

  
**WOOSTER CITY COUNCIL MINUTES**

**1/17/2023**

**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, Scott Myers, Jon Ansel, Bob Reynolds, Jennifer Warden and Barb Knapic. Mark Cavin was absent. 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 Ansel moved to approve the minutes of the December 19, 2022 regular meeting, seconded by Councilwoman Knapic. Upon voice vote, the minutes were approved.

**III. COMMUNICATIONS FROM MAYOR/ADMINISTRATION**

Mayor Breneman went over the evenings proposed legislation. He asked council's permission to present his State of the City address on Tuesday, February 21, 2023 at 6:30 p.m.

**IV. PETITIONS/COMMUNICATIONS FROM PUBLIC - NONE**

**V. COMMITTEE REPORTS; PUBLIC HEARINGS - NONE**

**VI. UNFINISHED BUSINESS - NONE**

**VII. NEW BUSINESS**

1. First Reading – RESOLUTION NO. 2023-01

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 A SANITARY SEWER LINE ON FRIENDSVILLE ROAD TO CLEVELAND ROAD AND ALLOWING FOR IMMEDIATE ENACTMENT (Ansel)

Councilman Ansel said this is to eliminate the lift station by providing a sanitary sewer line. The project is included in the 2023 budget.

Councilman Ansel moved to adopt, seconded by Councilman Sanders. Upon roll call, motion to adopt passed 6-0 (Myers – yes, Sanders – yes, Warden – yes, Ansel- yes, Reynolds-yes, Knapic – yes, Cavin – absent)

2. First Reading – RESOLUTION NO. 2023-02

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 A SANITARY SEWER FROM THE LIFT STATION IN THE SPRING RUN DEVELOPMENT TO THE LIFT STATION AT THE RESERVE AT DEER CREEK AND ALLOWING FOR IMMEDIATE ENACTMENT (Ansel)

Councilman Ansel said this would eliminate the lift station by construction of a sanitary sewer line in anticipation of the proposed housing developments coming to the area. It is a budgeted item.

Councilman Ansel moved to adopt, seconded by Councilman Myers. Upon roll call, motion to adopt passed 6-0 (Myers – yes, Sanders – yes, Warden – yes, Ansel- yes, Reynolds-yes, Knapic – yes, Cavin - absent)

3. First Reading – RESOLUTION NO. 2023-03

**A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR ASPHALT PAVEMENT REPAIRS ON VARIOUS STREETS AND ALLOWING FOR IMMEDIATE ENACTMENT (Warden)**

Councilwoman Warden said this is legislation for asphaltting parts of E. South Street, E. Henry Street and Winter Street. It is a budgeted item.

Councilwoman Warden moved to adopt, seconded by Councilman Sanders. Upon roll call, motion to adopt passed 6-0 (Myers – yes, Sanders – yes, Warden – yes, Ansel- yes, Reynolds-yes, Knapic – yes, Cavin – absent)

**4. First Reading – RESOLUTION NO. 2023-04**

**A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR CONCRETE PAVEMENT REPAIRS ON VARIOUS STREETS AND ALLOWING FOR IMMEDIATE ENACTMENT (Warden)**

Councilwoman Warden said this will provide concrete repairs on Arthur Drive, Reta Circle, Ruth Circle and Wayne Avenue. It is a budgeted item.

Councilwoman Warden moved to adopt, seconded by Councilman Ansel. Upon roll call, motion to adopt passed 6-0 (Myers – yes, Sanders – yes, Warden – yes, Ansel- yes, Reynolds-yes, Knapic – yes, Cavin – absent)

**5. First Reading – RESOLUTION NO. 2023-05**

**A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A COOPERATIVE AGREEMENT WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR THE RESURFACING OF VARIOUS STREETS AND PROVIDING FOR IMMEDIATE ENACTMENT (Warden)**

Councilwoman Warden said this is a request to enter an agreement with ODOT for work scheduled in 2024. ODOT will provide 60% of the funding.

