

**WOOSTER CITY COUNCIL MINUTES**  
**12/5/2022**

**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, Mark Cavin, Scott Myers, Jon Ansel, Bob Reynolds, Jennifer Warden and Barb Knapic. 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 November 21, 2022 regular meeting, seconded by Councilman Ansel. Upon voice vote, the minutes were approved.

**III. COMMUNICATIONS FROM MAYOR/ADMINISTRATION**

Mayor Breneman requested approval of his recommendations for members of the Wooster Hospital Board of Governors and Community Reinvestment Area Housing Commission.

Wooster Hospital Board of Governors: Jerry Packard and David Reynolds are reappointments; Kyle Adams is a new appointee.

Community Reinvestment Area Housing Commission:

Mayor Appointee: Robert Reynolds  
Council Appointee: Mike Buytendyk, Craig Sanders  
Resident Appointee: Jennifer Warden, Mark Cavin

**IV. PETITIONS/COMMUNICATIONS FROM PUBLIC**

President Buytendyk requested a motion to appoint the recommendations to the Wooster Hospital Board of Governors. Councilman Reynolds motioned to approve the recommendations by unanimous acclamation, seconded by Councilman Ansel. Upon voice vote, the motion passed.

President Buytendyk requested a motion to appoint the recommendations to the Community Reinvestment Area Housing Commission. Mr. Reynolds motioned to approve the recommendations by unanimous acclamation, seconded by Ms. Knapic. Upon voice vote, the motion passed.

Mike McClintock and Samira Zimmerly, representing the Wooster Chamber of Commerce, both spoke on Ordinance 2022-33, appropriations budget.

**V. COMMITTEE REPORTS; PUBLIC HEARINGS**

Councilman Sanders reviewed the Finance Committee meeting. He said Mr. Dordea and Mr. Montgomery discussed the larger capital projects and overall budget for 2023. It is a significant amount of money; the city is solid financially.

Councilman Reynolds opened the public hearing for Ordinance No. 2022-34, proposed zoning changes. Councilman Reynolds began by saying the first reading of the Ordinance had been held at the 11/21/22 council meeting. He asked if anyone would like to speak. Ms. Zimmerly, Wooster Chamber, spoke in favor of the legislation. Mr. Scavelli urged council to pass the legislation tonight. No one spoke against. Councilman Reynolds closed the public hearing.

**VI. UNFINISHED BUSINESS**

1. Second Reading – ORDINANCE NO. 2022-33  
AN ORDINANCE APPROPRIATING FROM VARIOUS FUNDS TO INDIVIDUAL ACCOUNTS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES FOR THE CITY OF WOOSTER FOR THE

FISCAL YEAR ENDING DECEMBER 31, 2023, AND ALLOWING FOR IMMEDIATE ENACTMENT  
(Sanders)

Councilman Sanders stated the Finance Committee had met before city council. He would like to leave this on second reading. Councilman Ansel gave a summary of the project debt summary and the funding of the capital projects. He said that timing and planning are everything when it comes to capital expenditures and things are lining up quite well financially for the planned improvements.

2. Second Reading – ORDINANCE NO. 2022-34  
AN ORDINANCE TO APPROVE AND ADOPT THE RECOMMENDATIONS OF THE PLANNING  
COMMISSION AND AMEND THE CODIFIED ORDINANCES IN ACCORDANCE WITH THOSE  
RECOMMENDATIONS (Reynolds)

Councilman Reynolds said the public hearing had been held for this legislation. The passage of this Ordinance does not affect the legislation that council passed on November 21, 2022 which has been sent to Planning Commission for their recommendations.

