

CITY COUNCIL AGENDA

September 17, 2012

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

VII. NEW BUSINESS

1. First Reading - RESOLUTION NO. 2012-87 AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR THE REPLACEMENT OF A PORTION OF THE BURBANK ROAD SANITARY SEWER LINE (Sanders)

2. First Reading - RESOLUTION NO. 2012-88 AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR THE CONSTRUCTION OF SEPARATE SANITARY AND STORM SEWERS IN THE SOUTH MARKET/SPRUCE STREETS AREA, AND DECLARING AN EMERGENCY (Sanders)

3. First Reading - RESOLUTION NO. 2012-89 AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR THE REPLACEMENT OF THE WATER LINE SERVING THE SPRING STREET AREA (Sanders)

4. First Reading - RESOLUTION NO. 2012-90 AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A CONTRACT WITH BURGESS & NIPLE OF PAINESVILLE, OHIO FOR PROFESSIONAL ENGINEERING SERVICES RELATED TO THE DEVELOPMENT OF A TRAFFIC STUDY FOR THE STATE ROUTE 83 CORRIDOR, BETWEEN FRIENDSVILLE AND SMITHVILLE WESTERN ROADS (Sanders)

5. First Reading - RESOLUTION NO. 2012-91 AUTHORIZING THE MAYOR TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR THE RESURFACING OF PORTIONS OF UNIVERSITY STREET AND WAYNE AVENUE (Ulbright)

6. First Reading - RESOLUTION NO. 2012-92 AUTHORIZING THE MAYOR TO SUBMIT AN APPLICATION TO THE OHIO PUBLIC WORKS COMMISSION FOR FINANCIAL ASSISTANCE FOR IMPROVEMENTS TO THE WASTEWATER TREATMENT PLANT; TO ACCEPT AND APPLY SUCH FUNDS, IF AWARDED; AND TO EXECUTE ANY NECESSARY DOCUMENTS IN CONNECTION THEREWITH, AND DECLARING AN EMERGENCY (Sanders)

VIII. MISCELLANEOUS

IX. ADJOURNMENT

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

Division Engineering	Meeting Date Requested September 17, 2012
Project Name Burbank Road Sewer Replacement Project	Approved for Agenda
Estimated Total Cost \$730,000	
Is Full Amount Budgeted <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If No, How Is The Purchase To Be Funded? \$460,000 from the Sanitary Sewer Fund; \$250,000 out of the Storm Sewer Fund	
Description Of Purchase This is a request to authorize advertisement and award of a contract to the lowest and best bidder for replacement of the the sewer line on Burbank Road between Cleveland Road to Elm Drive, and new storm sewer in the same area, in anticipation of road resurfacing in 2013.	
Justification / Benefits There are currently two, parallel old clay pipe sewers, with significant deterioration, cracks and infiltration. The road also has only two catch basins for over half a mile of roadway. These utilities need to be improved prior to resurfacing next year. This project is on the on the City's 10 year Infrastructure Plan.	
Will This Project Effect the City's Operating Costs This project should have little or no affect on the City's operating costs.	
What Alternatives Exist and What Are The Implications of The Alternatives We could postpone the project, which will push other projects further into the future, will cost more as construction costs increased. This would also postpone resurfacing.	
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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If Yes, Note Reasons	
Division Manager Joel Montgomery	Date September 12, 2012

