

CITY COUNCIL AGENDA

April 21, 2014

7:30 p.m.

The meeting will be held at City Hall, in Council Chambers, 1st Floor, 538 N. Market Street, Wooster, Ohio.

- I. ROLL CALL & ORDERING OF AGENDA**
- II. POLICE DEPARTMENT PRESENTATION**
- III. APPROVAL OF MINUTES**
- IV. COMMUNICATIONS FROM MAYOR/ADMINISTRATION**
- V. PETITIONS/COMMUNICATIONS FROM PUBLIC**
- VI. COMMITTEE REPORTS; PUBLIC HEARINGS**
- VII. OLD BUSINESS**

- 1. Second Reading – ORDINANCE NO. 2014-13 AN ORDINANCE AMENDING THE ANNUAL APPROPRIATION ORDINANCE (Ansel)

VIII. NEW BUSINESS

- 1. First Reading – RESOLUTION NO. 2014-26 A RESOLUTION AUTHORIZING THE DIRECTOR OF FINANCE TO ENTER INTO A THREE-YEAR CONTRACT WITH SUNGARD PUBLIC SECTOR, INC. FOR BOTH ASP AND TECHNICAL SUPPORT SERVICES FOR BOTH THE FINANCE DEPARTMENT AND THE HUMAN RESOURCES DIVISION (Ansel)

- 2. First Reading – RESOLUTION NO. 2014-27 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A COOPERATIVE AGREEMENT WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR THE RE-ALIGNMENT OF THE INTERSECTION OF AKRON ROAD (SR 585) AND GEYERS CHAPEL ROAD WITHIN THE CORPORATION LIMITS, AND DECLARING AN EMERGENCY (Ulbright) (PID 83203)

- 3. First Reading – RESOLUTION NO. 2014-28 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR PAVEMENT REPAIRS TO MELROSE DRIVE, AND DECLARING AN EMERGENCY (Ulbright)

- IX. EXECUTIVE SESSION**
- X. MISCELLANEOUS**
- XI. ADJOURNMENT**

ORDINANCE NO. 2014-13

AN ORDINANCE AMENDING THE ANNUAL
APPROPRIATION ORDINANCE

WHEREAS, the Council of the City of Wooster adopted an Annual Appropriation Ordinance No. 2013-43 for Fiscal Year 2014, and from time-to-time it becomes necessary to amend that Ordinance; and

WHEREAS, the city engineer has recommended that a roadway infrastructure study be conducted to establish a pavement rehabilitation program; and it is necessary to appropriate those funds for their intended purposes.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WOOSTER, OHIO:

SECTION 1. The amount of \$30,000.00 is hereby appropriated from the unappropriated balance in the General Fund to the Engineering Division – Operating Fund, for the purposes stated herein.

SECTION 2. This Council finds and declares that all formal actions concerning and relating to the adoption of this Ordinance occurred in an open meeting of this Council or its committees, in compliance with law.

SECTION 3. This Ordinance shall take effect and be in full force from and after the earliest date allowed by law.

1st reading 4-7-14 2nd reading _____ 3rd reading _____

Passed: _____, 2014 Vote: _____

Attest: _____
Clerk of Council President of Council

Approved: _____, 2014
Mayor

Introduced by: Jon Ansel

**Request for Agenda Item
Non-Capital**

Division **Meeting Date Requested**

Project Name **Approved for Agenda**

Description (be as descriptive as possible, given space limitations)

This is a request to authorize the appropriation of funds (\$30,000) from the general fund to perform an automated pavement distress data survey.

Due to the condition of the city roadway infrastructure this study will rate (Pavement Condition Rating) each street (130 miles) within the City. From this study a detailed five year pavement rehabilitation program will be developed and will also assist in planning future utility projects.

This project will rate the condition of every street within the City limits. After years of funding issues combined with the severity of this past winter (2 to 3 times more pot holes), the roads have substantially deteriorated. A complete study will take the bias out of prioritizing pavement repair.

Is there a need for rules suspension or time limitation when this must be passed?

While suspension of the rules is not necessary, earlier passage would allow the survey to be completed as soon as possible. The data collection will be performed in approximately 30 days after approval to proceed.

Manager Requesting

Date

Approved for Agenda

Ord # 13

**Request for Agenda Item
Non-Capital**

Division **Meeting Date Requested**

Project Name **Approved for Agenda**

Description (be as descriptive as possible, given space limitations)

Sungard currently provides the City with IFAS financial software as well as Application Service Provider (ASP) services.

The City's current contract with Sungard expires June 30, 2014. Sungard has proposed to the City a three-year renewal contract with annual increases of 0% in years one (1) and two (2) and 3% in year three (3). Sungard's standard increase for all contracts in 2014 is 3%; therefore, the three-year contract pricing is immediately financially beneficial.

In the years prior to the three-year contract signed in 2011, our annual contract increase rate was CPI+2%. The current three-year contract has the same 0%, 0%, 3% structure being proposed for contract renewal.

Contract terms include product licensing for all modules, licensing for all third-party products and ASP services, including hosted services as well as disaster recovery.

