

CITY COUNCIL AGENDA

April 18, 2022

7:30p.m.

The meeting convenes at City Hall, in Council Chambers, 1st 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**
- VII. NEW BUSINESS**
 - 1. First Reading – RESOLUTION NO. 2022-16
A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A PROFESSIONAL SERVICES CONTRACT WITH MCCUNE WELDING SERVICE FOR REPAIRS TO THE POOL AT CHRISTMAS RUN PARK AND ALLOWING FOR IMMEDIATE ENACTMENT (Myers)
 - 2. First Reading – RESOLUTION 2022-17
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 AN EXTENSION OF THE SANITARY SEWER FOR THE OAK HILL DEVELOPMENT PROJECT AND DECLARING AND ALLOWING FOR IMMEDIATE ENACTMENT (Silvestri)
 - 3. First Reading – RESOLUTION 2022-18
A RESOLUTION DECLARING THE NECESSITY OF CONSTRUCTING SIDEWALKS AND CURB RAMPS ON PORTIONS OF OAKLEY ROAD, SAUNDERS DRIVE AND ALLOWING FOR IMMEDIATE ENACTMENT (Warden)
- VIII. EXECUTIVE SESSION per ORC 121.22(G)(1)**
- IX. MISCELLANEOUS**
- X. ADJOURNMENT**

RESOLUTION NO. 2022-16

A RESOLUTION AUTHORIZING THE DIRECTOR OF
ADMINISTRATION TO ENTER INTO A PROFESSIONAL
SERVICES CONTRACT WITH MCCUNE WELDING SERVICE
FOR REPAIRS TO THE POOL AT CHRISTMAS RUN PARK
AND ALLOWING FOR IMMEDIATE ENACTMENT

WHEREAS, it is immediately necessary to procure the services of McCune Welding Service for emergency repairs to the pool at Christmas Run Park; and

WHEREAS, McCune Welding possesses the expertise to provide such welding services; and

WHEREAS, an emergency exists pursuant to WCO 160.03(d).

WHEREAS, this expenditure is budgeted.

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

SECTION 1. The Director of Administration is hereby authorized to enter into a contract with McCune Welding Service for welding services.

SECTION 2. 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 3. This Council finds that competitive bidding is not necessary as a real and present emergency arising in connection with the operation and maintenance of Christmas Run pool exists pursuant to WCO 160.03(d).

SECTION 4. The costs of this project will not exceed the amount budgeted.

SECTION 5. This Resolution is hereby declared to be 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. 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: _____, 2022 Vote: _____

Attest: _____
Clerk of Council President of Council

Approved: _____, 2022
Mayor

Introduced by: Scott Myers

2022-16

Request for Agenda Item

Authorization for Bid

Purchase Capital Item

Non-Capital

Division Recreation	Meeting Date Requested April 18, 2022
Project Name McCune Welding Service	Estimated Total Funds/Costs \$60,000.00
Is Full Amount Budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If YES, three readings NOT REQUIRED	
If No, How is the Purchase to be Funded?	
Description of Request - A Resolution authorizing the Director of Administration to contract for welding services with McCune Welding. The services will be for pool repairs Funding has already been encumbered for these specialized welding services.	
Justification / Benefits - McCune Welding is familiar with the project and is the one welder who has the ability to make the repairs in the most timely and efficient manner	
Will this Project affect the City's Operating Costs - No	
What Alternatives Exist and what are the Implications of the Alternatives The use of McCune Welding could be suspended, while service contracts are bid, delaying and possibly preventing the opening of the Christmas Run pool for the 2022 season.	
Is this a Sole Source Bid or Non-Bid Situation <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Explain The Circumstances: McCune Welding is a proven contractor. He knows the City's facilities and responds to request for service in a timely, effective and cost-effective manner. There is no time to contact other contractors.	
Is there a need for Suspension of the Rules or a Time Frame when this must be passed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Note Reasons Immediate approval would eliminate any delay in operations and services.	
NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.	
Manager Requesting: Ashley Hershberger	Date: 4/6/22

Approved for Agenda Yes No

RESOLUTION NO. 2022-17

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 AN EXTENSION OF THE SANITARY SEWER FOR THE OAK HILL DEVELOPMENT PROJECT AND DECLARING AND ALLOWING FOR IMMEDIATE ENACTMENT

WHEREAS, the City desires to encourage development.

WHEREAS, expanding sewer service in the City of Wooster encourages further development.

WHEREAS, the placement and construction of approximately 2,600 linear feet of 8" PVC sanitary sewer line, 3,700 linear feet of 6" ductile iron force main, 14 manholes, and 2 lift stations, for the proposed development along Oak Hill Road near the intersection with Oldman Road is necessary for further residential development.

WHEREAS, this project will be funded from the yet-to-be-created tax increment financing fund.

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

SECTION 1. The Director of Administration is authorized to advertise according to law and enter into a contract with the lowest and best bidder for the above-referenced project, which includes the construction of approximately 2,600 linear feet of 8" PVC sanitary sewer line, 3,700 linear feet of 6" ductile iron force main, 14 manholes, and 2 lift stations, for the proposed development along Oak Hill Road near the intersection with Oldman Road

SECTION 2. The cost of the contract will be funded from the tax increment financing fund.

