



WOOSTER CITY COUNCIL MINUTES
January 20, 2015

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: Mark Cavin, Scott Myers, Craig Sanders, David Silvestri and Jon Ulbright. Jon Ansel and Barbara Knapic were absent.

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

II. APPROVAL OF MINUTES

Mr. Myers moved, seconded by Mr. Silvestri, to approve the minutes of the January 5, 2015 regular meeting. Upon voice vote, the motion carried unanimously.

III. COMMUNICATIONS FROM MAYOR/ADMINISTRATION

Mayor Breneman said both nominees for reappointment to the Hospital Board have served well, and he is seeking Council approval to reappoint them for another term. Mayor Breneman also noted and congratulated Ms. Margo Broehl, who was awarded the Wooster Area Chamber of Commerce ‘Wall of Fame’ distinction the previous week and added Ms. Broehl has been a valuable part of the Wooster Growth Corporation over the last two decades.

Mayor Breneman pointed out the large number of capital projects on the agenda and said the City would like to get those started soon to secure the best bids. Mayor Breneman also stated he would like to give the State of the City Address at 6:30 pm on Tuesday, February 17, 2015, if Council was amenable.

A memorandum from the Mayor requesting two reappointments to the Hospital Board of Governors:

1. Jerry Packard
2. Jeff Perkins

Upon voice vote, both nominations were approved unanimously.

IV. PETITIONS/COMMUNICATIONS FROM PUBLIC

The following member of the audience spoke: Greg Gehris, 347 N. Grant St. (Res. No. 2015-10)

V. COMMITTEE REPORTS; PUBLIC HEARINGS

None.

VI. OLD BUSINESS

None.

VII. NEW BUSINESS

1. First Reading – ORDINANCE NO. 2015-01 AN ORDINANCE TO APPROVE AND ADOPT CURRENT REPLACEMENT PAGES TO THE CODIFIED ORDINANCES OF THE CITY OF WOOSTER, OHIO, AND DECLARING AN EMERGENCY (Ulbright)

Mr. Ulbright stated Council is asked, annually, to approve the replacement pages to the codified ordinances. Because this legislation needs three readings, Mr. Ulbright said it would be left on first reading and taken up again at the next council meeting.

2. First Reading – RESOLUTION NO. 2015-06 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A TECHNICAL SERVICES CONTRACT WITH MBI SOLUTIONS OF DAYTON, OHIO FOR BILLING SERVICES RELATED TO THE CITY EMS SERVICE (Sanders)

Mr. Sanders stated this is the annual contract renewal with MBI Solutions to continue the billing services related to EMS billing. Mr. Sanders added the City has used MBI Solutions since 2004 with good results. As to the payment structure, the City pays a 6% administrative fee on funds collected. Mr. Sanders also said the revenue collected for 2014 through November is \$737,640.26 and the City has paid \$40,953.31 so far. The annual total paid to MBI usually falls between \$46,000 and \$48,000. Mr. Silvestri asked about the consistency of the revenue collection amounts. Chief Roger Brenneman stated the dollar amount collected has been going up over the years and they have not had any indication of collection difficulties.

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

3. First Reading – RESOLUTION NO. 2015-07 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 RECONSTRUCTION OF A PORTION OF GEYERS CHAPEL ROAD (Ulbright)

Mr. Ulbright stated the City has set aside \$350,000 for this project and \$500,000 is to come from the Ohio Department of Transportation's (ODOT) Jobs and Commerce Economic Development Program (JCED) grant. The project is for reconstructing Geyers Chapel Road from the northern terminus of a current ODOT project to just north of the Daisy Brand project site. Mr. Silvestri asked if the City had received the \$500,000 already or if it was for reimbursement of the City's costs. Mr. Montgomery replied the City had applied for the money, with Council's permission, and is for reimbursement.