Councilwoman Warden motioned to suspend the rules, seconded by Councilwoman Knapic. Upon roll call, motion to suspend the rules passed 6-0 (Myers – yes, Sanders – yes, Warden – yes, Ansel- yes, Reynolds-yes, Knapic – yes, Cavin – absent)

Councilwoman Warden moved to adopt, seconded by Councilwoman Knapic. Upon roll call, motion to adopt passed 6-0 (Myers – yes, Sanders – yes, Warden – yes, Ansel- yes, Reynolds-yes, Knapic – yes, Cavin – absent)

**6. First Reading – RESOLUTION NO. 2023-06**

**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 IMPROVEMENTS TO THE MELROSE DRIVE SANITARY LIFT STATION, AND ALLOWING FOR IMMEDIATE ENACTMENT (Ansel)**

Councilman Ansel said this is a request to improve the Melrose Lift Station in anticipation of expansion along the Melrose corridor. It is a budgeted item.

Councilman Ansel moved to adopt, seconded by Councilman Myers. Upon roll call, motion to adopt passed 6-0 (Myers – yes, Sanders – yes, Warden – yes, Ansel- yes, Reynolds-yes, Knapic – yes, Cavin - absent)

7. **First Reading – RESOLUTION NO. 2023-07**  
**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 A ROUNDABOUT AT THE INTERSECTION OF OAK HILL AND OLDMAN ROADS AND ALLOWING FOR IMMEDIATE ENACTMENT (Warden)**

Councilwoman Warden said this legislation is allowing for the construction of a roundabout at the intersection of Oak Hill and Oldman Roads to improve traffic flow. Construction will begin this year and be completed this summer. It is a budgeted item.

Councilwoman Warden moved to adopt, seconded by Councilman Sanders. Upon roll call, motion to adopt passed 6-0 (Myers – yes, Sanders – yes, Warden – yes, Ansel- yes, Reynolds-yes, Knapic – yes, Cavin – absent)

8. **First Reading – ORDINANCE 2023-01**  
**AN ORDINANCE AMENDING CHAPTER 105 OF THE CODIFIED ORDINANCES OF THE CITY OF WOOSTER, OHIO, ENTITLED "WARDS AND BOUNDARIES" (Reynolds)**

Councilman Reynolds said this modifies the wards and boundaries to include the newly annexed property.

Councilman Reynolds motioned to suspend the rules, seconded by Councilwoman Knapic. Upon roll call, motion to suspend the rules passed 6-0 (Myers – yes, Sanders – yes, Warden – yes, Ansel- yes, Reynolds-yes, Knapic – yes, Cavin – absent)

Councilman Reynolds moved to adopt, seconded by Councilman Ansel. Upon roll call, motion to adopt passed 6-0 (Myers – yes, Sanders – yes, Warden – yes, Ansel- yes, Reynolds-yes, Knapic – yes, Cavin – absent)

9. **First Reading – Resolution No. 2023-08**  
**A RESOLUTION AUTHORIZING THE DIRECTOR OF FINANCE TO ISSUE PAYMENT FOR SERVICES RENDERED PRIOR TO THE FISCAL OFFICER'S CERTIFICATION OF AVAILABILITY OF FUNDS AND PROVIDING FOR IMMEDIATE ENACTMENT (Sanders)**

Councilman Sanders said the pool umbrellas had been ordered in 2020, but were not delivered and invoiced until November 2022. Meanwhile, the purchase order for the umbrellas had been liquidated because of such a long delay. It is budgeted.

Councilman Sanders moved to adopt, seconded by Councilman Myers. Upon roll call, motion to adopt passed 6-0 (Myers – yes, Sanders – yes, Warden – yes, Ansel- yes, Reynolds-yes, Knapic – yes, Cavin – absent)

10. **First Reading – ORDINANCE NO. 2023-02**  
**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 this legislation comes from the Planning Commission with recommendations on R-5 zoning. A public hearing will be held on February 6<sup>th</sup>. This legislation has had its first reading.

11. **First Reading – ORDINANCE NO. 2023-03**  
**AN ORDINANCE TO AMEND CHAPTER 1107, ZONING DISTRICTS, OF THE WOOSTER CODIFIED ORDINANCES TO ALLOW EXPANDED MANUFACTURED HOME DEVELOPMENT WITHIN THE R-5 ZONING DISTRICT (Myers)**

Councilman Myers said this legislation also comes with recommendations from the Planning Commission and requires a public hearing. The public hearing will be held on February 6<sup>th</sup>. The legislation has had its first reading.

12. First Reading – RESOLUTION NO. 2023-10

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A PROFESSIONAL SERVICES CONTRACT WITH OHM ADVISORS FOR COMPREHENSIVE PLANNING SERVICES AND ALLOWING FOR IMMEDIATE ENACTMENT (Sanders)

Councilman Sanders said this comprehensive plan is updated every 10 years. OHM had provided the expertise and leadership with the previous plan and is ready to facilitate the process for this update. Councilwoman Warden asked how the public meeting dates would be advertised. Mr. Montgomery said website, newspaper, social media and word of mouth. Mr. Montgomery also said a member list for the steering committee is being formulated. It is budgeted.

