

APPROVED

**URBANA CITY COUNCIL  
PUBLIC HEARING  
TUESDAY, MARCH 19, 2024**

President Pro Tempore Bean called the Public Meeting to order at 6:00 pm.

This sole topic discussed was the amendment of Sections 1339.99 and 1149.03 of the Codified Ordinances

Mr. Carter stated the purpose of these amendments was to create uniformity across the different codes in terms of remedies and outcomes. He added that the penalties would give the City the options for Court, injunctive relief and/or fines for non-compliance.

There were no comments from the public.

President Pro Tempore Bean called the Public Hearing closed at 6:01 pm.

**URBANA CITY COUNCIL  
REGULAR SESSION MEETING  
TUESDAY, MARCH 19, 2024**

President Pro Tempore Bean called the City of Urbana Regular Session Meeting to order at 6:01 pm. (President Paul absent)

**City Staff attending:** Director of Administration Kerry Brugger, Director of Law Mark Feinstein, Director of Finance Chris Boettcher, Zoning and Compliance Officer Preston Carter, City Engineer Tyler Bumbalough, Community Development Manager Doug Crabill, Police Chief Matt Lingrell, and Fire Chief Dean Ortlieb

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

**Minutes**

Mr. Scott moved to put the minutes of February 20, 2024 on the floor for discussion and possible approval. Ms. Jumper seconded.

Council Clerk Steffan mentioned a typo involving a copy and paste edit.

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

**Communications:** None

**Proclamation** – American Red Cross

President Pro Tempore Bean read a proclamation on behalf of Mayor Bean declaring March 2024 as American Red Cross month.

**Administrative Reports – Board of Control:**

1. The Board of Control recommends Council authorize a purchase order to Public Entities Pool in the amount of \$231,751.67 for one year to cover the cost of property and casualty insurance. This is an 10% increase over the 2023 premium (see attached comparison). This expense will be charged to departmental insurance accounts and is in the 2024 budget. **VOTE: 3-0**

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

Ms. Boettcher stated this was the annual renewal for vehicle, auto, liability and property insurance. She added the 10% increase is standard in the industry and that City values also went up 10%. Ms. Boettcher claimed the City usually has a handful of claims each year and they usually are very good at reimbursing claims.

No comments/questions from Council.

Roll call on approval: Mr. Scott, yes; Ms. Truelove, yes; Mrs. Bean, yes; and Ms. Jumper, yes.

2. The Board of Control recommends Council authorize a purchase order to Tom's Construction Inc. for the Railroad Street Storm Project in the amount not to exceed \$931,786.00, which includes a 5% contingency on the total bid price but excludes the grant administered through Champaign County. Tom's Construction was the lowest responsive and responsible bidder at a bid of \$1,335,034.00. This project will include a CDBG Critical Infrastructure grant (PY 2022) of \$470,000, with the balance being charged to the Stormwater Capital Improvement Fund, Water Fund, and Sewer Fund. See attached. **VOTE: 3-0**

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

Mr. Bumbalough commented that this is the project that stormwater has been building up to for the past five years. He stated that Tom's was the second lowest bidder but was chosen after reference checks. He added that it is still \$30,000 under the Engineer's estimate. Mr. Bumbalough stated that Columbia Gas started today moving their utilities and the City will also have to move water main and sanitary sewer. He commented that the project is to alleviate a pinch point in stormwater system.

Mr. Scott stated that he was surprised by some of the individual line-item numbers that came in but how they all would be reasonably close together at the grand totals.

Mrs. Bean thanked Mr. Bumbalough for checking references.

Roll call on approval: Ms. Truelove, yes; Mrs. Bean, yes; Ms. Jumper, yes; and Mr. Scott, yes.

3. The Board of Control recommends Council increase purchase order number 2024-00562 to R. B. Jergens Contractors Inc. in the amount of \$252,275.12 for pending change orders

related to the South High Street project. This expense will be charged to the OPWC Loan. See attached. **VOTE: 3-0**

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

Mr. Bumbalough stated the increase was because of necessary change orders due to unexpected underground (sanitary sewer mostly) work. He added that part of these funds will cover the extra 5% required from the 95% grant previously accepted.

