

**URBANA CITY COUNCIL
REGULAR SESSION MEETING MINUTES
TUESDAY, MARCH 1, 2016 @ 6:00 p.m.**

A blue ink stamp with a checkmark in a box followed by the word "APPROVED" in a bold, sans-serif font.

President Marty Hess called the regular meeting of the Urbana City Council 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 Breanne Parcels, Fire Chief Mark Keller, Wastewater Superintendent Chad Hall and Community Development Director Doug Crabill.

PRESIDENT CALLED ROLL: Doug Hoffman, present; Tony Pena, present; Pat Thackery, present; Ray Piper, present; Dwight Paul, present; Cledis Scott, present; and Gene Fields, present. President Hess led those present in the Pledge of Allegiance.

SWEARING IN OF NEW FIRE CAPTAIN AND FIREFIGHTERS – Mayor Bill Bean swore in Captain Jason Croker, Firefighter Ralph Bowman and Firefighter Adam Nitchman.

MINUTES of the regular session meeting of February 16, 2016, in addition to Work Session Minutes of February 23, 2016, were approved as received. Mr. Thackery moved for the approval of the minutes and Mr. Pena seconded. Voice vote on approval: all ayes; nays, none. Motion carried without objection.

COMMUNICATIONS: None

ADMINISTRATIVE REPORTS – BOARD OF CONTROL:

1. Hull & Associates, Inc. - \$11,000.00 (Capital Improvement)

Mr. Paul moved to authorize a purchase order for landfill gas compliance activities. Mr. Pena seconded. Mr. Brugger noted a brief history of the landfill, which opened in 1952, closed in 1988 and was capped in 2011. “Our primary goal is responsiveness to the EPA and compliance to follow their directives,” he said. Mr. Hoffman asked how the 30-year monitoring period for closed landfills was established and Mr. Hall indicated that was set by the Ohio Administrative Code. Voice vote on approval: all ayes; nays, none.

2. McKesson (Ambulance Billing)

Mr. Paul moved to authorize the Director of Finance to enter into a contract with McKesson to provide ambulance billing services for a minimum period of twenty four months, at a cost of 5.5 percent of net revenue with monthly invoices. The previous vendor, Medicount, cost 6.5 percent and that contract expired January 31, 2016. Mr. Thackery seconded. Chief Keller noted that McKesson also provides similar services to Marysville, and the major difference will be invoicing the city directly rather than a split of every bill collection. Voice vote on approval: all ayes; nays, none.

3. Charles E. Harris & Associates – not to exceed \$25,000.00 (Non-Departmental, Water and Sewer Divisions)

Mr. Paul moved to authorize a purchase order for audit services for year ending December 31, 2015. Mr. Thackery seconded. Ms. Boettcher indicated the past several years the state auditor has performed the audits, and the state did the RFP for services. "So they are hired by the state and we get to pay them," Mr. Paul said. "So basically the state is outsourcing," Mr. Scott said. "That happens a lot," Ms. Boettcher replied, noting the expense for 2014's fiscal year was about \$30,000. Voice vote on approval: all ayes; nays, none.

4. F & E Payment Pros - \$18,185.00 (Capital Improvement – Finance)

Mr. Paul moved to authorize a purchase order for the purchase of EZ Time Attendance Solution software, licensing, and biometric time clocks. Mr. Thackery seconded. Mr. Scott asked how many clocks will be purchased and Mr. Thackery asked if the cost includes a software service contract. Ms. Boettcher said the City will own the six timeclocks and other hardware which will work with the proximity card/employee badges as well as thumbprints, and the contract includes a software maintenance fee of about \$10,000. Voice vote on approval: all ayes; nays, none.

5. Purvis Brothers Fuel – not to exceed \$18,608.26 (Airport Fund)

Mr. Paul moved to authorize a purchase order to retire the debt associated with the 2015 agreement approved by Council on April 21, 2015, for the upgrades at the airport fuel farm. Mr. Thackery seconded. Mr. Brugger explained that one of the challenges at the airport is fuel pricing, as Purvis has provided "excellent service" but the contract won't let the city shop around for fuel pricing until the debt is paid off. Voice vote on approval: all ayes; nays, none.

CITIZEN COMMENTS: None

ORDINANCES AND RESOLUTIONS:

Third Reading – None

Second Reading –

RESOLUTION NO. 2411-16

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 AIRPORT IMPROVEMENT PROGRAM AND TO EXECUTE CONTRACTS AS REQUIRED, AND DECLARING AN EMERGENCY.

