

**CITY COUNCIL AGENDA**

**September 3, 2019**

**7:30p.m.**

**The meeting convenes at City Hall, in Council Chambers, 1<sup>st</sup> 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**

Public Health & Leisure Committee

**VI. UNFINISHED BUSINESS - None**

**VII. NEW BUSINESS**

**1. First Reading – RESOLUTION NO. 2019-43**

A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR (Ansel)

**2. First Reading – RESOLUTION NO. 2019-44**

A RESOLUTION DECLARING IT NECESSARY TO IMPROVE THE STREETScape ALONG LIBERTY STREET FROM MARKET STREET EAST TO THE FIRST ALLEY, THE SOUTHWEST QUAD, THE SOUTHEAST QUAD, AND THE AREA ALONG LIBERTY STREET WEST OF MARKET STREET SOUTHSIDE TO THE FIRST ALLEY AND TO DETERMINE ASSESSMENTS FOR AFFECTED PROPERTY OWNERS, AND DECLARING AN EMERGENCY (Bostancic)

**3. First Reading – RESOLUTION NO. 2019-45**

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO AN EMERGENCY REPAIR CONTRACT FOR THE HENRY STREET LIFT STATION REHABILITATION PROJECT AND DECLARING AN EMERGENCY (Silvestri)

**4. First Reading – RESOLUTION NO. 2019-46**

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A CONTRACT TO PURCHASE A NEW CHASSIS AND EXERCISING SKID VALVE IN ACCORDANCE WITH THE CAPITAL PLAN FOR 2019 ( Silvestri)

**VIII. MISCELLANEOUS**

**IX. ADJOURNMENT**

RESOLUTION NO. 2019-043

A RESOLUTION ACCEPTING THE AMOUNTS AND  
RATES AS DETERMINED BY THE BUDGET  
COMMISSION AND AUTHORIZING THE NECESSARY  
TAX LEVIES AND CERTIFYING THEM TO THE COUNTY  
AUDITOR

The Council of the City of Wooster, Wayne County met in regular session on the 3rd of September, 2019, at the office of the Wooster City Council Chambers with the following members present:

JON ANSEL  
MARK CAVIN  
JENNIFER WARDEN  
SCOTT MYERS  
CRAIG SANDERS  
DAVID SILVESTRI  
BILL BOSTANCIC

WHEREAS, this Council, in accordance with the provisions of law, has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2020; and

WHEREAS, The Budget Commission of Wayne County, Ohio has certified its action thereon to this Council together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Council, and what part thereof is without, and what part within, the ten mill tax limitation; therefore be it

RESOLVED, By the Council of the City of Wooster, Wayne County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said City the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

**SCHEDULE A**

**SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION,  
AND COUNTY AUDITOR'S ESTIMATED TAX RATES**

FUND	Amount to Be Derived from Levies Outside 10 Mill Limitation	Amount Approved by Budget Commission Inside 10 Mill Limitation	County Auditor's Estimate of Tax Rate to Be Levied	
			Inside 10 Mill Limit	Outside 10 Mill Limit
	Column II	Column IV	V	VI
<b>GENERAL</b>		2,001,700	5.20	
<b>FIREMAN'S FUND</b>		168,900	0.30	
<b>POLICE PENSION</b>		168,900	0.30	
<b>TOTAL</b>		2,339,500	5.80	0.0

**SCHEDULE B**

**LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES**

FUND	Maximum Rate Authorized to Be Levied	County Auditor's Estimate of Yield of Levy Carry to Schedule A Column II
<b>GENERAL FUND</b>		
	0.0	

WOOSTER

and be it further

RESOLVED, That the Clerk of this Council is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

Motion to adopt resolution:

\_\_\_\_\_  
Moved

\_\_\_\_\_  
Seconded

Roll Call and Vote to Adopt the Resolution:

Councilperson	Yes	No
JON ANSEL	_____	_____
MARK CAVIN	_____	_____
JENNIFER WARDEN	_____	_____
SCOTT MYERS	_____	_____
CRAIG SANDERS	_____	_____
DAVID SILVESTRI	_____	_____
BILL BOSTANCIC	_____	_____

Passed: \_\_\_\_\_, 2019

Vote: \_\_\_\_\_

Attest: \_\_\_\_\_

Clerk of Council

\_\_\_\_\_  
President of Council

Approved: \_\_\_\_\_, 2019

\_\_\_\_\_  
Mayor

Introduced by: Jon Ansel

RESOLUTION NO. 2019-044

A RESOLUTION DECLARING IT NECESSARY TO IMPROVE THE STREETScape ALONG LIBERTY STREET FROM MARKET STREET EAST TO THE FIRST ALLEY, THE SOUTHWEST QUAD, THE SOUTHEAST QUAD, AND THE AREA ALONG LIBERTY STREET WEST OF MARKET STREET SOUTHSIDE TO THE FIRST ALLEY AND TO DETERMINE ASSESSMENTS FOR AFFECTED PROPERTY OWNERS, AND DECLARING AN EMERGENCY

WHEREAS, Council previously passed Resolution 2018-17 authorizing design Engineering services for these improvements on February 20, 2018.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WOOSTER, OHIO, three-fourths of all members elected or appointed thereto concurring, that:

SECTION 1. It is declared necessary to improve the Streetscape along Liberty Street from Market Street east to the first alley, the Southeast Quad, the Southwest Quad and the area along Liberty Street west of Market Street south side to the first alley and begin the process of determining assessments to affected property owners.

