

CITY COUNCIL AGENDA

August 15, 2011

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. APPROVAL OF MINUTES

III. COMMUNICATIONS FROM MAYOR/ADMINISTRATION

IV. PETITIONS/COMMUNICATIONS FROM PUBLIC

V. COMMITTEE REPORTS; PUBLIC HEARINGS

VI. OLD BUSINESS

1. Third Reading - ORDINANCE NO. 2011-19 AMENDING TITLE ELEVEN, ZONING, OF THE CODIFIED ORDINANCES OF THE CITY OF WOOSTER, OHIO, SO AS TO RE-ZONE LAND TO A C-1 (OFFICE-INSTITUTIONAL) DISTRICT FOR PROPERTY LOCATED AT 238 EAST LARWILL STREET (Buytendyk)

2. Second Reading - ORDINANCE NO. 2011-21 AMENDING VARIOUS SECTIONS OF CHAPTER 923, SEWERAGE, OF THE CODIFIED ORDINANCES OF THE CITY OF WOOSTER, OHIO (Buytendyk)

VII. NEW BUSINESS

1. First Reading - RESOLUTION NO. 2011-67 ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR (Ansel)

2. First Reading - RESOLUTION NO. 2011-68 AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO PURCHASE VEHICLES IN ACCORDANCE WITH THE CAPITAL PLAN FOR 2011 (Steiner)

3. First Reading - RESOLUTION NO. 2011-69 AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR THE RESURFACING OF LARWILL STREET (Ulbright)

4. First Reading - RESOLUTION NO. 2011-70 AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A CONTRACT WITH STRAWSER CONSTRUCTION COMPANY FOR THE RESURFACING AND REPAIRING OF VARIOUS STREETS IN THE CITY OF WOOSTER (Ulbright)

5. First Reading - RESOLUTION NO. 2011-71 AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A CONTRACT WITH EMH&T OF COLUMBUS, OHIO FOR PROFESSIONAL ENGINEERING SERVICES RELATED TO THE CITY'S GEOGRAPHIC INFORMATION SYSTEM (Ulbright)

6. First Reading - RESOLUTION NO. 2011-72 AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A CONTRACT WITH URS CORPORATION OF AKRON, OHIO FOR A PLANT EVALUATION AND CAPABILITIES STUDY OF THE WASTEWATER TREATMENT PLANT, AND DECLARING AN EMERGENCY (Silvestri)

VIII. MISCELLANEOUS

IX. ADJOURNMENT

SCHEDULE A

**SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION,
AND COUNTY AUDITOR'S ESTIMATED TAX RATES**

FUND	Amount to Be Derived from Levies Outside 10 Mill Limitation Column II	Amount Approved by Budget Commission Inside 10 Mill Limitation Column IV	County Auditor's Estimate of Tax Rate to Be Levied	
			Inside 10 Mill Limit V	Outside 10 Mill Limit VI
GENERAL		1,881,300	3.90	
FIREMAN'S FUND		156,700	0.30	
POLICE PENSION		156,700	0.30	
TOTAL		2,194,700	4.50	

SCHEDULE B

LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

FUND	Maximum Rate Authorized to Be Levied	County Auditor's Estimate of Yield of Levy Carry to Schedule A Column II
GENERAL FUND		

and by it futher

RESOLVED, That the Clerk of this Council be and he is hereby directed to certifiy a copy of this Resolution to the County Auditor of said County.

_____ seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

_____ , _____ yes _____ no

Adopted the _____ day of _____, 20 _____

President of Council

Attest:

Clerk of Council

Introduced by: Jon Ansel

RESOLUTION NO. 2011-68

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO PURCHASE VEHICLES IN ACCORDANCE WITH THE CAPITAL PLAN FOR 2011

WHEREAS, this City Council, in Ordinance No. 2010-37, adopted an annual budget and capital plan for 2010, and such capital plan includes the purchase of new vehicles and equipment for the various divisions of municipal service.

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

SECTION 1. That in accordance with the capital plan adopted in Ordinance No. 2010-37, the Director of Administration is hereby authorized to purchase the following vehicles and equipment, with payment to originate from the fund indicated:

CAPITAL IMPROVEMENTS FUND:

Police Division:

- One 2011 Ford Crown Victoria Police Interceptor (replaces a 2007 vehicle that has extensive time and mileage usage)

With respect to such purchase(s), the Director of Administration will advertise according to law and enter into a purchase contract with the lowest and best bidder, except that if the item is available through a state-sponsored cooperative purchasing program, or can be accomplished through a vendor upon equivalent terms, conditions and specifications, but at a price which is equal to or lower than that which is available from the state sponsored program, s/he may make such purchase therefrom if s/he determines that the price and availability is more advantageous to the City.

