



**WOOSTER CITY COUNCIL MINUTES**

**10/3//2022**

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

President Mike Buytendyk called the regular meeting of Wooster City Council to order at 7:30 p.m. Clerk Lynne DePaulo called roll with the following members present; Craig Sanders, Barb Knapic, Bob Reynolds, Mark Cavin, Scott Myers, Jon Ansel and Jennifer Warden. City Administration present: Mayor Bob Breneman, Finance Director Andrei Dordea, Director of Administration Joel Montgomery and Law Director John Scavelli.

**II. APPROVAL OF MINUTES**

Councilman Sanders moved to approve the minutes of the September 19, 2022 regular meeting, seconded by Councilman Myers. Upon voice vote, the minutes were approved.

**III. COMMUNICATIONS FROM MAYOR/ADMINISTRATION**

Mayor Breneman announced that Woosterfest was a terrific success this past weekend and thanked Wooster Chamber of Commerce and all their partners for their hard work in making it such a great event.

Mayor Breneman attended a dedication for David Broehl at the Wayne County Historical Society.

Mayor Breneman thanked the Nobel Foundation for building the Alice Nobel Ice Arena which just celebrated its 20<sup>th</sup> anniversary.

**IV. PETITIONS/COMMUNICATIONS FROM PUBLIC**

**V. COMMITTEE REPORTS; PUBLIC HEARINGS**

**VI. UNFINISHED BUSINESS**

1. Second Reading – Ordinance No. 2022-25  
CREATING THE OAK HILL TAX INCREMENT FINANCING INCENTIVE DISTRICTS; DECLARING IMPROVEMENTS TO THE PARCELS WITHIN EACH INCENTIVE DISTRICT TO BE A PUBLIC PURPOSE AND EXEMPT FROM REAL PROPERTY TAXATION; REQUIRING THE OWNERS OF THOSE PARCELS TO MAKE SERVICE PAYMENTS IN LIEU OF TAXES; ESTABLISHING A MUNICIPAL PUBLIC IMPROVEMENT TAX INCREMENT EQUIVALENT FUND FOR THE DEPOSIT OF THOSE SERVICE PAYMENTS; SPECIFYING THE PUBLIC INFRASTRUCTURE IMPROVEMENTS THAT BENEFIT OR SERVE PARCELS IN THE INCENTIVE DISTRICT; AND PROVIDING FOR COMPENSATION PAYMENTS (Reynolds)

Councilman Reynolds said this legislation actually creates five districts within the TIF to be used for funding mechanisms on infrastructure improvements. The legislation has had its second reading.

2. Second Reading – Resolution No. 2022-39  
A RESOLUTION APPROPRIATING ADDITIONAL CAPITAL FUNDS FOR THE FIRE STATION ONE RENOVATION AND ALLOWING FOR IMMEDIATE ENACTMENT (Cavin)

Councilman Cavin said this legislation will be tabled and the funding will be discussed during upcoming budget/finance meetings.

Councilman Cavin motioned to table the legislation, seconded by Councilwoman Knapic. Upon roll call the motion passed 7-0. (Knapic-yes; Myers – yes; Reynolds – yes; Sanders – yes, Warden – yes, Cavin-yes; Ansel - yes)

## **VII. NEW BUSINESS**

### **1) First Reading – RESOLUTION NO. 2022-45**

**A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO MODIFY A CONTRACT WITH MULL AND WEITHMAN ARCHITECTS TO ADD ADDITIONAL SERVICES AND ALLOWING FOR IMMEDIATE ENACTMENT (Cavin)**

Councilman Cavin asked Administration for an explanation for the changes to the services performed by Mull and Weithman. Mr. Montgomery said the original legislation only allowed for design services. Mull and Weithman have been tasked several times with revisiting the proposed renovations for Fire Station #1 to try to keep construction costs down. Construction costs have raised considerably since this project began which has raised the cost of the project and the design fees are a percentage of the project cost so those have risen also. The scope of the original contract is being expanded with Mull and Weithman to include procurement and construction management. This legislation is to add those services and to cover the increased costs. It is budgeted because the actual bidding and construction management will now occur in 2023 rather than 2022. The increased construction costs will be budgeted in 2023.