SECTION 2. The plans, specifications, profiles and estimate of cost of the improvement, which the City Engineer has prepared and filed in the office of the Clerk of Council, are hereby approved. The improvement shall be constructed in accordance with the plans, specifications and profiles for the improvement.

SECTION 3. This Council finds and determines that (i) the improvement is conducive to the public health, convenience and welfare of this city and its inhabitants, and (ii) the lots and lands to be assessed as described in Section 4 below are specially benefited by the improvement.

SECTION 4. This Council finds that the costs are budgeted for 2019 and anticipates additional costs to be budgeted for 2020.

SECTION 5. The cost of the improvement shall include the cost of preliminary and other surveys, plans, specifications, profiles and estimates and of printing, serving and publishing notices, resolutions and ordinances, the amount of damages resulting from the improvement and the interest thereon, the costs incurred in connection with the preparation, levy and collection of the special assessments, the cost of purchasing, appropriating, and otherwise acquiring therefore any required real estate or interests therein, expenses of legal services including obtaining legal opinions, cost of labor and material, and interest on securities issued in anticipation of the levy and collection of the special assessments, or, if securities in anticipation of the levy of the special assessments are not issued, interest at a rate not to exceed 6% per year on monies advanced by this City for the cost of the improvement in anticipation of the levy of the special assessments, together with all other necessary expenditures.



SECTION 6. The City Engineer is authorized and directed to prepare and file in the office of the Clerk of Council the estimated special assessments of the cost of the improvement described in this resolution. Those estimated special assessments shall be based upon the estimate of cost now on file in the office of the Clerk of Council and shall be prepared pursuant to the provisions of this resolution. When the estimated special assessments have been so filed, the Clerk of Council shall cause notice of the adoption of this resolution and the filing of the estimated assessments to be served in the manner provided by law on the owners of all lots and lands to be assessed.

SECTION 7. The special assessments to be levied shall be paid according to the following payment schedule: in **fifteen** annual installments, with interest on the unpaid principal amount of each special assessment at the same rate as shall be borne by any securities to be issued in anticipation of the collection of the total of the unpaid special assessments, or, if such securities are not issued, at the rate or rates of interest determined by Council when it passes the assessing ordinance levying those assessments; provided, that the owner of any property assessed may pay the special assessment in cash within 30 days after passage of the assessing ordinance.

SECTION 8. The City presently intends to issue securities in anticipation of the collection of the special assessments in annual installments and in an amount equal to the total of the unpaid special assessments. The remainder of that portion of the cost of the improvement, after application of the special assessments, shall be paid by the issuance of securities in the manner provided by law or from other funds available for that purpose.

SECTION 9. 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 10. This Resolution is hereby declared to be an emergency measure necessary to the immediate preservation of the public health, peace, safety and welfare of the City, or providing for the usual daily operation of a municipal department or division, and for the further reason that this resolution is required to be immediately effective in order to provide for the construction of the improvement, which is necessary to eliminate existing hazards to the traveling public and provide for adequate drainage and utility services to the residents of this City; wherefore, this Resolution shall be in full force and effect from and immediately upon its adoption and approval by the Mayor; provided it receives the affirmative vote of at least three-fourths of the members of Council.