RIS 87

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

Division Engineering	Meeting Date Requested September 17, 2012
Project Name Market/Spruce Sewer Separation Project Project Project	Approved for Agenda
Estimated Total Cost \$370,000. If approved, the Ohio Public Works Commission would fund \$265,000 of project costs with loan funds. \$75,000 will be paid out of the storm sewer fund, and \$30,000 out of the sanitary sewer fund.	
Is Full Amount Budgeted <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If No, How Is The Purchase To Be Funded? This application would be for year 2011 construction, and the City portion would be budgeted in 2011. The majority of City costs would be funded through Storm, Sanitary and other capital improvement funds.	
Description Of Purchase This is a request to authorize advertisement and award of a contract to the lowest and best bidder for sewer separation in the south Market and Spruce Streets area. This project would install over 1400 feet of storm sewer and 20 catch basins, and separate storm sewer connections into the sanitary sewer.	
Justification / Benefits This funding will cover 60% of the project with grant money. This project is the next sewer separation priority on the City's 10 year Infrastructure Plan, Master Plan for Sewer Separation, and CSO Long Term Control Plan. This project is required in order to reduce combined sewer overflows and help eliminate sewer back-ups.	
Will This Project Effect the City's Operating Costs This project should have little or no affect on the City's operating costs.	
What Alternatives Exist and What Are The Implications of The Alternatives Do nothing, and fail to comply with EPA's mandate to eliminate CSO's, We could postpone the project, which will push other projects further into the future, will cost more as construction costs increase, and have no guarantee of future grant funding. We could proceed with the project using other interest accruing financing methods.	
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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If Yes, Note Reasons	
Division Manager Joel Montgomery	Date September 12, 2012

Res #88

RESOLUTION NO. 2012-89

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR THE REPLACEMENT OF THE WATER LINE SERVING THE SPRING STREET AREA

WHEREAS, it is necessary to replace the water line serving Spring Street; and

WHEREAS, the city has obtained a grant from the Ohio Public Works Commission to help defray a majority of the expense of the project; and

WHEREAS, this City Council deems that prompt action is necessary to complete the project to improve the safe and efficient distribution of water within the 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 the replacement of the water line serving Spring Street, in accordance with specifications now on file in his office.

SECTION 2. The cost of such contract will not exceed the amount budgeted in the 2012 Appropriations Budget adopted by this Council in Ordinance No. 2011-33.

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

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

Passed: _____, 2012 Vote: _____

Attest: _____
Clerk of Council President of Council

Approved: _____, 2012
Mayor

Introduced by: Craig Sanders

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

Division Engineering	Meeting Date Requested September 17, 2012
Project Name Spring Street W/L Replacement Project	Approved for Agenda
Estimated Total Cost \$522,500. If approved, the Ohio Public Works Commission would fund \$300,000 of project costs with grant funds.	
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 replacement of the W/L in the Spring Street area. This project involves the replacement of 12" and 16" W/L's connected to the Spring/Buckeye Booster Station, which is the main feed for the intermediate zone of the water system, serving over 9500 households and businesses.	
Justification / Benefits This funding will cover 57% of the project with grant money. This project is the next water system priority on the City's 10 year Infrastructure Plan.	
Will This Project Effect the City's Operating Costs This project should have little or no affect on the City's operating costs.	
What Alternatives Exist and What Are The Implications of The Alternatives We could postpone the project, which will push other projects further into the future, will cost more as construction costs increase, and have no guarantee of future grant funding. We could proceed with the project using other interest accruing financing methods.	
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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If Yes, Note Reasons	
Division Manager Joel Montgomery	Date September 12, 2012

Res #89

RESOLUTION NO. 2012-90

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A CONTRACT WITH BURGESS & NIPLÉ OF PAINESVILLE, OHIO FOR PROFESSIONAL ENGINEERING SERVICES RELATED TO THE DEVELOPMENT OF A TRAFFIC STUDY FOR THE STATE ROUTE 83 CORRIDOR, BETWEEN FRIENDSVILLE AND SMITHVILLE WESTERN ROADS

WHEREAS, the engineer has proposed a study of traffic patterns in order to evaluate the existing flow of traffic in the State Route 83 corridor (between Friendsville and Smithville Western Roads), and the cost thereof is included in the capital plan for 2012; and

WHEREAS, the engineering firm of Burgess & Niple of Painesville, Ohio possesses the professional expertise to provide such engineering services; and

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

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 Burgess & Niple of Painesville, Ohio for engineering services related to the development of a traffic study for the State Route 83 corridor referenced above.

SECTION 2. The cost of such contract will not exceed the amount budgeted in the 2012 Appropriations Budget adopted by this Council in Ordinance No. 2011-33.

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.