Under the proposed contract, the expense to the City will be:

	Contract Cost	% increase
Year 1	\$ 120,742.92	0%
Year 2	\$ 120,742.92	0%
Year 3	\$ 124,365.21	3%

Is there a need for rules suspension or time limitation when this must be passed?

There is no need for rules suspension.

Manager Requesting

Date

Approved for Agenda

Res #26

CONSENT LEGISLATION

Ordinance/Resolution No. 2014-27
PID No. 83203
Project Name WAY 0585 02.75

The following Resolution enacted by the City of Wooster of Wayne County, Ohio,
(Ordinance/Resolution)
hereinafter referred to as the City, in the matter of the stated described project.

SECTION I - Project Description

WHEREAS, the State has identified the need for the described project:

This is a safety improvement project which includes constructing SR 585 on a geometrically improved alignment from approximately 1600 feet south of Geyers-Chapel Road to approximately 600 feet north of Thompson Road. Included in this work are improved alignments of the intersections of Geyers-Chapel Road and Thompson Road.

The project is approximately 1.03 miles in length on SR585. Approximately 0.35 miles of this project is within the City (split corporation limit).

Construction is tentatively scheduled to begin in calendar year 2014 and end in calendar year 2015.

NOW THEREFORE, be it ordained by the City of Wooster of Wayne County, Ohio.

SECTION II - Consent Statement

Being in the public interest, the City gives consent to the Director of Transportation to complete the above described project.

SECTION III - Cooperation Statement

The City shall cooperate with the Director of Transportation in the above described project as follows:

- 1) *The City gives consent for the above improvement,*
- 2) *No funds are required from the City except that the City agrees to assume and bear one hundred percent (100%) of the total cost for added construction items requested by the City and not necessary for the improvement as determined by the State and the Federal Highway Administration.*

SECTION IV - Maintenance

The City will maintain the right-of-way and keep it free of obstructions, and hold said right-of-way inviolate for public highway purposes.

SECTION V - Authority to Sign

The Director of Admin. of said City of Wooster is hereby empowered on behalf
(Contractual Agent)
of the City of Wooster to enter into contracts with the Director of Transportation
necessary to complete the above described project.

Passed: _____, 2014.
(Date)

Attested: _____ Dir. of Admin.
(Clerk) (Officer of City - title)

Attested: _____
(Title) (President of Council)

This Resolution is hereby declared to be an emergency measure to expedite the highway
(Ordinance/Resolution)
project and to promote highway safety. Following appropriate legislative action, it shall take
effect and be in force immediately upon its passage and approval, otherwise it shall take effect
and be in force from and after the earliest period allowed by law.

PID No. 83203
Project Name WAY 0585 02.75

CERTIFICATE OF COPY
STATE OF OHIO
City of Wooster of Wayne County, Ohio

I, Amy M. Hamilton, as Clerk of the City of Wooster of Wayne County, Ohio,

Do hereby certify that the foregoing is a true and correct copy of Res.No. 2014-27 adopted by
(Ordinance/Resolution)
the legislative Authority of the said City of Wooster on this ____ day of _____, 2014,

that the publication of such Resolution has been made and certified of record according to
(Ordinance/Resolution)

law; that no proceedings looking to a referendum upon such Resolution have been taken;
(Ordinance/Resolution)

and that such Resolution and certificate of publication thereof are of record in
(Ordinance/Resolution)

Resolution No. ~~XXXX~~ 2014-27.
(Ordinance/Resolution)

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal, if applicable, this ____ day of _____, 2014,

(SEAL)
(If Applicable)

Clerk Signature
City of Wooster of Wayne County, Ohio.

The foregoing is accepted as a basis for proceeding with the project herein described.

For the City of Wooster of Wayne County, Ohio

Attest: _____, Date _____
Contractual Officer

For the State of Ohio

Attest: _____, Date _____



OHIO DEPARTMENT OF TRANSPORTATION

DISTRICT 3 • 906 CLARK AVE • ASHLAND, OHIO 44805 • (800) 276-4188
JOHN R. KASICH, GOVERNOR • JERRY WRAY, DIRECTOR • ALLEN C. BIEHL, P.E., DISTRICT DEPUTY DIRECTOR

April 14, 2014

Mr. Roger Kobilarcsik, P.E.
City of Wooster Engineer
538 North Market Street
Wooster, OH 44691

Re: PID 83203 WAY-585-2.75

Dear Mr. Kobilarcsik:

Enclosed are two (2) copies of an ordinance form, to be enacted by the City Council for the referenced project.

Please make arrangements to have the ordinance forms presented to the City Council for consideration and when enacted, **return two (2) original signature copies to this office.** An original signature copy will be returned to the city later with a signature of the Director of ODOT affixed.

The title of the contractual officer should be affixed on page two and that person should sign as the contractual officer on page three. If the city does not have an official seal, please attach a copy of a statement to that effect, to the return transmittal. **Please return these documents to this office no later than May 15, 2014.**

Please call me at 419.207.7062 if you have any questions.