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

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

**VII. NEW BUSINESS**

1. First Reading – RESOLUTION NO. 2022-56  
A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO  
AN AGREEMENT WITH THE WAYNE COUNTY COMMISSIONERS FOR THE  
PROSECUTION OF MUNICIPAL ORDINANCES BY THE WAYNE COUNTY PROSECUTOR  
AND PAYMENT FOR SUCH SERVICES, AND ALLOWING FOR IMMEDIATE ENACTMENT  
(Sanders)

Councilman Sanders said this is an annual service agreement that has been ongoing since 1976. There is a 7% increase. The cost of this service continues to be less than if the city did it internally. Mr. Lutz, Wayne County Prosecutor, said that he requested a one-year contract for 2023 due to economic factors. The 7% increase was used because the Wayne County Commissioners had approved pay increases of 7% for 2023. Councilman Reynolds asked if there were changes coming to the Prosecutors office. Mr. Lutz responded that he is retiring effective 12/30/22. Congratulations were given.

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

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

2. First Reading – RESOLUTION NO. 2022-57  
A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A  
CONTRACT WITH THE WOOSTER YMCA FOR PROFESSIONAL ADMINISTRATIVE SERVICES  
RELATED TO THE MANAGEMENT AND OPERATION OF THE CITY OF WOOSTER'S  
SWIMMING FACILITIES (Myers)

Councilman Myers said this is the annual request for the YMCA to operate the city's pools. It has been a successful program and provides savings to the city. Ms. Hershberger stated this partnership with the YMCA began in 2014 and commended the YMCA for their work in keeping the pools open and fully staffed. Ms. Hershberger said the pool usage numbers for 2022 were almost back to the 2019 levels.

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

Councilman Myers moved to adopt, seconded by Councilwoman Warden. Upon roll call, motion to adopt passed 6-1 (Myers – yes, Sanders – yes, Warden – yes, Ansel- yes, Reynolds-yes, Cavin-no, Knapic - yes)

3. First Reading – RESOLUTION NO. 2022-58

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A PROFESSIONAL OR TECHNICAL SERVICES CONTRACT WITH THE WOOSTER SOCCER ASSOCIATION FOR SOCCER-RELATED ACTIVITIES SERVICES (Myers)

Councilman Myers said this is for the soccer program and is an annual request.

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

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

4. First Reading – RESOLUTION NO. 2022-59

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO CONTRACT WITH COMMUNITY ACTION OF WAYNE/MEDINA COUNTIES FOR THE PROVISION OF TRANSPORTATION SERVICES FOR QUALIFIED PARTICIPANTS (Myers)

Councilman Myers said this is another successful program run by the CAW/M. The program is important in getting residents to doctor appointments, work/jobs and errands. Councilwoman Warden expressed concern about the safety and condition of some of the vehicles used to transport residents. Chief Fisher explained how the police department completes vehicle inspections and they must meet the requirements. If there is an issue, they should contact CAW/M with the complaint and CAW/M will request the Police Department to follow-up and investigate.

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

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

5. First Reading – ORDINANCE NO. 2022-35

AN ORDINANCE AMENDING ORDINANCE NO. 2014-15: AUTHORIZING THE MAYOR TO INCLUDE TENANT AS A PARTY TO THE COMMUNITY REINVESTMENT AREA AGREEMENT, FOR IMMEDIATE ENACTMENT. (Sanders)

Councilman Sanders said this is a request to amend the CRA at 236 S. Market Street, adding a new tenant to the agreement. Mr. Millea said that doing this amendment and the following ones protects all party's interests.

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

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

6. First Reading – ORDINANCE NO. 2022-36  
AN ORDINANCE AMENDING ORDINANCE NO. 2006-26 AUTHORIZING THE MAYOR TO TRANSFER THE ENTERPRISE ZONE AGREEMENT FROM CHESTERLAND PRODUCTIONS PLL TO STARBAKER 1535 LLC AND TO INCLUDE COMPAK LLC AS A PARTY TO THE AGREEMENT FOR IMMEDIATE ENACTMENT (Sanders)

Councilman Sanders said this will amend the agreement for 1825 Enterprise Parkway by updating the parties.

