

**CITY COUNCIL MINUTES**  
**October 7, 2013**

**I. ROLL CALL & ORDERING OF AGENDA**

President Mike Buytendyk called the regular meeting of Wooster City Council to order at 7:30 p.m. in council chambers. The following members were present: Jon Ansel, Mark Cavin, Barbara Knapic, Craig Sanders, David Silvestri, Jeff Steiner, and Jon Ulbright.

City Administration present: Mayor Bob Breneman, Director of Administration Joel Montgomery, Finance Director Andrei Dordea. Law Director, Dick Benson, was absent.

**II. APPROVAL OF MINUTES**

Mr. Steiner moved, seconded by Mr. Ansel, to approve the September 16, 2013 meeting minutes. Upon voice vote, the motion carried unanimously.

**III. COMMUNICATIONS FROM MAYOR/ADMINISTRATION**

Mr. Breneman provided road construction updates to council members stating that Burbank Road is now complete; Oak Hill Road is still under construction and should be completed in the next two to three weeks; a new water line is in the process of being replaced along North Street and paving from Larwill Street south to the city square will start after that water line project is complete.

Mr. Breneman also noted that Al Van Wie passed away on September 18, 2013. Mr. Van Wie was a prominent member of the community and an integral part of the College of Wooster athletic programs.

Mr. Breneman shared that the City of Wooster Finance department recently received an award with distinction from the Auditor of State.

Mayor Breneman submitted a memo to council requesting approval for re-appointing Mr. Reg Kramer to the Civil Service Commission for a six-year term beginning on January 1, 2014 and ending on December 31, 2019. Mr. Buytendyk noted that Mr. Krame was present in the audience.

Ms. Knapic moved, seconded by Mr. Silvestri, to approve the re-appointment of Mr. Reg Kramer, recommended by Mayor Breneman, to serve on the Civil Service Commission. Upon roll call, motion to approve carried unanimously (Ansel-yes; Cavin-yes; Knapic-yes; Sanders-yes; Silvestri-yes; Steiner-yes and Ulbright-yes).

**IV. PETITIONS/COMMUNICATIONS FROM PUBLIC**

The following members of the audience spoke: April Gamble, 15 Salter Rd. (2013-85); Jimmy Pooler, 1814 Burbank Rd. (2013-85); Greg Gehris, 347 N. Grant St. (2013-83).

**V. COMMITTEE REPORTS; PUBLIC HEARINGS**

**VI. OLD BUSINESS**

1. Second Reading – ORDINANCE NO. 2013-37 AN ORDINANCE AMENDING CHAPTER 155, DESIGN AND REVIEW BOARD, OF THE CODIFIED ORDINANCES OF THE CITY OF WOOSTER, OHIO, BY THE ADOPTION OF VARIOUS TEXT AMENDMENTS (Knapic)

Ms. Knapic noted that this is the third reading for these recommended amendments. Mr. Buytendyk stated that Mr. Dutton had included a few additions to have more involvement by the property owners. Ms. Knapic noted that those changes were with respect to designation of landmarks in the landmark districts. Mr. Ulbright thanked Mr. Dutton for sharing additional information via email with council members and for answering council members' questions. Mr. Silvestri also thanked Mr. Dutton for being responsive to council members.

Ms. Knapic moved, seconded by Mr. Silvestri, to adopt. Upon roll call, motion to adopt carried unanimously (Ansel-yes; Cavin-yes; Knapic-yes; Sanders-yes; Silvestri-yes; Steiner-yes and Ulbright-yes).

## **VII. NEW BUSINESS**

1. First Reading – RESOLUTION NO. 2013-83 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A CONTRACT FOR PROPERTY AND GENERAL LIABILITY INSURANCE FOR THE MUNICIPAL GOVERNMENT (Ansel)

Mr. Ansel noted that this resolution is for a budgeted item that is renewed each year. The city selected an insurance carrier through the competitive bid process in 2012, and Whitaker-Myers was the successful firm. The city is increasing its coverage this year due to geographical expansion, though the premium will remain the same. City administration is recommending that the insurance policy with Whitaker-Myers be renewed particularly because of on-going safety assessments and ADA accommodations.

Mr. Ansel moved, seconded by Mr. Ulbright, to adopt. Upon roll call, motion to adopt carried unanimously (Ansel-yes; Cavin-yes; Knapic-yes; Sanders-yes; Silvestri-yes; Steiner-yes and Ulbright-yes).

