

**WOOSTER CITY COUNCIL MINUTES**  
**October 2, 2017**

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

President Mike Buytendyk called the regular meeting of Wooster City Council to order at 7:40 p.m. in council chambers. Lynne DePaulo, Council Clerk, called roll with the following members present; Jon Ansel, Mark Cavin, Barb Knapic, Craig Sanders, Dave Silvestri and Jon Ulbright. City Administration present: Mayor Bob Breneman, Director of Administration Joel Montgomery, Chief Matt Fisher, Asst. Chief Scott Rotolo and Human Resource Manager, Jeanette Wagner.

**II. APPROVAL OF MINUTES**

Councilman Ansel moved to approve the minutes of the September 18, 2017, meeting, seconded by Councilwoman Knapic. By voice vote, the motion passed unanimously.

**III. COMMUNICATIONS FROM MAYOR/ADMINISTRATION**

Mayor Breneman announced that Money Magazine had awarded the city the Best Hometown Award. Wooster placed #37 on a list of 100 based on city's containing populations between 10,000 – 100,000.

He extended a thank you to the Wooster Chamber of Commerce the City's Maintenance Department for all their work with Woosterfest.

The Mayor encouraged council to vote tonight on Ordinances 2017-29 and 2017-30. He requested they ask their questions regarding the changes tonight since Jeanette, Andrei, Matt, and Scott were available to answer.

**IV. PETITIONS/COMMUNICATIONS FROM PUBLIC**

Kevin Breenan requested that council and the city take the need for sidewalk repair to be taken seriously. Jon Ulbright reviewed the city's policies and stated that if a resident sees a problem, they should call in with a street address.

**V. COMMITTEE REPORTS; PUBLIC HEARINGS**

Councilwoman Knapic introduced the public hearing for the alley vacate (Maiden Lane to Maple Street). Resident Dave Clark stated that he had begun clean up of his section and wanted to know what could be done about the neighbors and cleaning up their portion. He said he would be the "watch dog" for the area. Councilwoman Knapic stated there are policies in place and to please let the city and/or council know how things progress with the cleanup.

Councilwoman Knapic reviewed the Law and Ordinances Committee meeting progress. The committee met recently with Andrew Dutton, Zoning and Planning Manager, and the consultants on updating the zoning code. They are working to streamline the code and bring it up to date. It will not be completed by the end of the year as was hoped due to the need for public input.

The Infrastructure Committee met before the council meeting. Councilman Ulbright thanked Roger Kobilarcsik, City Engineer, and Curt Denning, PPM Manager, for their excellent presentation. The presentation gave an overview of the 2017 projects and the 2018 wish list.

**VI. OLD BUSINESS [None]**

**VII. NEW BUSINESS**

1. First Reading - RESOLUTION NO. 2017-42

A RESOLUTION AUTHORIZING THE EXPENDITURE OF ADDITIONAL FUNDS TO A SINGLE VENDOR FOR UTILITY DIVISION SUPPLIES (Sanders)

Councilman Sanders introduced the resolution and stated it as a budgeted item, no need for three readings. In order for the Utilities Division to remain productive, they need to be able to purchase these additional supplies.

Councilman Sanders moved, seconded by Councilman Ansel, to adopt. Upon roll call, motion to adopt carried 6-0 (Ansel-yes; Cavin-yes; Knapic-yes; Myers-absent; Sanders-yes; Silvestri-yes; and Ulbright-yes).

2. First Reading – ORDINANCE NO. 2017-29  
AN ORDINANCE AMENDING CHAPTER 162, MANAGEMENT BENEFITS, OF THE  
CODIFIED ORDINANCES OF THE CITY OF WOOSTER, OHIO, AND DECLARING AN  
EMERGENCY (Knapic)

Discussion was had regarding the title of the Ordinance. Councilwoman Knapic moved to strike the AND, DECLARING AN EMERGENCY portion, Councilman Silvestri seconded. Upon roll call, motion to amend the title carried 6-0 (Ansel-yes; Cavin-yes; Knapic-yes; Myers-absent; Sanders-yes; Silvestri-yes; and Ulbright-yes).

Councilwoman Knapic moved to suspend the rules and place on third and final reading, seconded by Councilman Sanders. Upon roll call, motion carried 6-0 (Ansel-yes; Cavin-yes; Knapic-yes; Myers-absent; Sanders-yes; Silvestri-yes; and Ulbright-yes). Councilwoman Knapic moved, seconded by Councilman Sanders, to adopt as amended. Upon roll call, motion to adopt carried 6-0 (Ansel-yes; Cavin-yes; Knapic-yes; Myers-absent; Sanders-yes; Silvestri-yes; and Ulbright-yes).