1st reading \_\_\_\_\_ 2nd reading \_\_\_\_\_ 3rd reading \_\_\_\_\_

Passed: \_\_\_\_\_, 2019 Vote: \_\_\_\_\_

Attest: \_\_\_\_\_  
Clerk of Council President of Council

Approved: \_\_\_\_\_, 2019  
Mayor

Introduced by: Bill Bostansic

# 2

Res  
2019-044

### Request for Agenda Item

**Authorization for Bid**

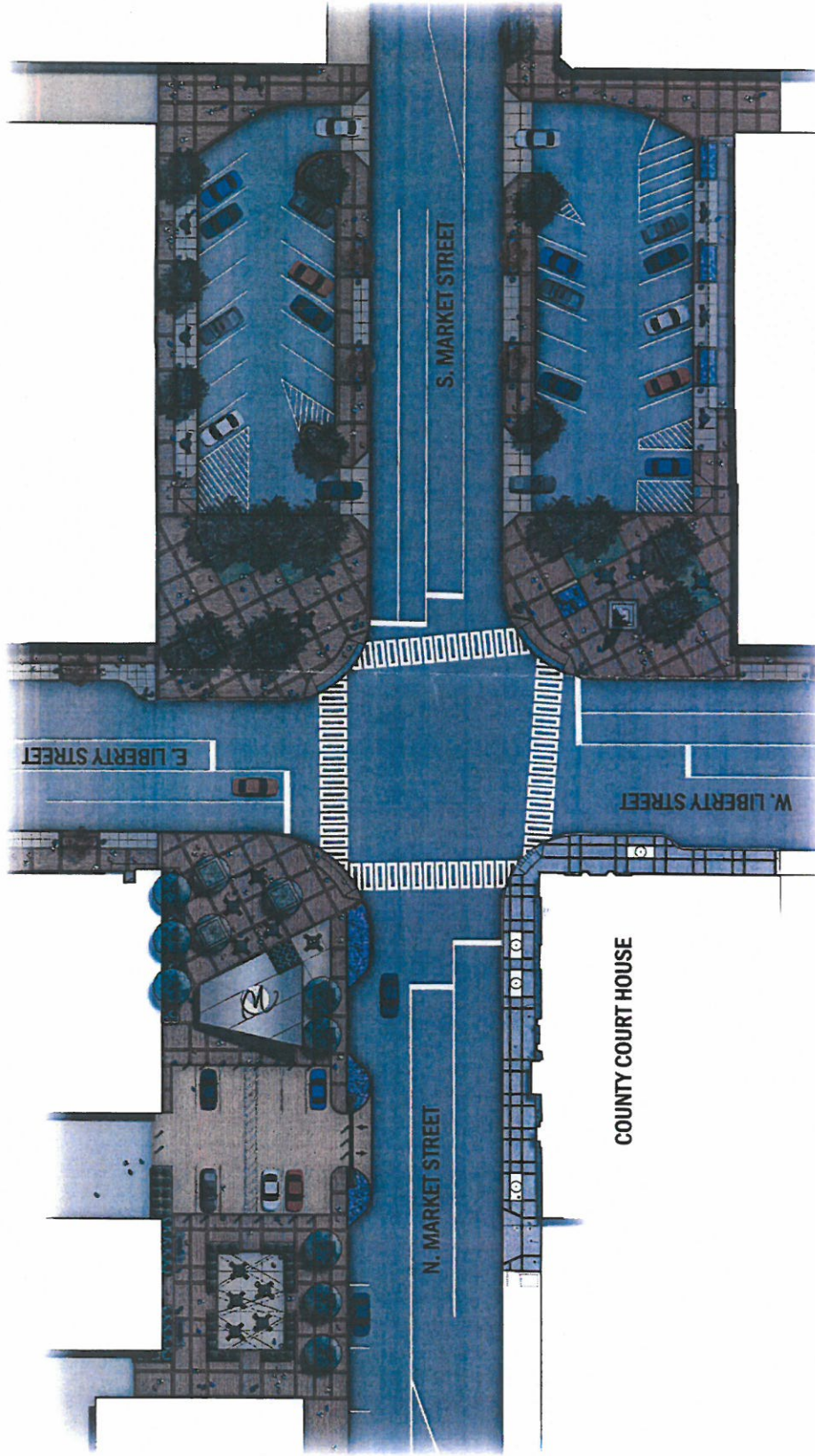
**Purchase Capital Item**

**Non-Capital**

<b>Division:</b> Engineering	<b>Meeting Date Requested</b> September 3, 2019
<b>Project Name</b> Downtown Streetscape Phase 2 Resolution of Necessity for Improvements	<b>Estimated Total Funds/Costs</b> \$1,800,000 (\$920,000 SE Quad and sidewalks east of Market)(\$762,339 SW Quad and sidewalk west of Market)(\$117,661 Assessments)
<b>Is Full Amount Budgeted?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If YES, three readings NOT REQUIRED	
<b>If No, How is the Purchase to be Funded?</b> Monies are budgeted this year for the SE Quad and sidewalks on Liberty Street. We will be asking for monies for the SW Quad to be budgeted for 2020. The SW Quad and sidewalk will be bid as an alternate with a request for carrying the contractor's price over to 2020. Only budgeted amounts will be awarded in 2019.	
<b>Description of Request</b> This is a request to declare the necessity of improving the Streetscape along Liberty Street from Market Street east to the first alley, the Southeast Quad, the Southwest Quad and the area along Liberty Street west of Market Street south side to the first alley and begin the process of determining assessments to affected property owners.	
<b>Justification / Benefits</b> The design of this project is nearing completion and we would like to bid this project out this year. Drawings, cost estimate and assessment roll are on file with the clerk of council. This project continues the multi-phase, downtown streetscape renewal plans initiated in the comprehensive plan; and detailed in the downtown strategic plan. This project also addresses ADA issues and obligations resulting from the 2014 Lawsuit.  Council previously passed Resolution 2018-17 authorizing design Engineering services for these improvements on February 20, 2018.	
<b>Will this Project affect the City's Operating Costs</b> This project should reduce the City's operating budget by reducing ongoing maintenance of the streetscape features.	
<b>What Alternatives Exist and what are the Implications of the Alternatives</b> We do nothing and continue maintenance on the existing streetscape features and not address the safety issues.	
<b>Is this a Sole Source Bid or Non-Bid Situation</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Explain The Circumstances:	
<b>Is there a need for Suspension of the Rules or a Time Frame when this must be passed?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Note Reasons The assessment process needs to begin as soon as possible to remain on schedule for construction in 2020.	
<b>NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.</b>	
<b>Manager Requesting:</b> Roger Kobilarcsik	<b>Date:</b> August 29, 2019
<b>Approved for Agenda</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	