Councilwoman Knapic questioned how Mull and Weithman billed, can the costs go up? Mr. Montgomery said that Mull and Weithman are through the design phase so there shouldn't be any further increases. Councilman Sanders asked if there was a cap. Mr. Montgomery said no. Councilwoman Knapic said if Mull and Weithman need any additional fees they will need to come before council personally to ask. Mr. Montgomery agreed and said they had already been told that.

Councilman Myers wondered if we could look at other design firms. Mr. Montgomery said at this point the city could not legally do that based on procurement law. If the design firm breached the contract, then we could look elsewhere. Mr. Montgomery said they specialize in both renovation and fire stations. Chief Saley said they could reduce the scope of the project to keep within the original budget, but that would not give the longterm benefits needed to improve Fire Station 1. Chief Saley said if they reduced the scope, he would need to come back to council in four years and say he needs a 4<sup>th</sup> fire station. Using this design, the improvements should satisfy the needs of the community for 15-20 years.

Councilwoman Warden pointed out a few typos on the contract document with Mull and Weithman regarding the time schedule.

Councilman Cavin moved to adopt, seconded by Councilwoman Knapic. Upon roll call, motion to adopt passed 7-0 (Knapic-yes; Myers – yes; Reynolds – yes; Sanders – yes, Warden – yes, Cavin-yes; Ansel- yes)

### **2) First Reading – ORDINANCE NO. 2022-23**

**AN ORDINANCE AMENDING CHAPTER 924.17, CHARGES FOR CONNECTIONS TO CITY SANITARY SEWERAGE SYSTEM, OF THE CODIFIED ORDINANCES OF THE CITY OF WOOSTER, OHIO TO ELIMINATE INSTALLMENT PAYMENT PLANS (Ansel)**

Councilman Ansel stated this is a long overdue revision. It was instituted forty years ago when Madisonburg was annexed into the city due to sanitary issues. Residents were offered 25-year financing to tie into the city sanitary lines. In 2003, there were still 233 loans on the books. Currently there are 10 loans totaling just \$11,253. The City of Wooster is not a lending institution and the Finance Division spends a significant amount of time managing the loans. The loans now on the books will run their course. The City will not issue any further loans if this legislation passes.

Councilman Ansel moved to suspend the rules, seconded by Councilman Myers. Upon roll call, motion to suspend passed 7-0 (Knapic-yes; Myers – yes; Reynolds – yes; Sanders – yes, Warden – yes, Cavin-yes; Ansel- yes)

Councilman Ansel moved to adopt, seconded by Councilwoman Warden. Upon roll call, motion to adopt passed 7-0 (Knapic-yes; Myers – yes; Reynolds – yes; Sanders – yes, Warden – yes, Cavin-yes; Ansel- yes)

3) First Reading – RESOLUTION NO. 2022-40

A RESOLUTION AUTHORIZING THE EXPENDITURE OF FUNDS FOR SLUDGE REMOVAL AND HAULING AND ALLOWING FOR IMMEDIATE ENACTMENT (Ansel)

Councilman Ansel stated this service contract is going to exceed the \$50,000 threshold. This is a challenging contract due to so few sludge haulers available to do the work. Agri Sludge has proved itself to be a reliable hauler and provides excellent service.

Councilwomen Warden and Knapic questioned why the cost had gone up. Mr. Montgomery said there has been excess sludge this year. The volume has come from outside sources along with an increase in city solids. Mobile presses needed to be brought in to handle the excess solids. Agri Sludge is already on site operating the mobile presses and hauling the excess sludge. It is a budgeted item.

Councilman Ansel moved to adopt, seconded by Councilman Sanders. Upon roll call, motion to adopt passed 7-0 (Knapic-yes; Myers – yes; Reynolds – yes; Sanders – yes, Warden – yes, Cavin-yes; Ansel - yes)

4) First Reading – RESOLUTION NO. 2022-41

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE FOR BIDS AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR THE REPLACEMENT OF THE WATERLINE AND STORM SEWERS ON ROBINHOOD DRIVE, FRIAR TUCK CIRCLE, AND LITTLE JOHN LANE, AND ALLOWING FOR IMMEDIATE ENACTMENT (Ansel)

Councilman Ansel said this is a budgeted item for a long overdue project. The waterlines and storm sewer were installed in the 1950's and have been failing. Councilman Sanders questioned the availability of ductile iron and whether another option was available. Mr. Kobilarcsik, City Engineer, said that ductile iron met city standards and the city Utility Division has replacement parts in inventory for any necessary repairs on ductile iron. Plastic pipe costs were investigated and the cost was the same and/or more than the ductile iron. The wait time on delivery of ductile iron is approximately 84 weeks. If the project even gets started in 2023, we will be lucky.

