

**URBANA CITY COUNCIL**  
**REGULAR SESSION MINUTES – AUGUST 14, 2012**

**Council President Marty Hess** called the Urbana City Council Regular Session Meeting of Tuesday, August 14, 2012, to order at 7:00PM in Court Chambers / The Municipal Building.

Attendance – All Council Members were present

City Staff – Mayor Bill Bean; Mr. Kerry Brugger, Director of Administration; Mr. Lee Williams, Finance Director; Police Chief Matt Lingrell; and Mr. Robert Munch

**Roll Call and Pledge of Allegiance**

**Approval of Minutes**

Council President Hess recited the 4 listed sets of Minutes, and Mr. Larry Lokai moved to approve the following: UCC Public Hearing Minutes (July 24, 2012), UCC Regular Session Minutes (July 24, 2012), UCC Work Session Minutes (July 24, 2012), and UCC Special Meeting Minutes (August 8, 2012); Mr. Dwight Paul seconded. Motion carried without objection. Council President Hess noted the purpose of the UCC Special Meeting, and outcome of changing the vote on the Recycling.

“Recycling will be continuing for the next 3 years, as it is now,” stated Council President Hess.

**Communications**

Mr. Robert Thorpe moved to place the City of Urbana Board of Zoning Appeals Minutes (April 30, 2012) on file; Mr. Lokai seconded. Motion carried without objection.

Mr. Thorpe moved to place the City of Urbana Planning Commission Minutes (June 25 & July 9, 2012) on file; Mr. Paul seconded. Motion carried without objection.

Mr. Thorpe moved to place the City of Urbana Design Review Board Minutes (June 25, 2012) on file; Mr. Lokai seconded. Motion carried without objection.

Mr. Al Evans moved to place the correspondence from Mr. John Grauman, 113 So. Main St./Apt.307 (no date provided on correspondence) to Council regarding complaint, on file; Mr. Eugene Fields seconded. Motion carried without objection.

**Discussion on Communication #4 –**

Council President Hess noted the letter was hand delivered to him on August 8, 2012.

Mrs. Virginia Smith said, “I did contact him, and had a lengthy conversation...the same old stuff, but I told him that I would like to meet with him and see if we can’t work something out...so he can take care of his own property, instead of us...I just talked to him Friday, so that’s the update on that.”

“Thank you—I appreciate you doing that,” replied Council President Hess.

**Administrative Reports – Board of Control**

1.

Mr. Fields moved to authorize the Director of Administration to enter into a unit price contract with North American Salt Company for the 2012-2013 Winter salt needs at a cost of \$64.36 per ton. (American Rock Salt was the lowest bid received from SWOP4G, a consortium of public entities in which the City participates. Last year’s cost : \$66.02 per ton. This will be charged to the Street Dept., and is in the 2012/2013 Budgets.); Mr. Paul seconded. Motion carried without objection.

Discussion –

Mr. Lee Williams stated, "It's a \$45,000 budget item for next year (it was \$46,000 this year)—we're saving just over \$1,000., and that's because of the price reduction of the tonnage. We budget 700 tons annually."

"We're not going to buy it all at once? It's just 'not to exceed'?" asked Mr. Evans.

Mr. Williams responded, "No—this is a contract (right) for us to buy up to 1,000 tons at this price."

"So if we don't need that much, then we..." Mr. Evans said (voice trailing off).

"Right—correct," said Mr. Williams.

Mrs. Smith asked, "Don't we have quite a bit left from...?"

"We do," answered Mr. Williams. "In the 300 to 400 ton range."

"It's a lot cheaper than it was a few years ago...keep saving money," Mr. Lokai commented.

2.

Mr. Evans moved to authorize the Director of Administration to enter into a contract with Wagner Paving, Inc. for the CDBG FY2011 Street Resurfacing Program in the amount of \$59,582.70 (This is the lower of 2 bids received. A total of \$58,700 in FY2011 CDBG funds are available to fund this project. The balance of the funding will be from the Capital Improvement Fund, and is in the 2012 Budget); Mr. Paul seconded. Motion carried without objection.

3.

Mr. Lokai moved to authorize a purchase order to Neptune Meters in the amount of \$10,000 for the purchase of water meters, and miscellaneous supplies (This will be charged to the Water Dept., and is in the 2012 Budget); Mr. Paul seconded. Motion carried without objection.

Discussion –

Mr. Robert Munch explained:

"Basically, both of these—are the places we get our stuff from—this one is for meters, wire, outside reading devices, readers, assorted clamps and details for attaching meters to houses. We've already spent \$3,000 of this for a 2 inch meter on the new Wellness building. A lot of this we actually will bill back to people as they buy the stuff, so it's for replacement stuff."