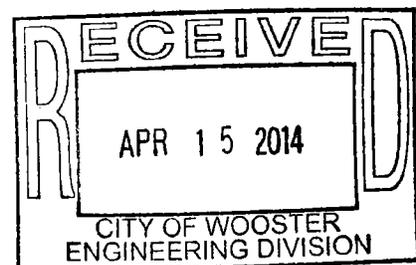
Respectfully,

Toriene Johnson, AP 4
Planning & Engineering Department
District 3

LAF:TMJ:tmj

Attachments

cc: Project file, I:Drive file



**Request for Agenda Item
Authorization for Bid or Purchase of Capital Item**

Division Engineering	Meeting Date Requested April 21, 2014
Project Name ODOT WAY-585-02.75 Safety Improvement Project PID 83203	Approved for Agenda
Estimated Total Cost \$ 0.00	
Is Full Amount Budgeted <input type="checkbox"/> Yes <input type="checkbox"/> No	
If No, How Is The Purchase To Be Funded?	
Description Of Purchase This is a request for authorization to cooperate with ODOT for the Way-585-02.75 which includes improved alignments at the Geyers Chapel Road intersection. Approximately 0.35 miles of this project is within the City limits (split corporation limits). This project is tentatively scheduled to begin in calendar year 2014.	
Justification / Benefits The Ohio Department of Transportation has committed to funding 100% of the construction costs.	
Will This Project Effect the City's Operating Costs This project should have little or no effect on the City's operating costs. Road maintenance should be reduced after the project is completed.	
What Alternatives Exist and What Are The Implications of The Alternatives There are no reasonable alternatives.	
Is This A Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If Yes, Explain The Circumstances This is a request to simply consent and cooperate with ODOT.	
Are You Requesting Suspension Of The Rules <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes, Note Reasons ODOT is requesting that the completed legislation be returned to them no later than May 15, 2014.	
Division Manager Roger Kobilarcsik	Date April 15, 2014

Res #27

RESOLUTION NO. 2014-28

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR PAVEMENT REPAIRS TO MELROSE DRIVE, AND DECLARING AN EMERGENCY

WHEREAS, the director of administration, in consultation with the city engineer, has recommended repairs to the asphalt base of Melrose Drive, between Milltown and Smithville Western Roads, for the safety of vehicular traffic traveling through that area.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WOOSTER, OHIO:

SECTION 1. That the Director of Administration is hereby authorized to advertise according to law and enter into a contract with the lowest and best bidder for pavement repairs to Melrose Drive, between Milltown and Smithville Western Roads, in accordance with final plans and specifications on file in the office of the Director of Administration.

SECTION 2. The cost of such contract will not exceed \$130,000.00, which amount is hereby appropriated from the unappropriated balance in the General Fund (Engineering Division operating budget), with a related transfer from the Engineering Division operating budget to the interfund transfer cost center (General Fund), and then to the Capital Improvements Fund, where it is appropriated.

SECTION 3. This Council finds and declares that all formal actions concerning and relating to the adoption of this Resolution occurred in an open meeting of this Council or its committees, in compliance with law.

SECTION 4. This Resolution is hereby declared to be an emergency measure necessary to the immediate preservation of the public health, peace, safety and welfare of the City, or providing for the usual daily operation of a municipal department or division, and for the further reason that prompt action is necessary to improve the pavement of Melrose Drive for the safety of vehicular traffic; wherefore, this Resolution shall be in full force and effect from and immediately after its passage and approval by the Mayor; provided it receives the affirmative vote of at least three-fourths of the members of Council; otherwise it shall take effect and be in force from and after the earliest period allowed by law.

1st reading _____ 2nd reading _____ 3rd reading _____

Passed: _____, 2014 Vote: _____

Attest: _____
Clerk of Council President of Council

Approved: _____, 2014
Mayor

Introduced by: Jon E. Ulbright

**Request for Agenda Item
Authorization for Bid or Purchase of Capital Item**

Division Engineering	Meeting Date Requested April 21, 2014
Project Name Melrose Drive Base Repair and Chip Seal	Approved for Agenda
Estimated Total Cost \$130,000	
Is Full Amount Budgeted <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If No, How Is The Purchase To Be Funded? Funds will be appropriated from the Capital Improvement Fund.	
Description Of Purchase This is a request to appropriate as well as authorize advertisement and award of a contract to the lowest and best bidder for repairing the asphalt base on Melrose Drive between Milltown Road and Smithville-Western. Failed areas will be removed and replaced with asphalt concrete base material. After base repairs are completed the road will be chip sealed.	
Justification / Benefits This appropriation will pay for pavement repairs which were unexpected at the time of budgetting. The repairs are designed to maintain the roadway until a complete reconstruction.	
Will This Project Effect the City's Operating Costs This project will reduce maintenance costs by repairing the deteriorated base.	
What Alternatives Exist and What Are The Implications of The Alternatives Do nothing, and continue to patch holes as best as possible.	
Is This A Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If Yes, Explain The Circumstances	
Are You Requesting Suspension Of The Rules <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes, Note Reasons While suspension of the rules is not necessary, earlier passage would allow the opportunity to advertise and bid this project as soon as possible in order to schedule paving as soon as possible.	
Division Manager Roger Kobilarcsik	Date April 15, 2014