

URBANA CITY COUNCIL
REGULAR SESSION MINUTES – SEPTEMBER 10, 2013

Council President Marty Hess called the Urbana City Council Regular Session Meeting of Tuesday, September 10, 2013 to order at 7:03PM in Court Chambers / The Municipal Building.

All Council Members were present with the exception of Mr. Al Evans.

City Staff in Attendance – Mayor Bill Bean; Mr. Kerry Brugger, Director of Administration; Mr. Lee Williams, Finance Director; Mr. Doug Crabill, Assistant to the Director of Administration; Mr. Tyler Bumbalough; Police Chief Matt Lingrell; Mr. Robert Munch; Assistant Municipal Prosecutor/Staff Attorney Breanne Parcels (in audience)

Roll Call and Pledge of Allegiance

Mayoral Proclamation

Mayor Bill Bean read a Proclamation to recognize “The Military Order of the Purple Heart.”

Mayor Bean stated, “This Proclamation I think is well founded...our Governor has made the State of Ohio a ‘Purple Heart State,’ and he had already given a proclamation on this...I think it’s fitting since I’m also going to be doing this Proclamation out at Freedom Grove, I thought the citizens ought to hear this.”

He proclaimed the city of Urbana as a ‘Purple Heart City,’ and encouraged ‘all citizens to gratefully acknowledge the efforts made by our brave military personnel.’

Approval of Minutes

Mr. Robert Thorpe moved to approve the UCC Regular Session Minutes (August 27, 2013); Mr. Eugene Fields seconded. Motion carried without objection.

*Note: correction made to Agenda – Agenda mistakenly read as September 10, 2013; corrected to read August 27, 2013 UCC Regular Session Minutes, in these Minutes

Communications

1.

Mr. Thorpe moved to place on file the Notification of Audit Report from Mr. Dave Yost, Ohio Auditor of State emailed to Council 8/27/13 with attachments: Single Audit for the Year ended 12/31/12/City of Urbana/Champaign County; Transmittal Letter to Mr. Lee Williams, Finance Director; and Management Letter from Mr. Yost; Mr. Doug Hoffman seconded. Motion carried without objection.

Discussion –

Mr. Lee Williams explained, “Each year we get a letter like this—it comes from the Auditor of State office—it really highlights the efforts that the Audit Team made to validate everything that’s been run through the ledger and the books of record of the City of Urbana. It’s reminiscent basically of last year—there’s a few exceptions, but they’re minor in detail. There’s been no significant audit comments or findings, and I think you can conclude that when you’ve seen the write-up.”

2.

Mr. Thorpe moved to place The City of Urbana Planning Commission Minutes (7/22/13), and The City of Urbana BZA Minutes (7/8/13) on file; Mr. Hoffman seconded. Motion carried without objection.

Administrative Reports – Board of Control

1.

Mr. Thorpe moved to authorize a purchase order to the Champaign County Engineer in the amount of \$9,094.90 for the City's portion of resurfacing Millerstown Rd. - inside the city limits (This number may vary slightly based on final quantities for this project. The Champaign County Engineer has handled the bidding and contract for this project, and is also overseeing the work. This expense will be charged to Street paving, and is in the 2013 Budget); Mr. Fields seconded. Motion carried by majority vote (5-1), with a 'No' voiced by Mr. Fields.

Discussion –

Mr. Doug Crabill explained, "This one's fairly self-explanatory—the County is doing their yearly resurfacing program. Millerstown Rd. is a county road (or county maintained road) with the exception of the part that's in the city. How many feet total—do you remember, Tyler?"

Mr. Tyler Bumbalough replied, "Five to eight hundred."

"Five to eight hundred feet that's actually in the city," said Mr. Crabill. "Then the rest goes west out of town...starts at 29 (obviously), and goes west...so...there's a small portion that's in the city limits there. It's their project...we're just putting a contribution in towards our part of the work."

"It's kind of expensive—for 800 feet," Mr. Fields commented.

Mrs. Amy White asked, "When will this work begin?"

Mr. Crabill replied, "I believe—the asphalt's already down."

Mr. Hoffman (to some laughter) asked, "Why should we pay when it's already down?"

2.

Mr. Thorpe moved to authorize the Director of Administration to enter into a tri-party contract in the amount of \$358,784.20 with the Salem Township Board of Trustees and J&J Schlaegel, Inc. for the Dellinger Rd. improvements (This is a cooperative project between the City and Township to lower the hill at Julia and Dellinger Rd. to improve the site distance at this intersection. In addition—this project will extend the sanitary sewer by 800 ft. to the east to its current terminus. Salem Township has received a grant from the Ohio Public Works Commission that will pay up to \$311,648. of the construction cost. The local share of the project is \$47,136.20 with Salem Township paying 26.5% of the local (or \$12,491.09), and the City paying 73.5% of the local cost (or \$34,645.11). The City's local share will be paid as follows: \$22,519.32 from Sewer Capital, and \$12,125.79 from General Fund Capital. This was in the 2013 Budget as follows: \$6,000 from Sewer Capital, and \$13,000 from General Fund Capital); Mr. Dwight Paul seconded. Motion carried without objection.