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

Passed: _____, 2012 Vote: _____

Attest: _____
Clerk of Council President of Council

Approved: _____, 2012
Mayor

Introduced by: Craig Sanders

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

Division Engineering	Meeting Date Requested September 17, 2012
Project Name North SR83 Traffic Study	Approved for Agenda
Estimated Total Cost \$26,250	
Is Full Amount Budgeted <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If No, How Is The Purchase To Be Funded? This is budgeted in the SCM&R fund.	
Description Of Purchase This is a request to enter into contracts with Burgess & Niple of Painesville to provide traffic engineering services for the northern Wooster commercial area. Services will include traffic counts, intersection analysis for signal timing and coordination, pedestrian access analysis, and design proposals for the entire north SR 83 corridor between Friendsville Road and Smithville Western Road.	
Justification / Benefits This corridor experiences significant congestion, difficult pedestrian access and crossing, inadequate corridor intersection sequencing, and the potential for additional signals at Smithville Western and the Milltown-Shopping Center drive intersection. Burgess & Niple is ODOT prequalified and was selected through the City's professional services process after requesting and reviewing statements of qualifications.	
Will This Project Effect the City's Operating Costs This project should have little or no effect on the City's operating costs.	
What Alternatives Exist and What Are The Implications of The Alternatives We could do nothing, however, the sequencing and pedestrian problems could contribute to accidents, and will continue to facilitate congestion.	
Is This A Sole Source Bid or Non-Bid Situation <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes, Explain The Circumstances This is an Engineering services request and Burgess & Niple has exhibited the appropriate qualifications and expertise for the work required. The City Engineering Division has already completed some of the traffic counts and field work for this project. Burgess & Niple is ranked in the top three of the current engineering services registry for traffic design, and was selected based on the current engineering services selection policy.	
Are You Requesting Suspension Of The Rules <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If Yes, Note Reasons	
Division Manager Joel Montgomery	Date September 12, 2012

Res # 90

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

Division Engineering	Meeting Date Requested September 17, 2012
Project Name : University & Wayne Resurfacing	Approved for Agenda
Estimated Total Cost \$180,000	
Is Full Amount Budgeted <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If No, How Is The Purchase To Be Funded? Budgeted in SCM&R Fund	
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 University Street from Gasche to Palmer; and on Wayne Ave. from Bever to Palmer.	
Justification / Benefits These two streets are at the top of the street resurfacing list, based on pavement condition rating, usage, and traffic.	
Will This Project Effect the City's Operating Costs This project should reduce maintenance costs by repairing deteriorating roads.	
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 type="checkbox"/> Yes <input checked="" 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 September 12, 2012

Res # 91

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

Division Engineering	Meeting Date Requested September 17, 2012
Project Name Water Pollution Control Plant Improvement Project - OPWC Participation	Approved for Agenda
Estimated Total Cost \$7,350,000. If approved, the Ohio Public Works Commission would fund \$500,000 of project costs with grant funds.	
Is Full Amount Budgeted <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If No, How Is The Purchase To Be Funded? This project is scheduled for 2013. The City portion of the project will budgeted in FY 2013.	
Description Of Purchase This is a request to authorize application for and acceptance of \$500,000 in grant money from the Ohio Public Works Commission for improvements to the WPCP as outlined in the URS plant evaluation and biosolids alternative analysis.	
Justification / Benefits This funding will cover approximately 7% of the project. This project is required to maintain compliance with our NPDES permit and improve WPCP operations.	
Will This Project Effect the City's Operating Costs This project will increase debt service and some operating costs due to additional equipment and sludge handling, but should allow for increased revenue from septic receiving. It will also allow the WPCP to accept increased loading from potential, new industrial users.	
What Alternatives Exist and What Are The Implications of The Alternatives We must construct improvements, therefore failing to apply for grant funds would only result in financing more of the project with interest accruing financing methods.	
Is This A Sole Source Bid or Non-Bid Situation <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes, Explain The Circumstances OPWC is the only agency offering funding for this type of project at this time.	
Are You Requesting Suspension Of The Rules <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes, Note Reasons The OPWC funding applications are due on September 21 st .	
Division Manager Joel Montgomery	Date September 12, 2012

Res # 92