

## **CITY COUNCIL MINUTES**

**June 20, 2011**

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

Acting President David Silvestri 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, Mike Buytendyk, Mark Cavin, David Silvestri, Jeff Steiner and Jon Ulbright. Barb Knapic was absent.

### **II. APPROVAL OF MINUTES**

Mr. Steiner moved, seconded by Mr. Buytendyk, to approve the minutes of the June 6, 2011 meeting. Upon voice vote, motion carried unanimously.

### **III. COMMUNICATIONS FROM MAYOR/ADMINISTRATION**

Mayor Breneman updated council on various activities in the City: 1) Matt Fisher, newly appointed Wooster Police Chief, was sworn into office earlier in the day. Mayor Breneman congratulated him and thanked outgoing Chief Glick for his years of service and wished him good luck in his new position with security at the College of Wooster. 2) Acknowledged and thanked the following for their generous donations to the Wooster Fire Division: Mrs. Iva Byler, for donating a Reeves Stretcher; Wooster Kiwanis and the Beaverson Fund jointly donated three Pedi-Mate pediatric safety restraints. 3) The 2011 Paving List was distributed to council and the mayor advised them to contact the administration with any questions or concerns. 4) City administration distributed information addressing questions raised at the last meeting regarding closing a portion of Gasche Street.

### **IV. PETITIONS/COMMUNICATIONS FROM PUBLIC**

The clerk read a notice from the Ohio Department of Liquor Control for a new D5L liquor permit for JEJOPA Investments, DBA Spoon Market & Deli, 147 S. Market Street. Mr. Buytendyk moved, seconded by Mr. Steiner, not to request a hearing. Motion carried unanimously.

Annette Palecek and Chad Lehman submitted a petition to vacate a public alley running in an east/west direction from Lucca Street to the railroad right-of-way between lot numbers O.L. 91, 6866, 1547 and 1548. The petitioners own all land abutting the alley in the area of the proposed vacation.

### **V. COMMITTEE REPORTS; PUBLIC HEARINGS**

Mr. Ulbright reported on the Infrastructure Committee meeting held on Monday, June 6, 2011, at 6:30 p.m. to discuss the College of Wooster's proposal to close the section of Gasche Street between University and Wayne. Over ninety people attended the meeting and thirty-four spoke and twenty-six spoke to council at their 7:30 meeting. Mr. Ulbright said it was a lively discussion and many points were made on both sides. He urged council members who were not in attendance at the committee meeting and/or the council meeting to listen to the recordings prior to the July 5<sup>th</sup> council meeting when the final vote on the Gasche Street issue would be made.

Mr. Ulbright and Mr. Ansel tentatively scheduled a co-meeting of the Finance Committee and the Infrastructure Committee for the purpose of discussing ways to raise additional revenue for street repair and construction. The 2011 Paving List is a short list and Mr. Ulbright indicated that is due to lack of funds. They asked council members to check their availability for Monday, August 29, 2011, between 5:30-7:00, to meet in council chambers at City Hall.

Mr. Ansel opened the Public Hearing regarding the 2012 Tax Budget proposal which is due to the Wayne County Auditor by July 20, 2011. Andrei Dordea, Finance Director, gave a brief summary of what is required by statute for the county and the state. He explained the process and formulas used to forecast these projections and reviewed the estimated figures of the 2012 Tax Budget. Mr. Ansel said the projected tax revenue will be slightly up for 2012 with the biggest reduction forecast being the inner-governmental revenues. He felt this was a good mid-year barometer for the city's projected operating revenues and expenses. Mr. Ansel opened up discussion from council and the public and Mr. Dordea addressed various questions. There being no further discussion, Mr. Ansel closed the Public Hearing for the 2012 Tax Budget.

## **VI. OLD BUSINESS**

1. Second Reading - RESOLUTION NO. 2011-55 PROVIDING FOR THE ANNUAL TAX BUDGET FOR 2012 (Ansel)

Mr. Ansel stated the public meeting was just held to discuss the annual tax budget in open forum. He said he would delay the resolution to third reading as he would like to have full representation of council at the July 5<sup>th</sup> meeting. Resolution remained on second reading.