Discussion –

Mr. Crabill explained:

"This is a project we started working on last year with Salem Township to apply for the grant, and get the funding in place...and then, we actually had a cooperative agreement between the two parties (of what each one would pay for), and so we've adjusted that based on what the actual bid was for. We did receive 3 bids, and this was the lowest of the 3 bids...and it's a tri-party contract, because of--the City, the Township, and the contractor will all be signatories to it...it actually bonded each entity, and will provide insurance for each entity (that's why it's a tri-party agreement).

The local share (as broken down in your write-up)—basically, the street part of it was dead on...the sewer part came in higher than what we anticipated. Mainly what's driving

that is the depth of the sewer. Tyler can explain why we want to do the sewer now, and not do it later.”

Mr. Bumbalough elaborated further:

“An easy explanation for the sewer is—there’s a 25 foot depth for the sewer (that’s really deep for any sewer)...and to start at that depth, and maybe come up to 15 feet at the end of it. It’s still a lot of excavation. We priced it high, but not high enough...but the road portion actually came in under what we thought it would, so they kind of offset each other. We ended up about 5% under on the estimate, so J&J Schlaegel is within that 10% window that we have.”

Mr. Hoffman asked if Mr. Bumbalough could explain the reason for doing the sewer now.

Mr. Bumbalough said, “Again—the depth.”

He noted the extra excavation needed laterally would tear up the road again.

“We decided to go ahead with that—we didn’t go ahead with the water, because of cost (for one thing), but it can be installed 4-5 feet down (rather than 25 feet down)...and we won’t have to tear up as much,” stated Mr. Bumbalough.

Mr. Paul (to the Clerk) asked, “Can you read those numbers again, Gail—because I thought you said \$6,000 from Sewer Capital?”

“It’s on the second page--\$6,000,” answered the Clerk.

“That’s the budgeted amount—Alright, I got you—thank you” said Mr. Paul. “So as far as doing the sewer now...have we had requests from the folks out there for sewer services that they don’t currently have now?”

Mr. Crabill explained:

“We do not—we actually went to a Salem Township meeting about a month ago, and there were several residents from the north side of the road (the Salem Township residents)...and basically some of them could be in a position now, if they had a failing septic system...and if they’re within 500 feet of the line where it ends now...and they would be in a scenario where they may still have to connect on their own...so...there’s nobody right now currently with a failing system...but I’m saying with the scenario of 500 feet, which is what state law says--there are some that would be close by that have to hook in...so by this being there, it’s there...and it also gets us further to the east...which opens up development in the future...”

Mrs. Virginia Smith asked, “When’s it going to start, and how long will it take?”

Mr. Crabill replied, “Our goal is to be done by Thanksgiving—the road closure (we’ll have to work with the contractor to determine how long the road will be closed).”

“We hope to start within the next couple weeks,” Mr. Bumbalough said.

Mrs. White asked, “With the percentages of the local shares—how were those percentages figured?”

Mr. Crabill responded:

“Well—the way the grant is set up—you take your bid amount, you take what the grant will pay, and you figure out what the local share is...and then, the way this local share is broken with the percentages of the 26.5 and the 73.5...it’s based on actual bid items (construction items), that’s how we arrived at that. For example—Salem Township is not paying anything towards the sewer...that’s all City cost obviously (since we own the sewer). There’s a couple things on their side of the road that we’re not paying for like resetting a mailbox, and some things like that (maybe a road sign)...some of those items

fall right in. It's all on that spreadsheet that we had to put together—an Excel spreadsheet.”

“Do you come within 500 feet of this—do you say?” asked Mr. Thorpe.

“If you were within 500 feet there's some potential that you would have to hook in currently, if you had a failing system,” answered Mr. Crabill.

“Has anybody approached the property owners if they might want to put a tap in there...?” asked Mr. Thorpe.

“From that meeting—I would say—maybe one,” said Mr. Crabill.

Mr. Bumbalough added, “When we a...I went around with one of the Township Trustees...we talked to each property owner after that initial Salem Township meeting, and we had one that expressed interest on the north side...and on the south side, one in the corporation limit did express interest in hooking into it. We are putting laterals since it's so deep—stubs that will come up, and over to the opposite side of the road...or to the north side of the road, so it's easy to hook on.”

“I was hoping that was going to happen,” Mr. Thorpe added.

Mr. Hoffman asked, “It says it's 800 feet—where does it currently terminate? To the edge of the...?”

Mr. Bumbalough replied, “It terminates at the north side of the intersection—of Julia and Dellinger.”