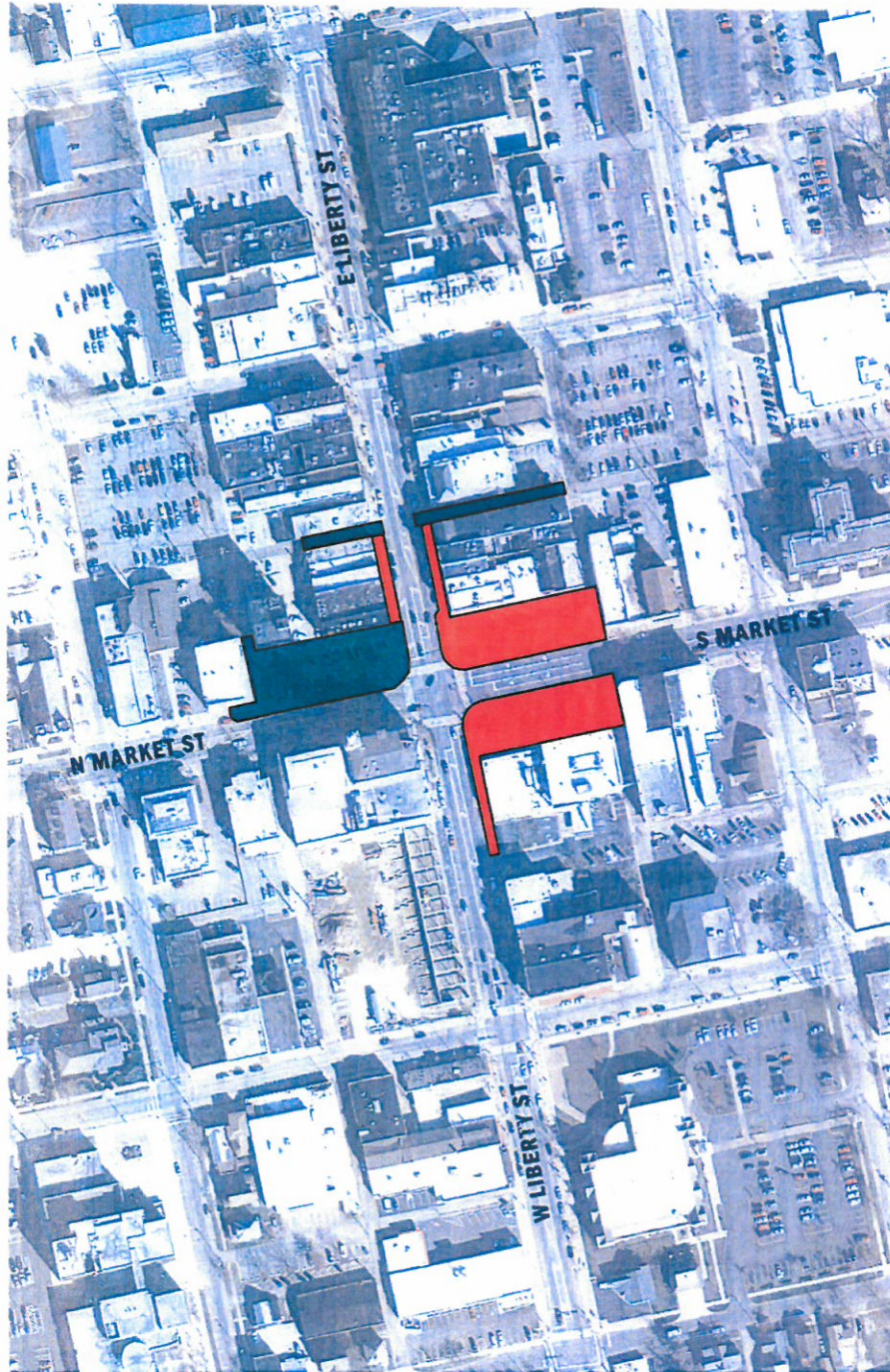
PROPOSED SITE PLAN: Overall



WOOSTER DOWNTOWN STREETScape PHASE 2  
FINAL DESIGN 8.21.19



CONTEXT PLAN



KEY



STREETSCAPE PHASE 1  
(CONSTRUCTED)