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

4. First Reading – RESOLUTION NO. 2015-08 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR PROVIDING TREE SERVICE (Silvestri)

Mr. Silvestri said this legislation is to allow the Public Properties Maintenance Manager to bid out some of the tree maintenance that is beyond the ability and equipment the City is currently able to perform. Mr. Silvestri said the work is budgeted to cost approximately \$49,000. Mr. Sanders asked if the City was going to begin planting trees again, as he is aware of several constituents who had trees cut down three or four years ago and have not been replaced. Mr. Buytendyk said he knows of several trees that were replaced last fall, so the program was not completely halted. Mr. Silvestri asked if each tree in the tree lawns are still tagged with GPS and tracked. Mr. Montgomery said they are. He also added he was aware of at least one tree that was replaced in his ward last fall.

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

5. First Reading – RESOLUTION NO. 2015-09 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST

BIDDER FOR RESURFACING A SECTION OF POINT OF VIEW DRIVE
AND CRABAPPLE COURT (Ulbright)

Mr. Ulbright stated the \$70,000 in funding for this project will come from the Capital Improvements Fund and will include resurfacing and repairing the pavement on Point-of-View Drive from Robinson Road to Secrest Road and also Crabapple Court.

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

6. First Reading – RESOLUTION NO. 2015-10 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR MICROSURFACING MILLTOWN ROAD (Ulbright)

Mr. Ulbright said the estimated cost for this project is \$175,000, which is to come from the Capital Improvements Fund. This request is to advertise and award a bid for micro-surfacing the pavement on Milltown Road from State Route 83 to Melrose Drive. Mr. Ulbright noted this process can buy the City some time before the road needs a longer-lasting repair. Mr. Ulbright said micro-surfacing costs 75% less than the mill and fill process. Mr. Kobilarcsik described micro-surfacing as a preventative maintenance measure and has been used on Friendsville Road, part of Milltown Road by Buehler's, and in other areas. Mr. Kobilarcsik said part of the reason they had the pavement condition index created was to find roads that were in a condition such that micro-surfacing would be an effective measure. Mr. Ulbright stated an audience member wanted to know if the appearance of potholes could be attributed to the micro-surfacing process. Mr. Kobilarcsik said the micro-surfacing coating is 3/8" of an inch thick, so it will eventually be worn off, but it is the asphalt beneath and not the micro-surfacing that creates the potholes.

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

7. First Reading – RESOLUTION NO. 2015-11 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR CONCRETE REPAIRS ON VINTON WOODS AND TANGLEWOOD DRIVES (Ulbright)

Mr. Ulbright said this legislation is to allow a project to go forward to repair the concrete on Vinton Woods and Tanglewood Drives. Mr. Ulbright said the estimated cost of the repair project is \$200,000, which will come from the Capital Improvements Fund.

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

8. First Reading – RESOLUTION NO. 2015-12 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 CONSTRUCTION OF A BOOSTER PUMP STATION SERVING THE MELROSE DRIVE AREA (Sanders)

Mr. Sanders said this project will increase booster pump capacity in the high service zone, which serves the northeastern section of Wooster as well as the Daisy Brand facility. Mr. Sanders said the booster will pump water from the intermediate zone to the high zone. The project is estimated to cost \$600,000, and the funds will come from the Water Fund.

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

9. First Reading – RESOLUTION NO. 2015-13 A RESOLUTION AUTHORIZING THE MAYOR TO SUBMIT AN APPLICATION TO THE OHIO STATE HISTORIC PRESERVATION OFFICE FOR GRANT MONIES; TO APPLY SUCH FUNDS, IF AWARDED; AND TO EXECUTE ANY NECESSARY DOCUMENTS IN CONNECTION THEREWITH; AND DECLARING AN EMERGENCY (Sanders)

Mr. Sanders said the City has the opportunity to apply for grant monies from the Ohio Historic Preservation Office for the drafting of updates to the City of Wooster design guidelines. Mr. Sanders said this document provides guidelines to residents, property owners, architects, and the City's Design and Review Board for changes to historic structures and sites in the City of Wooster. Mr. Sanders said if the City is awarded the grant, then it would cover approximately 60% of the cost of the creation of the documents. The project total is expected to be \$20,000. Mr. Cavin asked if a specific project had prompted this process or if it was just time for an update. Mr. Andrew Dutton replied that the last guidelines were adopted in 1999 and not specifically tailored to the City. Mr. Dutton said the City is now a Certified Local Government, so this grant funding is available. Mr. Buytendyk asked who would be doing most of the drafting. Mr. Dutton replied it would likely be a consultant as it is a specialized field. Mr. Montgomery added these would be guidelines and not codified ordinances, and would provide guidance to the Design and Review Board. Mr. Myers asked, in the interest of cost, if it is possible to use something already in use in another community. Mr. Dutton replied \$20,000 is on the high end, and since each community is different and has developed differently over time, one plan cannot be universally applied across all others. The legislation was left on first reading.