4.

Mr. Doug Hoffman moved to authorize a purchase order to EJP in the amount of \$20,000 for the purchase of water distribution supplies and parts (This will be charged to the Water Dept., and is in the 2012 Budget); Mr. Lokai seconded. Motion carried without objection.

Discussion –

Mr. Munch said, "Distribution repairs supplies type things—clamps, pipe, surface line material—that sort of thing. As a example, just replacing the 8 clamps that we've used in the last 2 weeks is \$905...so we'll go through this pretty quick, but hopefully it will last..."

Mr. Paul asked for a description and approximate size of a clamp.

Mr. Munch replied, "Picture that clamp going around a 12" pipe."

"That's what I need," said Mr. Paul.

"Good explanation," Mr. Evans added (to some audience laughter).

“I see that all these items are in the Budget—how are you doing budget-wise?” asked Mr. Hoffman.

Mr. Munch answered, “As long as I’m not doing any of our Capital Improvement things, I’m fine. Quite frankly—the budget—the extra amount that we originally planned on isn’t there...so that we’re not doing any of the Capital Improvement type projects in 2012.”

“So we’re still playing catch up?” asked Council President Hess.

“Yes sir,” said Mr. Munch. “Actually we’re not even catching up, we’re just sort of laying low.”

“Right—how far behind are we (with this budget)?” asked Council President Hess.

Mr. Williams replied, “He’s not behind on his budget yet—but this is August, so...”

“I know—It’s scary,” said Council President Hess.

“...and if we don’t do the Capital Improvement projects, they just get pushed to another year...I don’t believe we’ll be behind...we’ll just be behind (as it’s been the last 4 or 5 years), in pushing Capital Improvement projects to the next year,” stated Mr. Munch.

5.

Mr. Paul moved to authorize a purchase order in the amount of \$5,813 to Clean All Services of Sidney, OH for the general cleaning and detailed floor work of the common areas and restrooms in the main portion of the Municipal Building (This recommendation is based on the developed scope of work to include monthly general cleaning, one time window cleaning in the atrium area, one time stripping and waxing of all hard floor surfaces and steam cleaning/shampooing of carpet areas of the common public areas, through December 2012. This request does not include individual office spaces. As discussed in the preceding Work Session, this was the lowest of 5 quotes received, and will be charged to Non-Departmental Expense. This is not in the 2012 Budget); Mr. Lokai seconded. Motion carried without objection.

Discussion –

Mr. Kerry Brugger stated :

“Just a point of clarification—I omitted (in the Work Session we covered it, but I didn’t transfer it properly in this)—the purchase order for it would be issued to Clean All Services out of Sidney...and (1 other item), there were 5 quotes requested...only 4 came back, a little typo on our part there.”

Mr. Brugger repeated the areas that would receive attention, and he noted, “We’re not doing any private offices or any interior offices—those will all be maintained with our current employee staff (City staff).”

He added, “Our hope is to get everything picked up to another level—bring it up to speed, and reevaluate this as we get into the budget process for next year. We’re looking for—just to be able to go through the rest of this year, and get things in shape—it’s been deferred over the last couple of years, and it’s just time to put a little money into our facility to get it back in shape.”

“I just think it’s a good investment—as was mentioned in the Work Session, we’ve got a lot more people coming through the building,” Mr. Fields commented. “It’s money well spent.”

Mr. Evans said, “I just had a general question (not about the cleaning, but about the presentation)—we had quite a lengthy discussion last year about items being brought to

us from the Board of Control that were under a certain limit...is the reason this is coming to us, because it's not in the budget?"

"Correct," said Mr. Brugger.

"Correct," repeated Mr. Williams.

"...and that limit is what \$2,500?" asked Mr. Evans.

"\$2,500 if it's not in the budget--\$7,500 in the budget," replied Mr. Brugger.

"At the end of 2012—will we go through the bidding system again?" asked Mrs. Smith.

"If we're pleased with the service, our intent would be to try to extend this for one term—then (as we get through that first full year) then we would look at an opportunity to either rebid, or (you know) evaluate at that time," said Mr. Brugger. "Our purpose now is to get things going, and evaluate the scope. If the scope changes significantly (and we see it), then we would probably have to go out and rebid..."