Mr. Brugger noted this will allow the extension of Taxiway C to prevent bottlenecks in aircraft traffic around the fueling area. The FAA will not pay for a new T-hangar, but will pay for the taxiway improvements that would permit such construction. President Hess declared this resolution to have had its second reading.

First Reading –

RESOLUTION NO. 2477-16

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO SUBMIT AN APPLICATION FOR AN OHIO FY2016 LOCAL GOVERNMENT SAFETY CAPITAL GRANT PROGRAM FROM THE OHIO DEVELOPMENT SERVICES AGENCY AND DECLARING AN EMERGENCY. (Rules suspension requested.)

Chief Keller explained the application is due March 23, 2016 and the Urbana Fire Division will be seeking up to \$100,000 with a zero match. The grant may assist with replacement of the hazmat truck and utility truck and equipment, he said. Awards will be announced in May. Mr. Fields moved to suspend the three reading rule in addition to placing said resolution on the floor for discussion and possible passage. Mr. Scott seconded. President Hess called roll on suspension of rules: Mr. Pena, yes; Mr. Thackery, yes; Mr. Piper, yes; Mr. Paul, yes; Mr. Scott, yes; Mr. Fields, yes; and Mr. Hoffman, yes. Vote 7-0. President Hess called roll on passage of resolution: Mr. Thackery, yes; Mr. Piper, yes; Mr. Paul, yes; Mr. Scott, yes; Mr. Fields, yes; Mr. Hoffman, yes; and Mr. Pena, yes. Resolution passed 7-0.

RESOLUTION NO. 2478-16

A RESOLUTION TO AUTHORIZE THE MAYOR OR HIS DESIGNATED REPRESENTATIVE TO MAKE APPLICATION TO THE CHAMPAIGN COUNTY COMMISSIONERS UNDER THE FISCAL YEAR 2016 COMMUNITY DEVELOPMENT BLOCK GRANT COMMUNITY DEVELOPMENT PROGRAM AND TO FURTHER AUTHORIZE THE CITY TO PURSUE OTHER ECONOMIC DEVELOPMENT AND PUBLIC INFRASTRUCTURE RELATED CDBG PROGRAMS, AND DECLARING AN EMERGENCY.

Mr. Crabill reviewed information about CDBG changes and President Hess declared a first reading.

RESOLUTION NO. 2479-16

A RESOLUTION TO AUTHORIZE THE DIRECTOR OF ADMINISTRATION TO MAKE APPLICATION TO THE OHIO DEPARTMENT OF TRANSPORTATION UNDER THE HIGHWAY SAFETY IMPROVEMENT PROGRAM FOR IMPROVEMENTS TO THE MONUMENT SQUARE ROUNDABOUT (INTERSECTION OF US 68 AND US 36), INCLUDING APPROACHING ROADWAYS, AND DECLARING AN EMERGENCY. (Rules suspension requested.)

Mr. Crabill reviewed information regarding Monument Square and funding sources available for improvements. Mr. Paul asked why rules suspension was requested, if construction would not take place until 2019. "The application's not due until April but the applications should be reviewed together at ODOT District 7," Mr. Crabill replied. Mr. Thackery moved to suspend the three reading rule. Mr. Paul seconded. President Hess called roll on suspension of rules: Mr. Piper, no; Mr. Paul, yes; Mr. Scott, yes; Mr. Fields, yes; Mr. Hoffman, yes; Mr. Pena, yes and Mr. Thackery, yes. Vote 6-1. Mr. Thackery moved to put resolution on the floor for discussion and possible passage. Mr. Paul seconded. President Hess called roll for passage: Mr. Paul, yes; Mr. Scott, yes; Mr. Fields, yes; Mr. Hoffman, yes; Mr. Pena, yes; Mr. Thackery, yes; and Mr. Piper, no. Resolution passed 6-1.

RESOLUTION NO. 2480-16

A RESOLUTION AUTHROIZING THE DIRECTOR OF FINANCE TO SUMBIT AN APPLICATION ON BEHALF OF THE CITY OF URBANA TO JOIN THE METROPOLITAN EDUCATION COUNCIL, AND DECLARING AN EMERGENCY (Rules suspension requested.)

