

**CITY COUNCIL AGENDA**

**March 7, 2022**

**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**

**VI. UNFINISHED BUSINESS**

1. Second Reading – ORDINANCE NO. 2022-03  
AN ORDINANCE TO APPROVE AND ADOPT CURRENT REPLACEMENT PAGES TO THE  
CODIFIED ORDINANCES AND ALLOWING FOR IMMEDIATE ENACTMENT (Reynolds)

**VII. NEW BUSINESS**

1. First Reading – RESOLUTION NO. 2022-11  
A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE  
ACCORDING TO LAW AND ENTER INTO A CONTRACT(S) WITH THE LOWEST AND BEST  
BIDDER(S) FOR FURNISHING BITUMINOUS MATERIAL (Knapic)
2. First Reading – RESOLUTION NO. 2022-12  
A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE  
ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST  
BIDDER FOR MOWING SERVICES FOR CITY-OWNED PROPERTY (Knapic)
3. First Reading – ORDINANCE NO. 2022-04  
AN ORDINANCE AMENDING THE ANNUAL APPROPRIATION ORDINANCE AND ALLOWING  
FOR IMMEDIATE ENACTMENT (Sanders)

**VIII. MISCELLANEOUS**

**IX. ADJOURNMENT**

ORDINANCE NO. 2022-03

AN ORDINANCE TO APPROVE AND ADOPT  
CURRENT REPLACEMENT PAGES TO THE  
CODIFIED ORDINANCES AND ALLOWING FOR  
IMMEDIATE ENACTMENT

WHEREAS, various ordinances of a general and permanent nature have been passed which should be included in the Codified Ordinances, and

WHEREAS, certain traffic and misdemeanor provisions should be revised to comply with current State law; and

WHEREAS, the codification of such ordinances, together with the new matter to be adopted, the matters to be amended and those to be repealed are before the Council;

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Wooster, Ohio:

SECTION 1. The ordinances of the City of Wooster, Ohio, of a general and permanent nature, as revised, recodified, rearranged and consolidated into component codes, titles, chapters and sections within the 2021 Replacement Pages to the Codified Ordinances are hereby approved and adopted.

SECTION 2. The following sections are hereby amended, enacted or repealed as respectively indicated in order to comply with current State law:

Administrative Code

101.03 Rules of Construction. (Amended)

Traffic Code

301.183	Low-Speed Micromobility Device. (Added)
301.22	Pedestrian. (Amended)
301.51	Vehicle. (Amended)
303.082	Private Tow-Away Zones. (Amended)
331.211	Report of Vehicle Failing to Yield Right of Way to Public Safety Vehicle.(Amended)
331.37	Driving Upon Sidewalks, Street Lawns or Curbs. (Amended)
333.03	Maximum Speed Limits. (Amended)
335.02	Permitting Operation Without Valid License; One License Permitted. (Amended)
335.021	Ohio Driver's License Required for In State Residents. (Amended)
335.04	Certain Acts Prohibited. (Amended)
335.09	Display of License Plates or Validation Stickers; Temporary License Placard. (Amended)

Traffic Code (Cont.)

- 371.13      Operation of Personal Delivery Device on Sidewalks and Crosswalks. (Added)
- 371.14      Low-Speed Micromobility Devices. (Added)
- 373.20      Motorized Bicycle Operation. (Amended)
- 373.22      Electric Bicycles. (Amended)

General Offenses Code

- 501.99      Penalties for Misdemeanors. (Amended)
- 505.071      Cruelty to Companion Animals. (Amended)
- 521.08      Littering and Deposit of Garbage, Rubbish, Junk, Etc. (Amended)
- 553.04      Railroad Vandalism. (Amended)

SECTION 3. The complete text of the sections of the Codified Ordinances listed above are set forth in full in the current replacement pages to the Codified Ordinances which are hereby attached to this Ordinance as Exhibit A. As provided in Section 2.19 of the Charter, notice of the proposed revision of the Codified Ordinances shall be published one time in a newspaper of general circulation in the City at least seven days prior to its final approval and no other publication thereof shall be required.

SECTION 4. This Council finds and declares that all formal actions concerning and relating to the adoption of this Ordinance occurred in an open meeting of this Council or its committees, in compliance with law.

SECTION 5. This Ordinance is hereby declared to be an emergency measure necessary to the immediate preservation of the public health, peace, safety and welfare of the City, and for the further reason that prompt implementation is necessary to ensure compatibility between state and local code provisions; wherefore, this Ordinance 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.

1st reading 2-22-22 2nd reading \_\_\_\_\_ 3rd reading \_\_\_\_\_

Passed: \_\_\_\_\_, 2022

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

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

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

Approved: \_\_\_\_\_, 2022

\_\_\_\_\_  
Mayor

Introduced by: Robert Reynolds

RESOLUTION NO. 2022-11

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT(S) WITH THE LOWEST AND BEST BIDDER(S) FOR FURNISHING BITUMINOUS MATERIAL

WHEREAS, the Public Properties Maintenance Division, in planning for construction, maintenance and repair needs for municipal infrastructure in the year ahead, has determined that it will need to purchase certain materials, and the cost thereof is included in the budget for 2022.