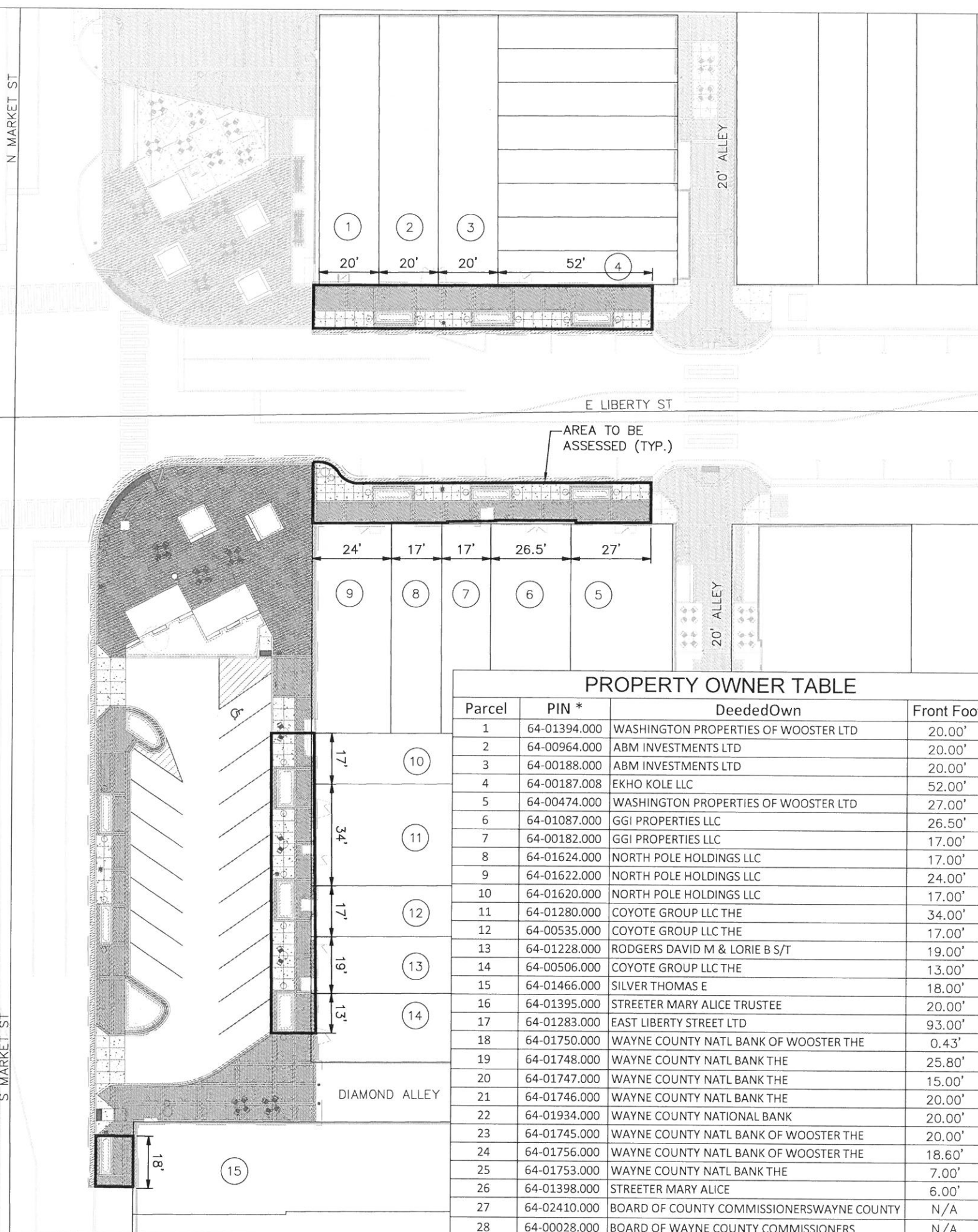
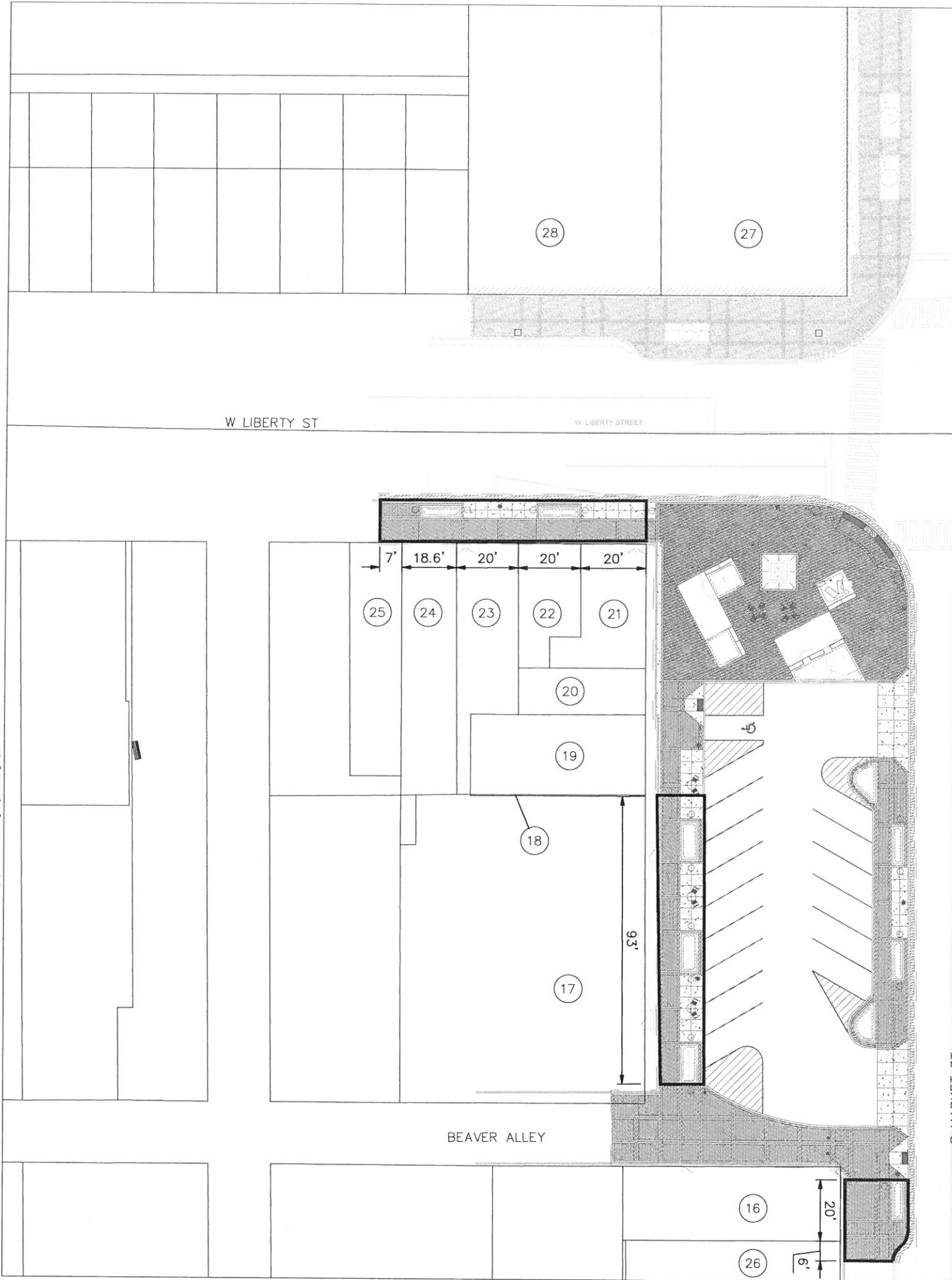
STREETSCAPE PHASE 2