Councilman Sanders moved to adopt, seconded by Councilwoman Knapic. Upon roll call, motion to adopt passed 6-0 (Myers – yes, Sanders – yes, Warden – yes, Ansel- yes, Reynolds-yes, Knapic – yes, Cavin – absent)

13. First Reading – RESOLUTION NO. 2023-11

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO PURCHASE VEHICLES IN ACCORDANCE WITH THE CAPITAL PLAN FOR 2023 (Knapic)

Councilwoman Knapic stated that PPM would like to replace several vehicles. A dump truck, two crew trucks and two pickup trucks. The items are all budgeted.

Councilwoman Knapic moved to adopt, seconded by Councilman Ansel. Upon roll call, motion to adopt passed 6-0 (Myers – yes, Sanders – yes, Warden – yes, Ansel- yes, Reynolds-yes, Knapic – yes, Cavin – absent)

14. First Reading – RESOLUTION NO. 2023-09

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO CONTRACT WITH SANTMYER COMPANIES INC.FOR CITY FUEL NEEDS FOR FLEET VEHICLES AND ALLOWING FOR IMMEDIATE ENACTMENT (Sanders)

Councilman Sanders said this is the fuel contract for the entire city fleet. Santmyer has agreed to the same pricing as the last contract. It is a budgeted item.

Councilman Sanders moved to adopt, seconded by Councilman Ansel. Upon roll call, motion to adopt passed 6-0 (Myers – yes, Sanders – yes, Warden – yes, Ansel- yes, Reynolds-yes, Knapic – yes, Cavin – absent)

15. First Reading – ORDINANCE 2023-04

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE WAYNE TOWNSHIP TRUSTEES FOR COMPENSATION OF LOST PROPERTY TAX REVENUES RESULTING FROM ANNEXATION AND ALLOWING FOR IMMEDIATE ENACTMENT (Reynolds)

Councilman Reynolds said this agreement with Wayne Township is necessary to begin an expedited annexation process for property on Melrose Drive. Mr. Millea gave an explanation on how the negotiated terms came to be and the need to conform boundaries.

Councilman Reynolds motioned to suspend the rules, seconded by Councilman Myers. Upon roll call, motion to suspend the rules passed 6-0 (Myers – yes, Sanders – yes, Warden – yes, Ansel- yes, Reynolds-yes, Knapic – yes, Cavin – absent)

Councilman Reynolds moved to adopt, seconded by Councilwoman Warden. Upon roll call, motion to adopt passed 6-0 (Myers – yes, Sanders – yes, Warden – yes, Ansel- yes, Reynolds-yes, Knapic – yes, Cavin – absent)

16. First Reading – ORDINANCE NO. 2023-05  
AN ORDINANCE AMENDING THE ANNUAL APPROPRIATION ORDINANCE (Sanders)

Councilman Sanders said this request is needed to appropriate funding for the CHIP grant in the 2023 budget.

Councilman Sanders motioned to suspend the rules, seconded by Councilman Ansel. Upon roll call, motion to adopt passed 6-0 (Myers – yes, Sanders – yes, Warden – yes, Ansel- yes, Reynolds-yes, Knapic – yes, Cavin – absent)

Councilman Sanders moved to adopt, seconded by Councilman Myers. Upon roll call, motion to adopt passed 6-0 (Myers – yes, Sanders – yes, Warden – yes, Ansel- yes, Reynolds-yes, Knapic – yes, Cavin – absent)

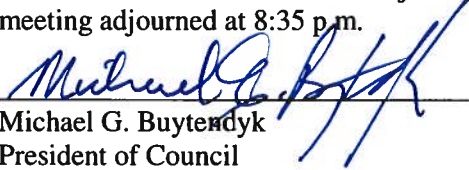
**VIII. MISCELLANEOUS**

Councilman Myers said he thought council did a good job of managing to spend over \$7.6M in an hour.

Councilwoman Knapic is interested in serving on the steering committee for the comprehensive plan.

**IX. ADJOURNMENT**

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

  
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Michael G. Buyten dyk  
President of Council

  
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Lynne DePaulo  
Clerk of Council