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

SECTION 1. That in accordance with the estimated needs of the Public Properties Maintenance Division, the Director of Administration is hereby authorized to advertise according to law and enter into a contract(s) with the lowest and best bidder(s) for the purchase of bituminous material, the specifications for which are now on file in the office of the said Director; provided that if the item is available through either the Ohio Department of Administrative Services Cooperative Purchasing Program or the Ohio Department of Transportation Purchasing Program, s/he may make such purchase therefrom without competitive bidding if s/he determines that the price and availability is more advantageous to the City.

SECTION 2. The cost of such contract will not exceed the amount budgeted for this purpose.

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: \_\_\_\_\_, 2022  
Mayor

Introduced by: Barb Knapic

#1  
2022-11

### Request for Agenda Item

Authorization for Bid

Purchase Capital Item

Non-Capital

<b>Division</b> PPM	<b>Meeting Date Requested</b> 3/7/2022
<b>Project Name</b> Bituminus Asphalt Products Bid	<b>Estimated Total Funds/Costs</b> \$210,000.00
<b>Is Full Amount Budgeted?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <b>If YES, three readings NOT REQUIRED</b>	
<b>If No, How is the Purchase to be Funded?</b>	
<b>Description of Request</b> Approval to go to bid for pricing on the purchase of bituminous asphalt products unless pricing is available through either the Ohio Department of Administrative Services Cooperative Purchasing Program or the Ohio Department of Transportation Purchasing Program.	
<b>Justification / Benefits</b> Materials are needed to make necessary infrastructure improvements and repairs to various roadways and other City owned properties in 2022.  The PPM Division purchased approximately \$245,000.00 (4000 ton) in Bituminus Asphalt products in 2021 and anticipates spending approximately \$210,000.00 (3000 ton) in 2022.	
<b>Will this Project affect the City's Operating Costs</b> Fully budgeted from 100.31.602 (Street Construction and Repair) & 100.32.301 (Public Properties and Parks)	
<b>What Alternatives Exist and what are the Implications of the Alternatives</b> By not purchasing these materials (bituminous asphalt products), the condition of the City's infrastructure will worsen causing the City to spend additional monies to make the repairs moving forward.	
<b>Is this a Sole Source Bid or Non-Bid Situation</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <b>If Yes, Explain The Circumstances:</b>	
<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 <b>If Yes, Note Reasons</b>	
<b>NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.</b>	
<b>Manager Requesting:</b> Curt Denning	<b>Date:</b> 3/3/2022

**Approved for Agenda**  Yes  No

RESOLUTION NO. 2022-12

A RESOLUTION AUTHORIZING THE DIRECTOR  
OF ADMINISTRATION TO ADVERTISE  
ACCORDING TO LAW AND ENTER INTO A  
CONTRACT WITH THE LOWEST AND BEST  
BIDDER FOR MOWING SERVICES FOR CITY-  
OWNED PROPERTY

WHEREAS, it is necessary to provide for the mowing of city parks and other city-owned property, and such expense has been budgeted for 2022.

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

SECTION 1. The Director of Administration is hereby authorized to advertise according to law and enter into a contract with the lowest and best bidder for mowing services for city-owned property, in accordance with specifications on file in the Office of the Director of Administration.

SECTION 2. The cost of such contract will not exceed the amount 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: \_\_\_\_\_, 2022  
Mayor

Introduced by: Barb Knapic

#2  
2022-12

**Request for Agenda Item**

**Authorization for Bid**

**Purchase Capital Item**

**Non-Capital**

<b>Division</b> PPM	<b>Meeting Date Requested</b> 3/7/2022
<b>Project Name</b> City Property Mowing	<b>Estimated Total Funds/Costs</b> \$100,000
<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> Authorization to advertise for bid for City Property Mowing for 2022. The majority of all city owned property mowing are covered under this contract: public properties & parks, storm water basins, highway right-of-ways and water utilities. The contract will be bid in four segments. Bidders can choose as many segments as they'd like to. The contracted amount to perform the mowing and trimming was nearly \$90,000 in 2021.	
<b>Justification / Benefits</b> By contracting with a professional mowing services business as a cost savings measure that will benefit the City. This contract will also allow our PPM and Utilities employees to address other essential duties in their assigned discipline for the City.	
<b>Will this Project affect the City's Operating Costs</b> <small>Fully budgeted from mostly Cost Centers 100.32.301 (Public Properties &amp; Parks); 507.31.502 (Storm Water); 102.31.602 (Highway); 501.42.504 (Water Production); 502.42.514 (Water Pollution Control)</small>	
<b>What Alternatives Exist and what are the Implications of the Alternatives</b> This would require mowing all of the public properties and parks storm water basins, highway right-of-ways and water utilities with PPM and Utility employees. Approximately 240 man hours per week would be needed to perform all of the City Wide Mowing on the contract.	
<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 Contracts should be awarded by the first of April.	
<b>NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.</b>	
<b>Manager Requesting:</b> Curt Denning	<b>Date:</b> 3/2/2022

**Approved for Agenda**  Yes  No