WOOSTER DOWNTOWN STREETSCAPE PHASE 2  
FINAL DESIGN 8.21.19



M:\Engineering\PROJECTS\2018\Projects\Downtown\Sheetphase 2 #182005.dwg - Layout1 - Aug 28, 2019 - 10:08am



PROPERTY OWNER TABLE			
Parcel	PIN *	DeededOwn	Front Foot
1	64-01394.000	WASHINGTON PROPERTIES OF WOOSTER LTD	20.00'
2	64-00964.000	ABM INVESTMENTS LTD	20.00'
3	64-00188.000	ABM INVESTMENTS LTD	20.00'
4	64-00187.008	EKHO KOLE LLC	52.00'
5	64-00474.000	WASHINGTON PROPERTIES OF WOOSTER LTD	27.00'
6	64-01087.000	GGI PROPERTIES LLC	26.50'
7	64-00182.000	GGI PROPERTIES LLC	17.00'
8	64-01624.000	NORTH POLE HOLDINGS LLC	17.00'
9	64-01622.000	NORTH POLE HOLDINGS LLC	24.00'
10	64-01620.000	NORTH POLE HOLDINGS LLC	17.00'
11	64-01280.000	COYOTE GROUP LLC THE	34.00'
12	64-00535.000	COYOTE GROUP LLC THE	17.00'
13	64-01228.000	RODGERS DAVID M & LORIE B S/T	19.00'
14	64-00506.000	COYOTE GROUP LLC THE	13.00'
15	64-01466.000	SILVER THOMAS E	18.00'
16	64-01395.000	STREETER MARY ALICE TRUSTEE	20.00'
17	64-01283.000	EAST LIBERTY STREET LTD	93.00'
18	64-01750.000	WAYNE COUNTY NATL BANK OF WOOSTER THE	0.43'
19	64-01748.000	WAYNE COUNTY NATL BANK THE	25.80'
20	64-01747.000	WAYNE COUNTY NATL BANK THE	15.00'
21	64-01746.000	WAYNE COUNTY NATL BANK THE	20.00'
22	64-01934.000	WAYNE COUNTY NATIONAL BANK	20.00'
23	64-01745.000	WAYNE COUNTY NATL BANK OF WOOSTER THE	20.00'
24	64-01756.000	WAYNE COUNTY NATL BANK OF WOOSTER THE	18.60'
25	64-01753.000	WAYNE COUNTY NATL BANK THE	7.00'
26	64-01398.000	STREETER MARY ALICE	6.00'
27	64-02410.000	BOARD OF COUNTY COMMISSIONERSWAYNE COUNTY	N/A
28	64-00028.000	BOARD OF WAYNE COUNTY COMMISSIONERS	N/A

**Downtown Streetscape phase 2**  
**SOUTH QUADS**  
**PROPERTY MAP**

DRWN BY	CHKD BY	APPROV BY
AMG	JAR	RVK
DATE	DATE	SCALE
08/19	08/19	N/A

CITY OF WOOSTER  
DIVISION OF ENGINEERING  
308 N. MARKET ST.  
WOOSTER, OH 44691  
PH: (330) 262-3321  
FAX: (330) 262-3322  
CITY ENGINEER: ROGER K. GONMACHEK  
mailto:rgonmachek@woosterohio.com

REVISED  
1 8/28/2019  
2  
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5  
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9  
10  
SHEET  
1 of 1