Mr. Scott stated that Mr. Bumbalough mentioned problems with plans. Mr. Scott asked if the outside engineering was bonded. Mr. Bumbalough stated they are to a certain point, but he doesn't know if it has been looked into quite yet. He added that often times engineering firms are only bonded to a certain amount. Mr. Scott added that he liked the idea of holding feet to the fire.

Roll call on approval: Ms. Truelove, yes; Mrs. Bean, yes; Ms. Jumper, abstains; and Mr. Scott, yes.

Council did not have any questions/comments regarding the January-February 2024 footnotes.

**Citizen Comments:** None

## **ORDINANCES AND RESOLUTIONS**

### **Third Reading:**

**Ordinance 4601-24:** An ordinance to amend Sections 111.02, 111.03, and 111.04 of the Codified Ordinances. (Three readings required, public hearing required)

Mr. Scott moved to put this ordinance on the floor for discussion and possible passage. Ms. Truelove seconded.

Mr. Feinstein stated that President Paul did a good job explaining the revisions to Council rules at previous meetings.

Mrs. Bean stated that as President Pro Tempore, she was glad she was still on the old rules for one final meeting as opposed to starting out with new rules for the first time.

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

Ordinance passes 4-0.

**Ordinance 4602-24:** An ordinance adopting the Planning Commission recommendation to enact Chapter 1303 of the Codified Ordinances, Property Maintenance Code, and enacting Chapter 1303 of the Codified Ordinances of the City of Urbana, entitled Property Maintenance Code. (Three readings required, public hearing required)

Ms. Truelove moved to put this ordinance on the floor for discussion and possible passage. Ms. Jumper seconded.

Mr. Carter stated this ordinance was adopting the international property maintenance code with changes for our municipality.

Ms. Truelove stated she had a couple concerns. She appreciated what Mr. Carter has done and inquired to what extent he would be involved.

Mr. Carter stated the current legislation is very broadly written. He stated there is a difference between a mountain of trash bags on the property and items that some may not consider trash/junk. He added that the less impactful items would not be addressed.

Mr. Carter added it was the same concept behind the property maintenance code. There is a difference between a well-maintained property with one broken window versus eight broken window and hole in roof. The second would be addressed.

Ms. Truelove asked if Mr. Carter's assistant would have the same authority to address. Mr. Carter answered that any assistant would report to him. That person would bring concerns to him and he would still be the one to send the letters.

Ms. Truelove wanted to know how far the City would go in terms of fines. She stated it could be a lot of money, which contradicts being able to have money to fix the issues. Mr. Carter emphasized the point isn't to be punitive. He added that it is within his discretion to work with a property owner as long as there is open dialogue and movement.

Ms. Truelove inquired what would happen if a property owner refused to comply. Mr. Carter stated that the City could only do so much and it's important to have tools to be able to leverage and affect change.

Ms. Jumper stated she has reached out to Mr. Carter numerous times and is appreciative of the work he is doing.

Mr. Scott expressed concerns about voting with only four Council members. Mr. Feinstein clarified that it only requires a quorum to vote, but passage would still be a majority of those Council members present.

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

Ordinance passes 4-0.

**Ordinance 4603-24:** An ordinance to adopt the Planning Commission recommendation accepting the proposal to update the City of Urbana official zoning map to establish City designated zoning classifications for two recently annexed properties: K48-25-11-02-009-00 & K48-25-11-02-11-010-00. (Three readings required, public hearing required)

Ms. Jumper moved to put this ordinance on the floor for discussion and possible passage. Mr. Scott seconded.

Mr. Carter stated this ordinance was to establish zoning for two annexed parcels at S & L Lumber. He added that the B-2 designation was congruent with adjacent parcels.

No comments/questions from Council.

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

Ordinance passes 4-0.

**Second Reading:**

**Ordinance 4606-24:** An ordinance to amend Sections 1339.99 and 1149.03 of the Codified Ordinances. (Three readings required, public hearing required)

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

Mr. Carter spoke about this topic at the public hearing. He stated that he was available for any questions.

No comments/questions from Council.

President Pro Tempore Bean declared this Ordinance to have had its second reading.