SECTION 2. Such contract will not exceed the amounts appropriated for this project in the 2011 Appropriations Budget adopted by this Council in Ordinance No. 2010-37; and provided that a grant from the Ohio Department of Public Safety in the amount of \$10719.00 is hereby accepted and 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 shall take effect and be in force from and after the earliest period allowed by law.

Introduced: _____ Passed: _____ Vote: _____

Attest: _____
Clerk of Council President of Council

Approved: _____, 2011
Mayor

Introduced by: Jeffrey A. Steiner

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

Division Police

Project Name Purchase of New Police Car

Requested Meeting Date August 15

Approved for Agenda

Full Amount is Budgeted

If not, how is purchase to be funded?

Description of Purchase

One 2011 Ford Crown Victoria Police Interceptor

Justifications / Benefits

To replace one police fleet vehicle; car 3. Car 3 currently has 125,000 miles and over 9000 hours. Per Ford's conversion, one hour is equivalent to 30 miles. This means this vehicle has the equivalent of over 270,000 miles.

How will this project effect the City's operating budget?

This money was already allocated to be used for in-car reporting. In car-reporting has been implemented and the money used to purchase the vehicle is the remainder of that money.

What alternatives exist, and what are the implications of the alternatives?

Sole Source Bid or Non-Bid Situation?

If Yes, explain the circumstances

Requesting suspension of the rules?

If Yes, explain reasons.

Pallotta Ford has this vehicle in stock and is currently holding it for our agency. They have received interest from other entities wishing to purchase it.

Division Manager Matthew D. Fisher

Date 8-3-11

Res # 68

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

Division Engineering	Meeting Date Requested August 15, 2011
Project Name : Larwill Resurfacing	Approved for Agenda
Estimated Total Cost \$84,000	
Is Full Amount Budgeted <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If No, How Is The Purchase To Be Funded?	
Description Of Purchase This is a request to authorize advertisement and award of a contract to the lowest and best bidder for resurfacing and repairing the pavement on Larwill Street between Market Street and Liberty Street.	
Justification / Benefits This project follows the sewer separation construction project completed in 2009. The trench and existing pavement have deteriorated, requiring pavement repair and milling.	
Will This Project Effect the City's Operating Costs This project should reduce maintenance costs by repairing a deteriorating road.	
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 obtain the best possible bids and schedule paving as soon as possible.	
Division Manager Joel Montgomery	Date August 5, 2011

Res #69

RESOLUTION NO. 2011-70

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A CONTRACT WITH STRAWSER CONSTRUCTION COMPANY FOR THE RESURFACING AND REPAIRING OF VARIOUS STREETS IN THE CITY OF WOOSTER

WHEREAS, the director of administration, in consultation with the city engineer, has recommended that various streets within the city of Wooster be resurfaced and repaired at a cost which will both save money for the city and enable PPM personnel to engage in other maintenance activities, and the cost thereof is included in the capital plan for 2011; and

WHEREAS, the Strawser Construction Company was the lowest bidder on the state of Ohio department of administrative services bid, and will perform the services at or below the state bid price, which comports with the requirements of WCO §160.03(6); and

WHEREAS, this City Council deems that prompt action is necessary for the safety of pedestrian and vehicular traffic within the area of the proposed improvements.

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 enter into a contract with the Strawser Construction Company for the resurfacing and repairing of various streets within the city of Wooster, in accordance with specifications now on file in his office.

SECTION 2. Such contract will not exceed the amounts appropriated for this project in the 2011 Appropriations Budget adopted by this Council in Ordinance No. 2010-37

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 shall take effect and be in force from and after the earliest period allowed by law.