"Anybody that travels very much knows one thing...that when you go into a new surrounding or building, or something...that presence of that building (the look of the building) sets the precedent for what you think of that company...in this case, the City...and I think it's very important that we project a positive, clean facility..." said Mr. Lokai. "We'll have a lot of activity in this building in the next couple years, so when people come in they see the building...thinking Urbana is the place I want to do business with."

He also stressed the importance of good public relations, and money invested to project a positive image.

Mr. Thorpe questioned, "Are you going to go to the individual offices later on?"

"We would look at that, as we reevaluate how things are going...but for right now, we just really want to focus on the primary, common areas that the public sees," said Mr. Brugger.

Mr. Thorpe added, "Just a suggestion that you might want to give a dust rag to the Treasury Dept."

"I agree with the team—I think it's a good thing for economic development...for strategies here in the city...also I think it's more for a sanitary purpose. The first time I walked in here—it kind of set me off," stated Mr. Hoffman.

### **Citizen Comments**

There were no citizens who came forward at this Meeting.

### **Ordinances and Resolutions**

#### **Third Reading –**

Following the Third Reading of RESOLUTION NO. 2371, Mr. Lokai moved the place Resolution No. 2371 on the business floor for discussion and passage; Mr. Evans seconded.

Roll call vote to approve passage: Mrs. Smith, yes; Mr. Lokai, yes; Mr. Thorpe, yes; Mr. Hoffman, yes; Mr. Fields, yes; Mr. Evans, yes; Mr. Paul, yes (7-0)

#### **Discussion –**

Mr. Brugger stated, "There's a vacant pit (if you will)—retention pond—towards the north end of the Y property, that isn't usable for them to develop...and the intention is for us to utilize it on part of our east side stormwater retention projects that are coming up in the next few years...and it makes sense for us to utilize this, and divert some of that water away from the east side into an area that will (hopefully) seep out and drain through. Part of that—it splits the Y property whereby they can't use their farthest north portion, and so

the amount that they need...and the amount the school has is almost identical...they're going to just swap that, so it contiguous to their existing land. We'll take care of all the platting and recording of all the parcels, so all of that will be put in place...at such time down the road there is development, we'll have all that already recorded...so we won't have to go back..."

"It's a good venture, and a good joint effort with the Y and the school, and the City of Urbana!" said Mr. Fields.

"So it's a—win, win, win?" asked Mr. Evans.

"It appears to be that way," replied Mr. Brugger.

"Good job," said Mr. Evans.

### **Second Reading –**

There were no Second Readings at this Meeting.

### **First Reading –**

There were no First Readings at this Meeting.

### **Miscellaneous Business**

Mr. Hoffman - "If you're heading east on Reynolds at the intersection of (I believe) Kenton—there's a stop sign on Reynolds, but it's a thoroughfare from Kenton...if you're turning left (and look to your right—there's a big bush there on the corner), and you cannot see...and some people are going very, very fast down there...somebody's going to get hit...I'm surprised nobody has been hit," Mr. Hoffman said.

"I got a call on the school bus about that today," Council President Hess added.

Mr. Thorpe - Nothing at this time

Mr. Lokai - Nothing at this time

Mrs. Smith - Asked for an update on Mr. Chris Stokes

Mr. Brugger replied, "He's doing well (is my understanding)—he'll be off a couple more weeks, so we'll see how things progress—early September we expect him back."

Mrs. Smith asked whether his duties are being taken care of.

Mr. Brugger said, "It's like most things—we spread...and his crew (at the Park, and the Cemetery) have really stepped in, and have done a nice job to pick up some of those pieces. As issues come up, we'll help to work through them...but they've done a nice job."

Mr. Paul - Said, "I just wanted to thank Chief Lingrell—I know we've had a rash of incidents throughout the city over the past month or so...with a lot of...thievery, I guess (for lack of a better way to put it). I'm impressed with the follow-up and professionalism of the officers I've talked to... I know your guys are all over it...so...thank you!"

Mr. Evans - Piggybacked Mr. Paul's comments, and added, "Chief—I think that the event that you had out at the Pool ('Community Night Out'), and some of the things that you and your men are doing out there in the community...has served a good purpose, as far as gaining the trust of the citizens...so that if they see something, they feel comfortable with reporting it to you...so that we could get those things taken care of. Your department should be commended for your outreach to the com-

munity (and community relations that you're building). I applaud you!"

Mr. Fields -Nothing at this time

Police Chief Lingrell –

-Nothing at this time

Mr. Munch -Nothing at this time

Mr. Williams -Said, "Three small things—starting with 2011, last Friday we had our first meeting (preliminary Audit Report Meeting) with the Auditor of State's Office...and we got our report from last year...and now it's time for us to respond to that report. 2012 (first half) financials will be emailed to you this week...I'll make sure those get out to you for the first half of this year, actuals versus budget. We've started the 2013 Appropriation budgeting for next year, and we'll be reviewing those later in October with Council (like we did last year, traditionally)...and then it will come before you with 3 readings starting in November."