3. First Reading – ORDINANCE NO. 2017-30  
AN ORDINANCE AMENDING CHAPTER 162, MANAGEMENT BENEFITS, OF THE  
CODIFIED ORDINANCES OF THE CITY OF WOOSTER, OHIO, AND DECLARING AN  
EMERGENCY (Knapic)

Councilwoman Knapic moved to strike the AND, DECLARING AN EMERGENCY portion, Councilman Silvestri seconded. Upon roll call, motion to amend the title carried 6-0 (Ansel-yes; Cavin-yes; Knapic-yes; Myers-absent; Sanders-yes; Silvestri-yes; and Ulbright-yes).

Councilman Silvestri questioned the need for an additional person in Human Resources and where is the workload coming from? Mr. Montgomery stated that previously before the city reduced the workforce, HR contained four people, and now it has only two. There is plenty of work since the city has added employees and provided support for WARCOG. WARCOG work is paid for by the WARCOG entities based on a calculation. Mr. Montgomery also reminded council that the position of Human Resource Coordinator had previously been in the organization and is unclear on why it was removed in the first place.

Councilwoman Knapic asked what kind of support does the City provide to WARCOG? Ms. Wagner explained that with WARCOG being considered a small employer their needs are different than the city's and new processes and procedures needed to be created. WARCOG has their own insurance plan, training needs, employee relations, hirings and disciplinary needs. They are treated as a separate entity, and it is estimated that HR provides approximately 20 hours per week in support through HR, but that support is provided by a higher level of staff than what the coordinator would supply. Councilwoman Knapic asked if there was no WARCOG would you need a full-time employee? Ms. Wagner stated they could easily keep someone busy 24-30 hours and with it being open enrollment season and union negotiation time, the employee would be busy the full 40 hours. Mr. Montgomery again said this position will mostly be used to fulfill the city's needs, not WARCOG.

After additional discussion, Councilwoman Knapic suggested that Administration provided spreadsheets to council regarding the WARCOG. It was decided there was no need for a committee meeting and Knapic would call to suspend the rules and call for a vote at the next council meeting.

4. First Reading - ORDINANCE NO. 2017-31

AN ORDINANCE VACATING AN UNNAMED EAST/WEST ALLEY IN THE CITY OF WOOSTER (BETWEEN MAIDEN LANE AND MAPLE STREET), AND DECLARING AN EMERGENCY (Ulbright)

Councilman Ulbright moved to suspend the rules and place on third and final reading, seconded by Councilman Cavin. Upon roll call, motion carried 6-0 (Ansel-yes; Cavin-yes; Knapic-yes; Myers-absent; Sanders-yes; Silvestri-yes; and Ulbright-yes). Councilman Ulbright moved, seconded by Councilwoman Knapic, to adopt as amended. Upon roll call, motion to adopt carried 6-0 (Ansel-yes; Cavin-yes; Knapic-yes; Myers-absent; Sanders-yes; Silvestri-yes; and Ulbright-yes).

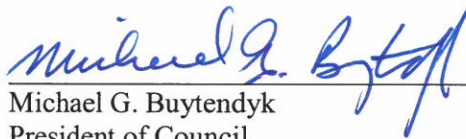
**VIII. MISCELLANEOUS**


Multiple councilpersons commented on the infrastructure committee presentation and the Best Hometown Award. Councilman Cavin requested a Safety Committee meeting to discuss homeowners and landlords responsibilities regarding tenants drug use and upkeep. He requested the Law Director, Police Chief and Administration be present. It is scheduled for November 6<sup>th</sup>, at 6:00 p.m. Councilwoman Knapic hopes to work jointly with the College of Wooster and the City to resolve issues residents are having with some students and student housing.

Councilman Ansel requested a Finance Committee meeting for November 20<sup>th</sup>, at 6:00 p.m.

**IX. ADJOURNMENT**

Councilman Ulbright moved to adjourn, seconded by Councilman Silvestri. By voice vote, the motion passed unanimously.

  
\_\_\_\_\_  
Michael G. Buytendyk  
President of Council

  
\_\_\_\_\_  
Lynne DePaulo  
Clerk of Council

