moved to adjourn. Ms. Jumper seconded. Voice vote on approval: all ayes, nays none. Motion passes 7-0.

ADJOURNED AT 7:12 p.m.


NEXT SCHEDULED MEETING

June 6, 2023 at 6:00 p.m.





Council Clerk



Council President