2. Second Reading - RESOLUTION NO. 2011-56 AUTHORIZING THE DIRECTOR OF FINANCE TO ISSUE PAYMENT FOR SERVICES RENDERED UNDER CONTRACT(S) WITH VENDORS OR FOR SERVICES PROVIDED TO THE MUNICIPALITY, AND DECLARING AN EMERGENCY (Ansel)

Mr. Ansel said the services of a third party assessor was engaged to review the candidates for the rank of police chief, which involves the testing process as well as the personal interview evaluation process. The total amount of the service was \$4,820.38, which is in excess of the \$3,000 expenditure threshold requiring council approval.

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

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

## **VII. NEW BUSINESS**

1. First Reading - ORDINANCE NO. 2011-18 VACATING AN ALLEY IN THE CITY OF WOOSTER (WEST OF LUCCA STREET) (Ulbright)

Mr. Ulbright said the petitioners own all property abutting the area of the proposed alley vacation. Mr. Ulbright indicated he had a difficult time locating the alley, which runs behind a manufactured home park. Although it seems the proposal should be easily dealt with, Mr. Ulbright felt the topic of vacating alleys and streets is a sensitive issue at this time. He read the following comment which was published in the newspaper: "Lehman previously petitioned the Board of Zoning Appeals in May for a variance and was denied, to continue operating and expanding the park, which sits in an R-T (Residential Traditional) zoned portion of the city." Mr. Ulbright said he has some questions and therefore would leave the ordinance on first reading and scheduled a Public Hearing for July 5, 2011 at 7:30 p.m. for public comment. The ordinance remained on first reading.

2. First 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)

Mr. Buytendyk explained McIntire Davis & Greene Funeral Home, located at 216 E. Larwill Street, sits beside a residence at 238 E. Larwill which is in somewhat of disrepair. The funeral home plans to convert the neighboring house into additional office space for their business. Mr. Buytendyk felt having the first reading of the ordinance at this meeting would keep the process moving forward as an ordinance changing zoning requires three readings. A public hearing is schedule for July 5, 2011 at 7:30 p.m. in Council Chambers at City Hall. The ordinance remained on first reading.

3. First Reading - RESOLUTION NO. 2011-57 AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A CONTRACT WITH ROMASTER CORPORATION FOR CLEANING SERVICES FOR THE MUNICIPAL BUILDING (Knapic)

Mr. Steiner indicated the janitorial services contract for city hall will expire in June. Proposals were put out and Romaster Corporation submitted the lowest bid (\$1,293,56 per month) for the 42 month contract, beginning July 2, 2011 through December 31, 2014. Tim Monea, Chief Building Official, explained the Nick Amster Workshop has cleaned city hall for a number of years but were not interested in renewing their contract as they no longer wish to be in the janitorial business as part of their work program. Under the new contract with Romaster, cleaning services will be scaled back by approximately 40%. Employees will be doing minor cleaning in their designated office areas, such as emptying trash and vacuuming, while Romaster will take care of the common areas. Romaster is located in Wadsworth but hire local employees. Mr. Ansel said he has served on the Nick Amster Board for over twenty years and they are focusing more on their industrial accounts. He also noted that he too sits on the Wayne County Justice Center Board and they recently hired Romaster for their janitorial services and are very satisfied.

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

4. First Reading - RESOLUTION NO. 2011-58 AUTHORIZING THE DIRECTOR OF FINANCE TO ISSUE PAYMENT FOR SERVICES RENDERED UNDER CONTRACT(S) WITH VENDORS OR FOR SERVICES PROVIDED TO THE MUNICIPALITY (Ansel)

Mr. Ansel explained that two years ago the city entered in to a three-year contract with Perry Corporation of Lima, Ohio for managed print services in the amount of \$14,995 per year. The purchase order failed to reflect that the obligation was for a three-year contract and the total aggregate amount was beyond the \$15,000 threshold requiring approval of Council. Mr. Ansel said at the end of this contract term the city will go out to bid for a new two to three year maintenance agreement. Mr. Benson said this was just a matter of someone forgetting to enter the purchase order contemporaneously with concurring the debt.