Downtown Streetscape Assessment Roll													
No.	Parcel	Owner	Service Address	City State Zip	Mailing Address	Front Foot	Cost per Front Foot	Preliminary Assessments	Final Assessments	Signed for	Objection Received	Annual Amount	Total if Placed on Tax Duplicate
		SIDEWALKS											
1	64-01394.000	Washington Properties of Wooster LTD	114 E. Liberty Street	Wooster, Ohio 44691		20	\$209.42	\$4,188.40					
2	64-00964.000	ABM Investments LTD	116 E. Liberty Street	Wooster, Ohio 44691		20	\$209.42	\$4,188.40					
3	64-00188.000	ABM Investments LTD	116 E. Liberty Street	Wooster, Ohio 44691		20	\$209.42	\$4,188.40					
4	64-00187.008	EKHO Kole LLC	124 E. Liberty Street	Wooster, Ohio 44691		52	\$209.42	\$10,889.84					
5	64-00474.000	Washington Properties of Wooster LTD	127 E. Liberty Street	Wooster, Ohio 44691		27	\$209.42	\$5,654.34					
6	64-01087.000	GGI Properties LLC	123 E. Liberty Street	Wooster, Ohio 44691		27	\$209.42	\$5,654.34					
7	64-00182.000	GGI Properties LLC	119 E. Liberty Street	Wooster, Ohio 44691		17	\$209.42	\$3,560.14					
8	64-01624.000	North Pole Holdings LLC	105 E. Liberty Street	Wooster, Ohio 44691		17	\$209.42	\$3,560.14					
9	64-01622.000	North Pole Holdings LLC	105 E. Liberty Street	Wooster, Ohio 44691		24	\$209.42	\$5,026.08					
21	64-01746.000	Wayne County Natl Bank The	112 W. Liberty Street	Wooster, Ohio 44691		20	\$209.42	\$4,188.40					
22	64-01934.000	Wayne County Natl Bank The	112 W. Liberty Street	Wooster, Ohio 44691		20	\$209.42	\$4,188.40					
23	64-01745.000	Wayne County Natl Bank of Wooster The	112 W. Liberty Street	Wooster, Ohio 44691		20	\$209.42	\$4,188.40					
24	64-01756.000	Wayne County Natl Bank of Wooster The	112 W. Liberty Street	Wooster, Ohio 44691		18.6	\$209.42	\$3,895.21					
25	64-01753.000	Wayne County Natl Bank The	112 W. Liberty Street	Wooster, Ohio 44691		7	\$209.42	\$1,465.94					
15	64-01466.000	Sliver Thomas E	138 S. Market Street	Wooster, Ohio 44691		18	\$209.42	\$3,769.56					
16	64-01395.000	Streeter Mary Alice Trustee	133 S. Market Street	Wooster, Ohio 44691		20	\$209.42	\$4,188.40					
26	64-01398.000	Streeter Mary Alice Trustee	133 S. Market Street	Wooster, Ohio 44691		6	\$209.42	\$1,256.52					
		SE/SW QUADS											
9	64-01622.000	North Pole Holdings LLC	105 E. Liberty Street	Wooster, Ohio 44691		0	\$225.96	\$0.00					
10	64-01620.000	North Pole Holdings LLC	102 S. Market Street	Wooster, Ohio 44691		17	\$225.96	\$3,841.32					
11	64-01280.000	Coyote Group LLC The	116/120 S. Market Street	Wooster, Ohio 44691		34	\$225.96	\$7,682.64					
12	64-00535.000	Coyote Group LLC The	122/124 S. Market Street	Wooster, Ohio 44691		17	\$225.96	\$3,841.32					
13	64-01228.000	Rodgers David M & Lorie B S/T	126 S. Market Street	Wooster, Ohio 44691		19	\$225.96	\$4,293.24					
14	64-00506.000	Coyote Group LLC The	128 S. Market Street	Wooster, Ohio 44691		13	\$225.96	\$2,937.48					
17	64-01283.000	East Liberty Street LTD	115 S. Market Street	Wooster, Ohio 44691		93	\$225.96	\$21,014.28					
18	64-01750.000	Wayne County Natl Bank of Wooster The	112 W. Liberty Street	Wooster, Ohio 44691		0	\$225.96	\$0.00					
19	64-01748.000	Wayne County Natl Bank The	112 W. Liberty Street	Wooster, Ohio 44691		0	\$225.96	\$0.00					
20	64-01747.000	Wayne County Natl Bank The	112 W. Liberty Street	Wooster, Ohio 44691		0	\$225.96	\$0.00					
								<b>\$117,661.19</b>					



RESOLUTION NO. 2019-045

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO AN EMERGENCY REPAIR CONTRACT FOR THE HENRY STREET LIFT STATION REHABILITATION PROJECT AND DECLARING AN EMERGENCY

WHEREAS, this City Council adopted an annual budget for 2019, and such budget included the repair of the Henry Street lift station.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WOOSTER, OHIO:

SECTION 1. The Director of Administration is authorized to enter into an emergency contract with Bogner Construction for the repair of the Henry Street lift station.

SECTION 2. This Council finds that the condition of the Henry Street lift station is a real and present emergency arising in connection with the operation and maintenance of various City departments, divisions and agencies pursuant to Section 160.03(d) of the Wooster Codified Ordinances and that formal bidding and advertising are not required.

SECTION 3. The cost of such purchase(s) will not exceed the amount(s) budgeted.

SECTION 4. 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 the law.

SECTION 5. This Resolution is hereby declared to be an emergency measure necessary to the immediate preservation of the public health, peace, safety and welfare of the City, or providing for the usual daily operation of a municipal department or division, and for the further reason that prompt action is necessary to begin this project as soon as possible; wherefore, this Resolution shall be in full force and effect from and immediately after its passage and approval by the Mayor; provided it receives the affirmative vote of at least three-fourths of the members of Council; otherwise it shall take effect and be in force from and after the earliest period allowed by law.