10. First Reading – RESOLUTION NO. 2015-14 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 WESTRIDGE DRIVE (Sanders)

Mr. Sanders stated this project would include replacing the water line on Westridge Drive between Northwestern and Beechwood Avenues. Mr. Sanders said 700 linear feet of 6" cast iron line will be replaced along with two fire hydrants and seven water services. Mr. Ulbright asked if it was because of this project the sidewalks on Northwestern and Westridge had been delayed. Mr. Kobilarscik said the weather delayed installing the sidewalks, and the City found it had missed the waterline project. The weather delay has given the City the time to get the waterline replaced before the weather improves enough to get the sidewalks installed.

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

11. First Reading – RESOLUTION NO. 2015-15 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO RENEW A CONTRACT WITH THE CENTRAL FIRE DISTRICT TRUSTEES FOR THE FURNISHING OF EMERGENCY AMBULANCE SERVICES TO A PORTION OF WAYNE TOWNSHIP, AND DECLARING AN EMERGENCY (Cavin)

Mr. Cavin stated this legislation is to continue a mutual aid agreement between the City of Wooster and the Central Fire District in Wayne Township to provide emergency ambulance services. The legislation was left on first reading.

12 First Reading – RESOLUTION NO. 2015-16 A RESOLUTION AMENDING RESOLUTION NO. 2013-96 BY EXTENDING THE TERMS OF THE CONTRACT; AND DECLARING AN EMERGENCY (Cavin)

Mr. Cavin explained the original resolution contained a typographical error in the length of the contract. Resolution No. 2013-96 stated the contract was to have a term of one year instead of the intended three. The legislation was left on first reading.

13. First Reading – RESOLUTION NO. 2015-17 A RESOLUTION DECLARING THE NECESSITY OF RECONSTRUCTING SIDEWALKS AND CURB RAMPS ON EAST PINE STREET, AND DECLARING AN EMERGENCY (Ulbright)

Mr. Ulbright said he would like to amend the title of the resolution to read “sidewalks, curb ramps, and driveway approaches” because it would be a more accurate description of the intent of the legislation. Mr. Benson suggested the change be carried through to Section 1, and Mr. Ulbright agreed. Mr. Ulbright stated this legislation is usually referred to as a resolution of necessity. Mr. Ulbright then related the history of this project and explained how it had arrived in the form of this legislation. Mr. Ulbright said about \$38,000 of the project would come through property assessments and \$332,000 would come from the Capital Improvements Fund. Mr. Ulbright and Mr. Kobilarcsik then responded to questions from East Pine Street residents. A resident asked what the City could do to accommodate property owners who may have recently had work done to their driveways or sidewalks. Mr. Kobilarcsik said the City would do what it could to incorporate those items; however, if the recent work could not be made to fit with the slope, drainage, and uniformity of the project, then the City would have to make the appropriate changes. Mr. Montgomery said the cost of the assessments were based on actual costs and not front foot costs. Mr. Montgomery said that if the City was able to make the current sidewalk or driveway fit the project, then the property owner’s assessment would be adjusted accordingly. The legislation was left on first reading.

14. First Reading – RESOLUTION NO. 2015-18 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 RECONSTRUCTION OF A PORTION OF EAST PINE STREET (Ulbright)

Mr. Ulbright said this legislation is what deals directly with the actual reconstruction of East Pine Street. Mr. Ulbright stated he project is slated to begin in July 2015. The legislation was also left on first reading.

IX. MISCELLANEOUS

None.

X. ADJOURNMENT

Mr. Ulbright moved, seconded by Mr. Silvestri, to adjourn. Motion carried and meeting so adjourned at 9:05 p.m.

Michael G. Buytendyk
President of Council

Amy M. Hamilton
Clerk of Council