2. First Reading – RESOLUTION NO. 2013-84 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO PURCHASE VEHICLES IN ACCORDANCE WITH THE CAPITAL PLAN FOR 2013 (Ulbright)

Mr. Ulbright explained that this is a request to purchase a new, 2013 street sweeping vehicle for the Public Properties Maintenance Division. The new street sweeper would replace a 2000 model that would cost more to repair than it is worth in scrap value. Mr. Ansel asked what the city intended to do with the old machine. Mr. Decker responded that the city would trade it in for \$18,000. Mr. Cavin asked if the city owns more than one street sweeper. Mr. Decker said that the city owns a total of two, but the second one does not have the same capabilities. Mr. Decker stated that it is PPM's goal to sweep the entire city twice per year and it takes six weeks to make a single pass around the city. Mr. Silvestri asked about the frequency of sweeping the downtown area. Mr. Decker replied that downtown streets are swept each Friday morning between Spink and Grant and between North and South Streets. Mr. Silvestri also asked about the lighting system on the new model and if it would be more visible than the current one so as to avoid accidents. Mr. Decker said that it would be better lit. Mr. Ulbright asked if the new sweepers used water like the older models did. Mr. Decker replied that they do; however, some dust and debris is still generated. The water is primarily to keep down the dust at the street level.

Mr. Ulbright moved, seconded by Mr. Silvestri, to adopt. Upon roll call, motion to adopt carried unanimously (Ansel-yes; Cavin-yes; Knapic-yes; Sanders-yes; Silvestri-yes; Steiner-yes and Ulbright-yes).

3. First Reading – RESOLUTION NO. 2013-85 A RESOLUTION AUTHORIZING THE DIRECTOR OF FINANCE TO ISSUE PAYMENT FOR SERVICES RENDERED UNDER CONTRACTS WITH VARIOUS VENDORS, AND DECLARING AN EMERGENCY. (Ansel)

Mr. Ansel explained that the city received an invoice for repair work done on the Beall Avenue streetscape project in mid-2012. However, the city only received the invoice in the last two weeks. Due to the amount of the purchase order, the date of the work and the date of the invoice, the city needs council approval to pay the vendor for the work. Mr. Silvestri asked if this was something that should have shown up on an open report. Mr. Dordea responded that the finance department has numerous purchase orders open at any given time.

Mr. Ansel moved, seconded by Mr. Ulbright, to suspend the rules and place on third and final reading. Upon roll call, motion carried unanimously (Ansel-yes; Cavin-yes; Knapic-yes; Sanders-yes; Silvestri-yes; Steiner-yes and Ulbright-yes).

Mr. Ansel moved, seconded by Mr. Steiner, to adopt. Upon roll call, motion to adopt carried unanimously (Ansel-yes; Cavin-yes; Knapic-yes; Sanders-yes; Silvestri-yes; Steiner-yes and Ulbright-yes).

**X. MISCELLANEOUS**

Mr. Buytendyk noted that, due to a numbering error related to Resolution No. 2013-77 passed by city council on September 16, 2013, it was necessary to correct the record and re-number the resolution related to the county TIRC recommendation. Hearing no objections from council members, the clerk was asked to correct the record to reflect the new number as Res. No. 2013-82.

Mr. Ulbright stated that he was disturbed by an article printed on the front page of the newspaper. Mr. Ulbright referred to a public meeting conducted by Mr. Cavin at which members of council, the community and city administration discussed enforcement of property maintenance codes, and, specifically, rental properties. Mr. Ulbright said he was under the impression that all entities would be working together to hold further meetings and discussions on how to address those issues. However, Mr. Ulbright noted that a member of the city administration stated that the city would not be using a licensing system. This gave Mr. Ulbright the impression that the decisions had been made without the promised input, discussion and meetings.

Mr. Ansel stated that his understanding was Ms. Knapic was going to hold a Laws & Ordinances Committee meeting to discuss code enforcement, licensing, and more severe penalties for repetitive violators. Mr. Ansel also was of the belief that there were going to be further meetings on these topics and was upset to read in the paper what sounded to him like the city administration had already decided these questions without input. Mr. Ansel asked that city administration address the situation properly. Mr. Ansel also announced that he would hold a state of the city finance meeting on Monday, November 4, 2013 at 7:00 p.m. in council chambers.

Mr. Buytendyk reminded council members that they have been invited to the Public Properties Maintenance Division garage for a police demonstration from 5:30 p.m. to 7:00 p.m. on Monday, October 21, 2013. The regularly scheduled council meeting will follow at 7:30 p.m. in council chambers.

Mr. Breneman asked to respond to council's concerns regarding the newspaper article cited by Mr. Ulbright and Mr. Ansel. Mr. Breneman stated that Mr. Monea was expressing his personal opinion and that city administration has not had extensive conversations on the topic. Mr. Breneman also stated that city administration held a meeting with Ms. Knapic, Mr. Cavin and Mr. Sanders to discuss the issues with property maintenance, code enforcement, etc. Mr. Breneman wanted to clarify that city administration has not determined how they will proceed and that Mr. Monea was expressing his personal opinion and not that of the city administration.

Ms. Knapic stated that her concern with what was said is that it can be taken to represent the city's position and not that of an individual expressing his opinion. Ms. Knapic also stated that she believes that point needs to be addressed.

**XI. ADJOURNMENT**

Mr. Ulbright moved, seconded by Mr. Ansel, to adjourn. Motion carried and meeting so adjourned at 8:10 p.m.

---

Michael G. Buytendyk  
President of Council

---

Amy M. Hamilton  
Clerk of Council