Introduced: \_\_\_\_\_ Passed: \_\_\_\_\_ Vote: \_\_\_\_\_

Attest: \_\_\_\_\_  
Clerk of Council                                  President of Council

Approved: \_\_\_\_\_, 2019                                  \_\_\_\_\_  
Mayor

Introduced by: David Silvestri

### Request for Agenda Item

Authorization for Bid

Purchase Capital Item

Non-Capital

Division Utilities / Sewer System	Meeting Date Requested 9/3/2019
Project Name	Estimated Total Funds/Costs \$100,000
Is Full Amount Budgeted? <input type="checkbox"/> Yes No If YES, three readings NOT REQUIRED	
If No, How is the Purchase to be Funded?	
<b>Description of Request</b> To authorize the Director of Administration to enter into an emergency repair contract with Bogner Construction for the Henry Street Lift Station Rehabilitation Project. Emergency project to include removal of all mechanical station components and installation of new equipment to current standards. Project not to exceed \$100,000.  New station pipe, pumps, pump maintenance rails, new pump controls, upgrade of electrical service to three phase, proper check valves and quick connects (electric and pump) for emergency operation.	
<b>Justification / Benefits</b> The station mechanicals have reached the end of useful life. The station was last upgraded in 1969 and can not be repaired in the current state. A single pump can not be removed for service with out removing all pipe and pump components. The path of repair requires a full update and rehabilitation. Equipment needs replaced ASAP to eliminate potential for service interruptions. Known contractor with solid experience and reputation.	
<b>Will this Project affect the City's Operating Costs</b> No	
<b>What Alternatives Exist and what are the Implications of the Alternatives</b> No alternatives	
<b>Is this a Sole Source Bid or Non-Bid Situation</b> <input checked="" type="checkbox"/> Yes No <b>If Yes, Explain The Circumstances:</b> Emergency repair. Time and material contract with Bogner.	
<b>Is there a need for Suspension of the Rules or a Time Frame when this must be passed?</b> <input checked="" type="checkbox"/> Yes No <b>If Yes, Note Reasons</b> Authorization as soon as possible to secure parts and schedule prior to full station failure.	
<b>NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.</b>	
<b>Manager Requesting: Nathan W. Coey</b>	<b>Date: 8-27-19</b>

Approved for Agenda  Yes  No

RESOLUTION NO. 2019-046

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A CONTRACT TO PURCHASE A NEW CHASSIS AND EXERCISING SKID VALVE IN ACCORDANCE WITH THE CAPITAL PLAN FOR 2019

WHEREAS, this City Council adopted an annual budget and capital plan for 2019, and such capital plan includes the purchase of a new chassis and exercising skid valve.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WOOSTER, OHIO:

SECTION 1. That in accordance with the capital plan, the Director of Administration is authorized to purchase a chassis and exercising skid valve to preventatively and practically exercise and operate water main line valves, with payment to originate from the Capital Improvements Fund, Water Fund.

With respect to such purchase(s), the Director of Administration will enter into a purchase contract with a sole source provider for the valve skid, and the chassis through a state-sponsored cooperative purchasing program.

SECTION 2. The cost of such purchase(s) will not exceed the amount(s) budgeted.

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 the law.

SECTION 4. This Resolution shall take effect and be in force from and after the earliest period allowed by law.

Introduced: \_\_\_\_\_ Passed: \_\_\_\_\_ Vote: \_\_\_\_\_

Attest: \_\_\_\_\_  
Clerk of Council    President of Council

Approved: \_\_\_\_\_, 2019  
Mayor

Introduced by: David Silvestri

#4

RPS 2019-046

### Request for Agenda Item

Authorization for Bid

Purchase Capital Item

Non-Capital

<b>Division</b> Utilities / Distribution and Collection	<b>Meeting Date Requested</b> 9/3/2019
<b>Project Name</b>	<b>Estimated Total Funds/Costs</b> \$120,000
<b>Is Full Amount Budgeted?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If YES, three readings NOT REQUIRED	
<b>If No, How is the Purchase to be Funded?</b>	
<b>Description of Request</b> To authorize the Director of Administration to enter into a contract for the purchase of a new chassis and valve exercising skid in an amount not to exceed \$120,000 under the 2019 budget.  The current unit is nearing the end of useful life and was planned for replacement under the 2019 capital budget. This unit is used to preventively and practicality exercise and operate water main line valves. The unit includes mechanical operation of valves to limit excessive torque issues in operation. The unit includes a vacuum system for valve box clean out for direct access in critical situations.  Under the OEPA's asset management program a valve exercising plan is a requirement under the 2018 rules. Wooster has been engaged in this work for over 10 years and indicative to the commitment to excellence.	
<b>Justification / Benefits</b> The current valve exercising chassis was purchased used and is a 2005 with 87,705 miles and 763 hours. The valve exercising skid was purchased in 2008 and has been used to exercise valves with an estimate of nearly 5,000 valves with an average of 496 yearly. The chassis and exercising unit is nearing the end of useful life. Replacement ensures the ongoing system service reliability and ability to maintain commitments in system maintenance.	
<b>Will this Project affect the City's Operating Costs</b> No	
<b>What Alternatives Exist and what are the Implications of the Alternatives</b> No alternatives	
<b>Is this a Sole Source Bid or Non-Bid Situation</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Explain The Circumstances: Valve skid is sole purchase, chassis will be state term bid purchase.	
<b>Is there a need for Suspension of the Rules or a Time Frame when this must be passed?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Note Reasons	
<b>NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.</b>	
<b>Manager Requesting:</b> Nathan W. Coey	<b>Date:</b> 8-27-19

**Approved for Agenda**  Yes  No