Councilman Ansel moved to adopt, seconded by Councilwoman Knapic. Upon roll call, motion to adopt passed 7-0 (Knapic-yes; Myers – yes; Reynolds – yes; Sanders – yes, Warden – yes, Cavin-yes; Ansel- yes)

5) First Reading – RESOLUTION NO. 2022-42

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A CONTRACT WITH WEST ERIE REALTY SOLUTIONS LTD. FOR PROFESSIONAL DESIGN SERVICES RELATED TO THE WOOSTER LOOP 3 MULTI-USE PATH AND ALLOWING FOR IMMEDIATE ENACTMENT (Warden)

Councilwoman Warden said that West Erie Realty will provide the right-of-way services and negotiations necessary to continue with the Wooster Loop 3 multi-use path connecting Melrose to Friendsville Road along Milltown Road. It is a budgeted item.

Councilwoman Warden moved to adopt, seconded by Councilman Myers. Upon roll call, motion to adopt passed 7-0 (Knapic-yes; Myers – yes; Reynolds – yes; Sanders – yes, Warden – yes, Cavin-yes; Ansel-yes)

6) First Reading – RESOLUTION NO. 2022-43

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER

FOR PAVEMENT REPAIRS ON CERTAIN CITY STREETS AND ALLOWING FOR IMMEDIATE ENACTMENT (Warden)

Councilwoman Warden said this project is slated to be done in 2023 and will be included in the 2023 budget. The project is partially funded by ODOT. Mr. Kobilarcsik wants to bid this project out soon to lock in prices for next year.

Councilwoman Warden moved to suspend the rules, seconded by Councilman Ansel. Upon roll call, motion to suspend passed 7-0 (Knapic-yes; Myers – yes; Reynolds – yes; Sanders – yes, Warden – yes, Cavin-yes; Ansel- yes)

Councilwoman Warden moved to adopt, seconded by Councilman Myers. Upon roll call, motion to adopt passed 7-0 (Knapic-yes; Myers – yes; Reynolds – yes; Sanders – yes, Warden – yes, Cavin-yes; Ansel - yes)

7) First Reading – RESOLUTION NO. 2022-44

A RESOLUTION PETITIONING THE BOARD OF COUNTY COMMISSIONERS OF WAYNE COUNTY, OHIO, FOR A CHANGE OF TOWNSHIP LINES TO CONFORM WITH THE CORPORATION LIMITS OF THE CITY OF WOOSTER AND ALLOWING FOR IMMEDIATE ENACTMENT (Reynolds)

Councilman Reynolds said they will leave this on first reading. It is a procedural matter to conform boundaries for property annexed in. The annexation involved is not yet recorded.

8) First Reading – AMENDED RESOLUTION NO. 2022-33

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A COOPERATIVE AGREEMENT WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR ANNUAL BRIDGE INSPECTIONS WITHIN THE CITY OF WOOSTER, AND ALLOWING FOR IMMEDIATE ENACTMENT (Warden)

Councilwoman Warden said this is the same legislation passed at the last meeting, just changing Section 6 to read as a position rather than naming an individual.

Councilwoman Warden moved to adopt, seconded by Councilman Ansel. Upon roll call, motion to adopt passed 7-0 (Knapic-yes; Myers – yes; Reynolds – yes; Sanders – yes, Warden – yes, Cavin-yes; Ansel-yes)

**IX. MISCELLANEOUS**

Councilwoman Knapic asked if the Administration could publish something about roundabout etiquette. She has had several comments from residents on the topic. Mr. Montgomery said they will work on a public service announcement.

Councilwoman Warden echoed Mayor Breneman’s comments regarding Woosterfest. She has received good feedback on the event.

**X. ADJOURNMENT**

Councilman Ansel motioned to adjourn, seconded by Councilman Myers. Upon voice vote, the motion passed. The meeting adjourned at 8:35 p.m.

---

Michael G. Buytendyk  
President of Council

---

Lynne DePaulo  
Clerk of Council