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

5. First Reading - RESOLUTION NO. 2011-59 AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A CONTRACT WITH BURGESS & NIPLE OF PAINESVILLE, OHIO FOR PROFESSIONAL DESIGN SERVICES RELATED TO TRAFFIC SIGNAL DESIGN FOR TWO INTERSECTIONS IN THE CITY OF WOOSTER (Ulbright)

Mr. Ulbright explained this request is for traffic signal design, not for traffic signals. The total cost of the project is \$24,600 (\$12,300 each for two separate projects) and the design work is budgeted under Street Construction Maintenance and Repair and Capital Improvement Funds. Burgess & Niple has been prequalified by ODOT and the contract will be a sole source. The signals being designed are for two intersections, Liberty and Walnut Street and Friendsville and SR83. The Liberty and Walnut signal replacement is part of the South Street area improvement project and will be partially funded through an OPWC grant. The present signal is deteriorating and the pole and mast arms are structurally deficient. The Friendsville and SR83 signal replacement will upgrade the existing wire and hanging signal heads to the current pole and mast arm design and will facilitate the Friendsville Road improvement project scheduled for next year. Joel Montgomery, City Engineer, was unsure the exact amount of OPWC funds to be used for this project, but said it is part of the South Street cultural affairs grant for the revitalization of downtown.

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

6. First Reading - RESOLUTION NO. 2011-60 AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR THE PURCHASE OF AN AIR COMPRESSOR CASCADE SYSTEM FOR THE FIRE DIVISION (Steiner)

Mr. Steiner said earlier in the year council approved Resolution No. 2011-24, authorizing the city to apply for a FEMA safety grant which was subsequently awarded to the city. Resolution No. 2011-60 is the next step, to authorize bidding for the equipment to be purchased with the grant money. The air compressor cascade system will be used to fill self contained breather air tanks within the fire division. Mr. Steiner said both Resolutions No. 2011-60 and 2011-61 are for the same purpose, to authorize purchasing equipment with the funding received from the grant.

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

7. First Reading - RESOLUTION NO. 2011-61 AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR THE PURCHASE OF POWER COTS FOR THE FIRE DIVISION (Steiner)

Mr. Steiner said this is the second part of the process of purchasing equipment with FEMA grant funds. The power cots are battery operated EMS cots that will assist with lifting of patients.

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

#### **VIII. MISCELLANEOUS**

Mr. Buytendyk congratulated Wooster Police Officer Brian Waddell and his canine unit, Officer Quinto, for winning the Top Dog award in a recent police canine challenge. Mr. Buytendyk presented a pet store gift card for Officer Quinto. He wished all a happy and safe Fourth of July.

Mr. Ulbright echoed Mr. Buytendyk's kudos to Officers Waddell and Quinto. He also wished everyone a happy Fourth of July.

Mr. Ansel commended Fire Chief Eyler for providing council with a very thorough response to a citizen's concern regarding tornado warning sirens throughout the city. As the chief noted, the city has a good and adequate siren system but there are areas for improvement and plans are being pursued to upgrade the system, possibly through grant funding opportunities. The county fairgrounds and two zones in Wooster are the areas identified for upgrading. Mr. Ansel accentuated the warning sirens are specifically designed to alert people who are out of doors that severe weather is eminent and to seek immediate shelter. Although it may be possible to hear the sirens from indoors, the sirens are not intended to alert people who are in cars, homes or other buildings. Mr. Ansel urged everyone to watch the news, weather reports and be aware of bad weather conditions and take the required precautions.

Mayor Breneman said the July 5<sup>th</sup> Wooster City Council meeting could be well attended and he asked council if they had any interest in moving the meeting to the Community Center which could accommodate more people. After discussion, council decided to hold their July 5, 2011 council meeting at the Wooster Community Center, 241 S. Bever Street and asked that the change of location be well advertised.

#### **IX. ADJOURNMENT**

Mr. Ulbright moved, seconded by Mr. Cavin, to adjourn. Motion carried and meeting so adjourned at 8:30 p.m.

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David J. Silvestri  
Acting President of Council

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Cheryl K. Collins  
Clerk of Council