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

Councilman Sanders moved to adopt, seconded by Councilwoman Knapic. Upon roll call, motion to adopt passed 6-1 (Myers – yes, Sanders – yes, Warden – yes, Ansel- yes, Reynolds-yes, Cavin-no, Knapic - yes)

7. First Reading – ORDINANCE NO. 2022-37  
AN ORDINANCE AMENDING ORDINANCE NO. 2006-42 BY AUTHORIZING THE MAYOR TO TRANSFER THE ENTERPRISE ZONE AGREEMENT FROM COMPAK INC. TO STARBAKER 1535 LLC AND TO INCLUDE COMPAK LLC AS A PARTY TO THE AGREEMENT FOR IMMEDIATE ENACTMENT (Sanders)

Councilman Sanders said this is for the property at 1535 Enterprise Parkway.

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

Councilman Sanders moved to adopt, seconded by Councilman Myers. Upon roll call, motion to adopt passed 6-1 (Myers – yes, Sanders – yes, Warden – yes, Ansel- yes, Reynolds-yes, Cavin-no, Knapic - yes)

8. First Reading – ORDINANCE NO. 2022-38  
AN ORDINANCE AMENDING ORDINANCE NO. 2018-07 BY AUTHORIZING THE MAYOR TO INCLUDE COMPAK LLC AND KITTYPOOCLUB LLC AS A PARTY TO THE AGREEMENT FOR IMMEDIATE ENACTMENT (Sanders)

Councilman Sanders said this is for the property at 1909 B Old Mansfield Road.

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

Councilman Sanders moved to adopt, seconded by Councilwoman Knapic. Upon roll call, motion to adopt passed 6-1 (Myers – yes, Sanders – yes, Warden – yes, Ansel- yes, Reynolds-yes, Cavin-no, Knapic - yes)

9. First Reading – Resolution No. 2022-60  
A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR PRESS POLYMER FOR WASTE TREATMENT AND ALLOWING FOR IMMEDIATE ENACTMENT (Ansel)

Councilman Ansel stated that this polymer is necessary for the processing of solids at the waste treatment plant.

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

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

10. First Reading – Resolution No. 2022-61

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 THE PURCHASE OF CERTAIN MATERIALS FOR THE WATER TREATMENT PLANT AND ALLOWING FOR IMMEDIATE ENACTMENT (Ansel)

Councilman Ansel stated these chemicals are necessary to process clean water.

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

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

11. First Reading – ORDINANCE NO. 2022-39

AN ORDINANCE AMENDING CHAPTER 162, MANAGEMENT BENEFITS, OF THE CODIFIED ORDINANCES OF THE CITY OF WOOSTER, OHIO AND ALLOWING FOR IMMEDIATE ENACTMENT (Reynolds)

Councilman Reynolds said this will remove a limitation in order to consider private and public service of potential candidates. He requested this remain on first reading.

**VIII. MISCELLANEOUS**

Linda Smith, 3108 Bayberry Cove, spoke on the severe weather shelter.

Councilman Myers thanked Ashley Hershberger for doing an outstanding job running the Recreation Department.

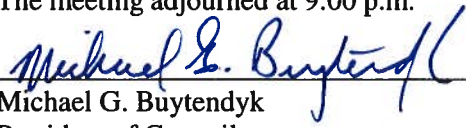
Councilwoman Knapic thanked the Salvation Army and its partners for opening and running the severe weather shelter and taking care of our citizens.

Councilwoman Warden is looking forward to hearing from the Administration on the proposed changes to the Economic Development funding.

Councilman Sanders thanked the Administration for their presentations on the budget. Council has a good start on understanding, but still have more questions. He asked for a Finance Committee meeting to be held on December 19<sup>th</sup> at 6:30 p.m.

**IX. ADJOURNMENT**

Councilman Ansel motioned to adjourn, seconded by Councilwoman Knapic. Upon voice vote, the motion passed. The meeting adjourned at 9:00 p.m.

  
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Michael G. Buytendyk  
President of Council

  
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Lynne DePaulo  
Clerk of Council