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 is hereby declared to be 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; 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 the 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: _____, 2022
Mayor

Introduced by: David Silvestri

#2
2022-17

Request for Agenda Item

Authorization for Bid

Purchase Capital Item

Non-Capital

Division: Engineering	Meeting Date Requested April 18, 2022
Project Name Oak Hill Road Sanitary Sewer Extension Project	Estimated Total Funds/Costs \$1,550,000, TIF Funds
Is Full Amount Budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If YES, three readings NOT REQUIRED	
If No, How is the Purchase to be Funded? Project will be funded with funds from the proposed TIF	
Description of Request This is a request to authorize the advertisement for bids and to enter into a contract with the lowest and best bidder for the placement of sanitary sewer extension to the proposed development along Oak Hill Road near the intersection with Oldman Road. This project involves the replacement of approximately 2,600 linear feet of 8" PVC sanitary sewer line, 3,700 linear feet of 6" ductile iron force main, 14 manholes and 2 lift stations.	
Justification / Benefits The project will service the new 91 home development.	
Will this Project affect the City's Operating Costs This project should have no effect on the operation and maintenance costs.	
What Alternatives Exist and what are the Implications of the Alternatives N/A	
Is this a Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Explain The Circumstances:	
Is there a need for Suspension of the Rules or a Time Frame when this must be passed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Note Reasons Suspension of the rules is not necessary but earlier passage would allow the opportunity to bid this project as early as possible in order to obtain the best possible bids.	
NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.	
Manager Requesting: Roger Kobilarcsik	Date: April 11 2022
Approved for Agenda <input type="checkbox"/> Yes <input type="checkbox"/> No	

RESOLUTION NO. 2022-18

A RESOLUTION DECLARING THE NECESSITY OF CONSTRUCTING
SIDEWALKS AND CURB RAMPS ON PORTIONS OF OAKLEY ROAD,
SAUNDERS DRIVE AND ALLOWING FOR IMMEDIATE ENACTMENT

WHEREAS, there currently are no sidewalks or curb ramps in this vicinity to convey pedestrian traffic and connect to other existing sidewalks in the area; and

WHEREAS, this City Council believes that sidewalks are essential to the safety of pedestrians traveling therein.

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

SECTION 1. That it is hereby determined to be necessary to construct certain sidewalks, curbs and gutters in the City of Wooster, Ohio at 529-600 Oakley Road and 1734-1740 Saunders Drive.

SECTION 2. The owners of each lot and parcel of land bounding and abutting on the proposed improvements shall construct those portions of the improvements that abut his/her property, within 30 days after service of notice of the passage of this Resolution.

SECTION 3. In the event any such abutting property owner does not complete the construction of that portion of such improvements that abut his/her property in accordance with the plans and specifications and within the time prescribed, this Council will cause it to be done and the cost thereof assessed on the property of such abutting property owner.

SECTION 4. The Clerk of Council is hereby directed to serve notice of the passage of this Resolution on the owners of the lots and lands abutting on the improvements as provided by law.

SECTION 5. 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 6. This Resolution is hereby declared to be necessary to the immediate preservation of the public health, peace, safety and welfare of the City, and for the further reason that prompt action is necessary to alleviate the hazard to pedestrian and vehicular traffic, and in order to complete construction of said improvements within the current construction season; 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 the Council; otherwise it shall take effect and be in force from and after the earliest period allowed by law.

1st reading _____ 2nd reading _____ 3rd reading _____

Passed: _____, 2022 Vote: _____

Attest: _____
 Clerk of Council President of Council

Approved: _____, 2022 _____
 Mayor

Introduced by: Jennifer Warden

#3
2022-18

Request for Agenda Item

Authorization for Bid

Purchase Capital Item

Non-Capital

Division: Engineering	Meeting Date Requested April 18, 2022
Project Name Oakley Road Sidewalk Resolution of Necessity	Estimated Total Funds/Costs \$35,000; (\$26,250 Property Owners), (\$8,750 Capital Fund)
Is Full Amount Budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If YES, three readings NOT REQUIRED	
If No, How is the Purchase to be Funded?	
Description of Request This is a request to declare the necessity of constructing sidewalks along Oakley Road from 529-600 Oakley Road and 1734-1740 Saunders Drive. There currently are no sidewalks in this area to convey pedestrian traffic and connect to other existing sidewalks in the area. The plans are for the property owners to complete their section of sidewalk or the City will complete and assess the property owners.	
Justification / Benefits Completing this section of sidewalk will connect to the existing sections and reduce crossing Oakley Road.	
Will this Project affect the City's Operating Costs This project will have no effect on the City's operating budget.	
What Alternatives Exist and what are the Implications of the Alternatives We can do nothing and not construct the sidewalks.	
Is this a Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Explain The Circumstances:	
Is there a need for Suspension of the Rules or a Time Frame when this must be passed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Note Reasons Earlier passage would allow Engineering to proceed with the project and get it constructed this year.	
NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.	
Manager Requesting: Roger Kobilarcsik	Date: April 13, 2022
Approved for Agenda <input type="checkbox"/> Yes <input type="checkbox"/> No	



SAUNDERS DR

MORGAN ST

CHRISTMAS RUN BLVD

OAKLEY RD