**First Reading:**

**Resolution 2688-24:** A resolution accepting the report of the Tax Incentive Review Council (TIRC) from their March 7, 2024 meeting regarding the status of the Enterprise Zone and Community Reinvestment Area agreements and to accept the recommendations of the TIRC concerning said agreements, and declaring an emergency. (One reading required)

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

Mr. Crabill stated that the recording to State of Ohio is due at end of March. He added that the review is a requirement every year.

Mr. Crabill stated that the agreement of American Pan has now expired. He also clarified that Memorial Health is now terminated as an enterprise zone because they now fall into the hospital designation after purchasing the real estate as opposed to leasing it.

Finally, he described that Navistar on Phoenix Drive has been falling a little short. He stated the City has looked at their history, and they haven't quite recovered since Covid. He added that the City is having an open dialogue with Navistar. Ultra-met expansions were also discussed as one agreement was met with the other one a little down. Mr. Crabill indicated that the numbers have been fluctuating throughout the year.

No comments/questions from Council.

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

Resolution passes 4-0.

**Department Liaison Reports:**

Mrs. Bean stated the Safety Committee met on March 14<sup>th</sup>. She stated that further preparation regarding the eclipse was discussed.

**Miscellaneous Business:**

Ms. Jumper stated she attended the Sutphen opening. She stated it was beautiful and well put together.

Ms. Jumper added that certain parts would be opening tomorrow at 1300 S. Main Street, with a walkthrough coming soon.

Ms. Truelove inquired about getting rid of the severe weather sirens. Mrs. Bean stated she spoke to the new EMA director. She stated the County Commissioner decided to get rid of sirens due to costs. She added that on the EMA Champaign County website, one can add their information to get notifications. She added that she was pleased to open her phone Thursday night to see the notification for Boyce Street to take cover.

Mrs. Bean also reiterated the open house for Sutphen. She is thrilled they chose Urbana and thought it was enjoyable that the small children are the 6<sup>th</sup> generation.

Chief Ortlieb stated there is a link on the Fire Department's Facebook page on weather safety week that takes the user to the State website. He also encourages seniors without cell phones to purchase a weather radar. He stressed the importance to have multiple ways in which one can be notified. He added when one seeks shelter, it is important to wear shoes.

Mr. Bumbalough stated striping bids came back from the Miami Valley Communications Council. He stated three bids came back from that and that crack sealing opened bids today.

Mr. Crabill also reiterated the Sutphen open house. He added that it is exciting to see and amazing how their business is growing. He stated that hopefully there will be the opportunity to grow in the future.

Mr. Brugger stated the compost facility opened this week. He added that it was not staffed quite yet. He stated he was unsure when it will be open on weekends. Also, he stated there would be a new sound system installed in the training room later this week.

He closed by stating there is a lot of moving parts going on in the City and thanked everyone for all the work behind the scenes in getting the ordinances out.

Mrs. Bean brought up the topic for additional ideas for the April 2<sup>nd</sup> Work Session. She stated that currently Council has the issue of deer on the agenda. Ms. Truelove stated she would like

communication being discussed on the agenda. Mrs. Bean added Council could also potentially look into reports for the newspaper.

Council Clerk Steffan informed everyone that Mr. Davis would likely be sworn in on the April 16<sup>th</sup> meeting. He added that the certification of the election typically occurs three weeks after the election, which would be April 9<sup>th</sup>. Mr. Steffan also indicated that Salary Commission recently concluded their meetings and made the decision to keep Council/Mayor salaries at the current rate for the time being. The next Salary Commission meetings are scheduled to begin in February 2025.

Mrs. Bean thanked everyone for their patience with her running the meeting as President Pro Tempore for the first time tonight.

Ms. Jumper moved to adjourn. Ms. Truelove seconded. Voice vote on approval: all ayes, nays none. Motion passes 4-0.

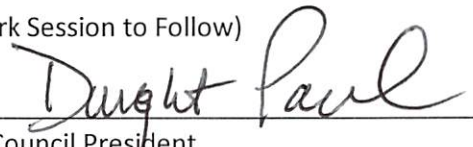
**ADJOURNED AT 6:50 p.m.**

**NEXT SCHEDULED MEETING**

April 2, 2024 at 6:00 p.m. (Work Session to Follow)



  
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Council Clerk

  
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Council President