Mr. Hoffman asked, “So 800 feet will get you down to some of that vacant property—that's down past where the residents are now?”

“Yeah—the vacant property on the south side, it would—now (on the north side) it stops at the last house,” answered Mr. Bumbalough.

“Okay—but there's some potential there for future expansion?” asked Mr. Hoffman.

“Some—if it's not a flood plain (which I'm guessing, it is),” said Mr. Bumbalough.

Mr. Hoffman (to Mr. Crabill) asked, “Why can't we just put a \$100. stop sign...?”

Mr. Crabill said, “I remember that discussion—I think (at this point) we had dedicated ourselves to moving forward with this project...so...at the end of the day, the hope is that there's better sight distance there (and it will improve the safety of the intersection). I think there's also some issues with *The Manual of Uniform Traffic Control* that advises about where you can put up a stop sign, and not put up a stop sign.”

“I remember something to that effect,” said Mr. Hoffman.

Mr. Bumbalough noted that it will also ensure safety for residents in the area with driveways.

Council President Hess asked, “How far down are you going to take the road?”

“The crest will be lowered about two and a half feet (and that may not seem like a lot), but...doing...an applicable speed limit then for the road would be about 45mph,” stated Mr. Bumbalough.

“For the city or the township?” asked Council President Hess.

“Either one of them, but the city would not be that fast,” said Mr. Bumbalough.

“...and you say that is in a flood plain on the south side of...Dellinger Rd.?” asked Council President Hess.

“Yeah—I believe so—down towards Dugan Ditch,” said Mr. Bumbalough.

3.

Mr. Fields moved to authorize the Director of Administration to approve and execute a change order to the contract and issue a subsequent purchase order to Hi-Lite Markings,

Inc in the amount of \$50,820. for the Runway 2-20 Seal Coat and Markings Project so that additional crack repair can be completed as part of the work (The FAA AIP 1812 grant will fund 90% of the \$12,926.07 (\$11,633.46), and the remaining 10% of this amount will be paid from the Airport Capital Fund. The change order balance of \$37,893.93 will be paid by the Airport Capital Fund with 90% (\$34,104.54) of the cost being reimbursed by a future FAA AIP grant in FY14. The net cost for this additional work to the City with later reimbursement from the FAA is \$5,082., and is in the 2013 Budget); Mr. Paul seconded. Motion carried without objection.

Discussion –

“What cost are we talking about—so I can say, ‘This is what we’re going to do?’” asked Council President Hess.

Mr. Crabill replied, “You’re approving \$50,820—of which we’re going to pay 10%--at the end of the day, we’ll pay 10% of that number.”

He continued:

“You approved a contract with Hi-Lite Markings within the last month or so—to do the work on the Runway. The plan was to—there’s like cracks that were originally designed into the Runway (like every hundred feet) that were going to be cleaned and filled...and then put this coating on the Runway (which I saw in Findlay last week, and it looks really nice)...and then paint over the actual surface itself when it’s done.”

Mr. Crabill noted that a walk out to the Runway (and a closer look) with the contractor revealed that more should be done with the crack sealing as part of this project.

“We’d have a better finished result, and we could walk away from the Runway for awhile without having to do too much...and we’ll have a good surface,” said Mr. Crabill.

He explained:

“Basically what this adds to the scope of the work is...if you took the Runway and you ran north south, cut it in thirds—you can see a band that runs all the way down...split it in thirds and run a band from end to end, and there’s a crack that runs through there...that’s developed over time...so you fill that in, and then there would also be a quantity in there to fill in any other random cracking on the Runway itself...so we asked the contractor to provide us a price (since they’re going to be mobilized to do the work)—we have a contract, bond, and all of that...so they gave us a price, which the project engineer/airport engineer looked at...said it was reasonable (compared to what they’d seen on other airports) so we brought this forward.

As far as paying for it—we have some money left over in AIP 1812, and that’s the first part of the item that you see...there’s 90% of \$12,926.07...that amount will get paid out of that grant (90% of that \$12,000 amount), and then in a future grant we would pay out of the Capital Fund...the other portion of this we pay out of Capital Fund, and we get reimbursed next year in a future grant...so we have some of the money now in a current grant...next year’s grant will reimburse us for money we will expend this year from the Capital Fund.”

“So we’re assuming a future grant,” said Mr. Paul.

“We’ve talked to our rep with the FAA, and basically this is how she suggested we do this,” replied Mr. Crabill. “So technically—next year we have \$300,000, instead of \$150,000—because we held over money...so we have the money there, and it’s ours...we just have to apply for reimbursement.”

“...and when is that done?” asked Mr. Paul.

Mr. Crabill stated, “It would be –about this time, next year—we’ll have the money coming back.”

“Still no guarantee?” asked Mr. Paul.