Introduced: _____ Passed: _____ Vote: _____

Attest: _____
Clerk of Council President of Council

Approved: _____, 2011
Mayor

Introduced by: Jon E. Ulbright

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

Division Engineering	Meeting Date Requested August 15, 2011
Project Name : Paving & Resurfacing for 2011	Approved for Agenda
Estimated Total Cost \$188,000	
Is Full Amount Budgeted <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If No, How Is The Purchase To Be Funded?	
Description Of Purchase This is a request to authorize award of a contract to the lowest bidder on the State of Ohio paving contract, Strawser Construction, Inc., for resurfacing and repairing the pavement on various streets.	
Justification / Benefits This project will patch and resurface several streets, at a cost slightly less than the state bid price, allowing the City to save money on resurfacing, and freeing up the Maintenance Division personnel for other maintenance activities.	
Will This Project Effect the City's Operating Costs This project should reduce maintenance costs by repairing deteriorating roads, and will extend the life of the existing roadway surfaces.	
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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes, Explain The Circumstances Strawser Construction was the low bidder on the state bid for paving, and has agreed to perform the same work for less than the state bid price. ODOT has agreed to let Wooster use their state bid for our paving projects. This also speeds up the award process, by cutting out additional bidding.	
Are You Requesting Suspension Of The Rules <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes, Note Reasons Strawser requires authorization ASAP in order to get Wooster on the paving schedule between now and the second week of September.	
Division Manager Joel Montgomery	Date August 5, 2011

Res # 70

RESOLUTION NO. 2011-71

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A CONTRACT WITH EMH&T OF COLUMBUS, OHIO FOR PROFESSIONAL ENGINEERING SERVICES RELATED TO THE CITY'S GEOGRAPHIC INFORMATION SYSTEM

WHEREAS, it is necessary to update the City's geographic information system; and

WHEREAS, EMH&T of Columbus, Ohio possesses the professional expertise to provide the engineering services necessary for this project, and has performed similar services for the city of Wooster in the past; and

WHEREAS, this City Council hereby determines that prompt action is necessary to begin the process of implementing this improvement.

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 enter into a professional services contract with EMH&T of Columbus, Ohio for engineering services related to the updating of the City's GIS.

SECTION 2. Such contract will not exceed the amounts appropriated for this project in the 2011 Appropriations Budget adopted by this Council in Ordinance No. 2010-37

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, in compliance with law.

SECTION 4. This Resolution shall take effect and be in force from and after the earliest period allowed by law.

Introduced: _____ Passed: _____ Vote: _____

Attest: _____
Clerk of Council President of Council

Approved: _____, 2011
Mayor

Introduced by: Jon E. Ulbright

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

Division Engineering	Meeting Date Requested August 15, 2011
Project Name Geographic Information System Updates	Approved for Agenda
Estimated Total Cost \$61,700	
Is Full Amount Budgeted <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If No, How Is The Purchase To Be Funded? This project will be funded out of Water, Sanitary, Capital and Storm Sewer Funds.	
Description Of Purchase This request is to enter into a contract with EMH&T of Columbus, Ohio to provide technical services & support required to update the City's GIS system and provide a platform for future interdepartmental and public GIS applications, as well as integration with the Wayne County GIS.	
Justification / Benefits The City's existing GIS uses GIS software which has been updated several times over the last 10 years, but a substantial change was required after the existing software ceased to be supported last year. Council approved services to convert to the industry standard software last year, and new software was installed and data was converted. Configuring the application for our current needs and publication is now needed. The City GIS has become an integral part of the planning and design process for several City Departments, including Parks, Utilities, Maintenance, Planning and Building Standards, and this update will provide for easier creation of applications to further increase productivity, data collection and planning efforts. This is a multiple phase project, with continued application development over the next two years. We are currently finishing phase 1; this request is for phases 2-3; with future phases for more detailed applications.	
Will This Project Effect the City's Operating Costs The full amount of this expenditure was budgeted, so there should be no affect on the operating budget. Indirectly, use of a current, up to date GIS should reduce operating costs by providing a tool for efficient planning, design, and information retrieval.	
What Alternatives Exist and What Are The Implications of The Alternatives We could do nothing, and attempt maintain multiple versions of software in order to keep the GIS system running. This would hamper efforts to create a truly interactive, useable public GIS. This would also require more time and effort for the City IT department to maintain.	
Is This A Sole Source Bid or Non-Bid Situation <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes, Explain The Circumstances EMH&T has provided previous development and updates for the GIS and they have an intimate knowledge of both the City GIS. They have aslo performed similair services for multiple municipal clients using the same software.	
Are You Requesting Suspension Of The Rules <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes, Note Reasons Suspension of the rules is not required at this time, but I would prefer to use funds currently budgeted in 2011 for this work, and complete the updates ASAP. Engineering, Planning, Utilities and Police departments are all waiting for the update and conversion for current projects and planning.	
Division Manager Joel Montgomery	Date 8/3/11

Res # 71