Mr. Brugger -Said, "One thing—the Waste Management contract, we sent that to them today to do a final review...we pretty much have everything...Doug put it all together...we signed off, and sent it over to them to sign off... and move forward. One thing that I would just ask...that the citizens just continue 'as is' for now, as we get into this thing a little deeper with Waste Management...we will establish procedures...if somebody wants to upgrade from an 18 gallon tote to the 64 gallon, we'll map that out (and make sure that's publicized well). Any businesses that would like to participate in the program—we'll work with Waste Management to set up those procedures—make sure that it's clear/concise/easy to follow...so just be patient with us as we work through this, as we get into the new pieces of the contract...but we're anxious to get things started...and also it will be a good thing for the citizens as we move forward. Thank you."

Mayor Bill Bean - Expressed appreciation to Council for acceptance of the Board of Control item regarding cleaning of the City Building  
Announced the Merfi Fly-In on August 24 & 25 at Grimes Field; Invited the public to come and see experimental airplanes, enjoy good music, and good food (the Pancake Breakfast)

Council President Hess –

Said, "On the way in—I was asked about the Water Survey in the NW Quadrant of the city—is that underway now?"

Mr. Brugger replied, "That is underway—I had conversation with Floyd Browne yesterday...sent him some more information, so we are anticipating...he said he would have an update for me next week to see exactly where they are at on that project...our hope was to have it ready sometime early Sept...so we...right now we're still on target for that...as soon as I get an update, I'll get it back out...but they are moving forward with it."

Council President Hess said, "I noticed they're grinding streets—they

are probably about done grinding—were the trip wires ground up? Will they be replaced—if they were ground up?”

Mr. Brugger replied, “Some were ground up, some were not...it’s part of the scope when they go do those...there may be some interruptions in signaling...while they finalize it, they always come back around on the intersections where they’ve got into wires...as part of the contract, where they’ll replace those to make sure they’re functional again within a short period of time.”

“Speaking of trip—I’ve noticed in cruising around town, a lot of small cars...it’s seems like, go through the trip area...and sit there, and sit there, and sit there...is there any way we can mark those... that (you know) ‘Trip light—stop here,’ with small letters, put an ‘x’ on there? I’m amazed at the amount of people that pull through the trip area!” said Council President Hess. “Pretty soon they make a right hand turn with a left hand turn signal on...we need to somehow educate the people that you’ve got to stop on the trip line, before it’s going to trip.”

Mr. Brugger said (laughing), “I think you just educated them!”

Mrs. Smith

- Asked about First Fridays, the contact if someone wants to entertain Mr. Brugger was uncertain whether ‘Monument Square’ was the contact, or someone else; Said he would get back with Council Mrs. Smith asked for a reason why the downtown businesses are not involved in recycling

“That was in the last contract—businesses weren’t eligible, and that is part of the new contract now...they’re going to roll that, and extend the recycling program to the businesses that want to participate, but in the previous contract it wasn’t part of the...you’re talking about the downtown businesses?” Mr. Brugger said.

“Correct,” replied Mrs. Smith.

Mr. Brugger added, “They’ll be able to—with this contract.”

“Can I ask why it wasn’t? I mean...” asked Mrs. Smith.

“I can’t speak to that,” Mr. Brugger said. “That was 4 years ago—I don’t know.”

“I just wondered how come they didn’t have to,” said Mrs. Smith.

Council President Hess elaborated somewhat on the question, noting that in beginning with residences, the recycling would become established more easily.

“But they (the businesses) are going to this time?” asked Mrs. Smith.

Mr. Brugger responded, “If they want to participate, we’ll have it all mapped out...”

Mr. Evans added, “It’s just not the downtown businesses—it was for residential only. I don’t have it on our water bill, but I was one of the ones that was kind of pushing to get it...but the businesses don’t get it on their water bill.”

“That’s correct,” said Mr. Williams.

“As long as they can participate—that would help,” Mrs. Smith said.

“Some businesses take it home and recycle,” added Council President Hess.

Mr. Evans made an inaudible remark, to some laughter.

**Adjournment**

Mr. Thorpe moved to adjourn the UCC Regular Session Meeting at 7:32PM; Mr. Paul seconded. All were in favor of adjournment.

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Council Clerk

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Council President