“It’s pretty much—yeah, it’s fair to say it’s—the money is there for us to use for the Airport!” Mr. Crabill emphasized.

“Obviously—that’s why I’m asking the question,” said Mr. Paul.

“Yes!” said Mr. Crabill.

“Okay—so our total (basically out of our Budget in 2013) is the \$5,082—basically, right?” asked Mr. Paul.

“Well—no—because we’re fronting the money we’re not getting from the FAA until next year,” Mr. Crabill responded.

“Okay—gotcha, gotcha,” said Mr. Paul. “So it’s more like \$39,000?”

“Yes,” said Mr. Crabill.

Council President Hess asked for the Council vote, in the amount of \$50,820 (See BOC, sentence 1).

Council voted acceptance.

“Was that \$50,820?” asked Mr. Crabill.

“That’s what they said you’re asking for!” said Council President Hess.

“Okay—I thought I read \$5,000—sorry,” said Mr. Crabill.

“How much do you want?” asked Council President Hess. “It passes.”

“Thanks,” said Mr. Crabill.

Citizen’s Comments

There were no citizens who came forward.

DP&L representative, Mr. Ben Vollrath, was in the audience, but had nothing at this time.

Ordinances and Resolutions

There were NO readings (1st, 2nd, or 3rd) at this Meeting.

Miscellaneous Business

- Mr. Fields - Noted the recent Underground Railroad Activity was ‘a good shot in the arm for the community,’ and he stated, ‘It was well attended’
Announced the 9/11 events planned for Wed.; Encouraged a moment of silent prayer in remembrance of those who lost their lives
- Mr. Paul - Reminded everyone of the Hoopla Parade/Chili Cook-Off (Sept. 28)
Said to register for the parade at urbanahooplaparade@gmail.com
Invited everyone to the ‘great community event’
- Mrs. Smith - Asked (Mr. Kerry Brugger) if he had any information (updates) regarding questions posed at the previous Meeting; Mr. Brugger said, “I’ve had a lot of information, but nothing to deliver tonight—we’ll continue to work on it.”
- Mrs. White - Encouraged everyone to join in the 9/11 ceremonies/events, and to offer a moment of silence
- Mr. Thorpe - Nothing at this time
- Mr. Hoffman - Said, “I was at the Pool (probably about a day or two before it closed), and in talking with Cheryl—she brought me a baggy of our piping, from out there at the City Pool—it looked like it was in pretty bad shape...I didn’t know if you guys were planning to try to secure some funding

somehow? Maybe?"

Mr. Brugger replied, "We have a similar bag in the office, and yes—the piping is suspect (I guess) a lot of wear and tear."

He noted a first phase review is being done regarding the piping, and opportunities

"I haven't seen that summary yet—hopefully, we'll have something here (late this week/early next week), so we really don't know what we are going to get into at this point," Mr. Brugger stated. "But we do know we have some leakage in the baby pool area, and that's one of the first areas we're trying to look at...so until we get some more information...right now we're going to put some money in the Budget for next year to try to allow for some unexpecteds, and try to prepare for some things early."

Police Chief Matt Lingrell –

Nothing at this time

Mr. Bumbalough –

Nothing at this time

Mr. Robert Munch –

Nothing at this time

Mr. Crabill - Nothing at this time

Mr. Lee Williams –

Nothing at this time

Mr. Brugger - Nothing at this time

Mayor Bill Bean –

Echoed Mr. Paul's remarks about the Hoopla Parade/Chili Cook-Off Noted First Prize at the Cook-Off as \$1,000 (w/ 4 other places to be announced); Said Master Chefs (a FoxTV organization) has made contact, and will be looking for chefs to come to Columbus to try out for their tv program

Echoed Mr. Fields' remarks regarding The Underground Railroad; Said, "It was wonderful—very educational! I certainly learned a lot about what happened here in Champaign County during the 1810 to 1860s. It was very well done, and I wish more people had been there... but it was well attended."

Reminded everyone about the 9/11 scheduled activities/presentations on Wednesday

Council President Hess –

Noted the Administration had recently suggested a change/improvement to the Ordinance numbering system

"Kerry and I spoke, and we'd like to maybe have a little 10-15 minute Work Session after the Meeting to talk about that—to see how you want to proceed with that—so, if you guys are willing to stay," he said.

Reminded Council to 'think about the holiday schedule'

Mr. Paul moved to excuse Councilman Al Evans from this Meeting; Mr. Thorpe seconded. Mr. Thorpe and Mr. Hoffman voted yes; all others voted no (4-2)

Adjournment

Mr. Thorpe moved to adjourn the Regular Session Meeting at 7:40PM; Mr. Hoffman seconded. All were in favor of adjournment.

Council Clerk

Council President

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Urbana City Council

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(**A brief UCC WORK SESSION followed this Meeting – Minutes available by request in Council Files)