Ms. Boettcher explained that this was an oversight in the health insurance application process with the broker, as the City's savings were based on membership for this cooperative purchasing for \$300. Mr. Paul moved to suspend the three reading rule. Mr. Thackery seconded. President Hess called roll on suspension of the three reading rule: Mr. Scott, yes; Mr. Fields, yes; Mr. Hoffman, yes; Mr. Pena, yes; Mr. Thackery, yes; Mr. Piper, yes and Mr. Paul, yes. Vote 7-0. Mr. Paul moved to put resolution on the floor for discussion and possible passage. Mr. Thackery seconded. President Hess called roll on passage of resolution: Mr. Fields, yes; Mr. Hoffman, yes; Mr. Pena, yes; Mr. Thackery, yes; Mr. Piper, yes; Mr. Paul, yes; and Mr. Scott, yes. Resolution passed 7-0.

RESOLUTION NO. 2481-16

A RESOLUTION DECLARING NECESSITY AND INTENT TO APPROPRIATE LAND FOR THE PURPOSE OF COMPLETING THE SAFE ROUTES TO SCHOOLS PROJECT AND DECLARING AN EMERGENCY (Rules suspension requested.)

Mr. Crabill explained that one of the property owners of record along Madison Avenue is deceased and an estate action was never filed to establish heirs, therefore the City must go through the eminent domain process to acquire the portion of the property necessary to install the sidewalk.

"So we're working on a project for a school that may not be there in two years?" Mr. Scott asked.

"ODOT told us to leave it that way when the levy was passed and we asked if we could move it to Boyce," Mr. Crabill said. "We will bid this spring with construction this summer."

Mr. Paul moved to suspend the three reading rule. Mr. Thackery seconded. President Hess called for a roll call for passage of the suspension of the three reading rule: Mr. Hoffman, yes; Mr. Pena, yes; Mr. Thackery, yes; Mr. Piper, yes; Mr. Paul, yes; Mr. Scott, yes; and Mr. Fields, yes. Suspension of the rules passes 7-0. Mr. Paul moved to put this resolution on the floor for discussion and possible passage. Mr. Thackery seconded. President Hess called for a roll call for the passage of this resolution: Mr. Pena, yes; Mr. Thackery, yes; Mr. Piper, yes; Mr. Paul, yes; Mr. Scott, yes; Mr. Fields, yes; and Mr. Hoffman, yes. Resolution passes 7-0.

MISCELLANEOUS BUSINESS:

Mr. Piper asked about street paving in the Fourth Ward.

Mr. Thackery commended the City on having a balanced budget even with revenue reduction of close to \$500,000 in recent years. "The average city in Ohio is spending \$655 per capita and we're at \$474 here so I think we're doing a good job," he said. "We're in the black, not the red."

Mr. Paul asked Chief Keller how the Fire Department gets notified of grants. Chief Keller advised that the grant under consideration tonight was found via e-mail.

"What would happen if we just said no?" Mr. Hoffman asked about rules suspension, noting that he is frustrated with unfunded mandates and a narrow timeline to review proposed legislation.

"If we wouldn't do it, we would probably face a penalty," Mr. Brugger said. "Our goal is to be compliant when it comes to health and safety. Three of the four (resolutions) tonight were to apply for something. Our charter hasn't kept up with the speed of how quickly the state expects them. A lot of these are routine, and we have to come back for approval anyway to spend the money. We don't have the latitude with legislation that counties and townships do."

Mr. Hoffman asked about an update on the Q3 Project. Mr. Brugger stated that Jobs Ohio still is involved and there has not been any commitment by the prospective end-user yet.

Chief Mark Keller stated that he appreciated everyone's involvement in the ceremony to recognize the new captain and firefighters, and also stated that there is still one more position open thanks to the SAFER grant.

Mr. Crabill stated that at the next meeting there would be a 15-20 minute presentation referencing sewer and storm water.

Mr. Hall stated that the compost facility is scheduled to open April 1, 2016 but may be sooner.

Mr. Brugger said Pointe North opened today with a significant change as ALL fishing will be catch and release only with non-barbed hooks based on sampling by ODNR. Community Clean Up flyers will be going out with the utility bills. Gwynne Street is closed due the fact that some concrete has fallen out of the overhead railroad bridge on this street and the Port Authority has been notified.

Ms. Parcels reminded council members they should consider attending upcoming training sessions offered by the Ohio Municipal League and deadlines for Ohio Ethics Commission filings.

President Hess suggested charter changes need to be put on the work session agenda along with discussion about cemetery board creation.

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

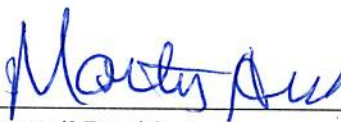
ADJOURN at 7:56 p.m.

NEXT SCHEDULED MEETING

March 15, at 6:00 p.m.



Council Clerk



Council President