

WOOSTER CITY COUNCIL MINUTES
10/16/2023

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 Amy Hamilton called roll with the following members present: Jon Ansel, Mark Cavin, Mike Buytendyk, Barb Knapic, Scott Myers, Bob Reynolds, Craig Sanders, and Jen Warden.

City Administration present: Mayor Bob Breneman, Director of Administration Joel Montgomery, Finance Director Andrei Dordea, and Law Director John Scavelli.

II. APPROVAL OF MINUTES

Mr. Ansel moved to approve the minutes of the October 2, 2023 regular meeting, seconded by Ms. Warden. Upon voice vote, the minutes were approved.

III. COMMUNICATIONS FROM MAYOR/ADMINISTRATION

Mayor Breneman summarized the legislation on the agenda. Mayor Breneman informed council members the city would be convening a compensation commission, in accordance with the city charter, and he asked that if members had anyone in mind who might be willing to serve on the commission, to submit those names to Ms. Hamilton. Mayor Breneman reported on Heritage Ohio's Annual Conference and noted that Wooster was highlighted in a video shown at the Conference. The video is available for viewing on the City of Wooster website.

IV. PETITIONS/COMMUNICATIONS FROM PUBLIC

Justin Starlin spoke in support of Ordinance No. 2023-24, a CRA application for 585 Partners, LLC, stating he believed the requirements had been met for the applicant to be granted a CRA tax incentive.

Lucas Palmer, attorney for Jason Carrick and 585 Partners, LLC, also spoke in support of Ordinance No. 2023-24. Mr. Palmer shared some background information on Mr. Carrick's businesses and stated that Mr. Carrick is seeking to expand due to business growth.

V. COMMITTEE REPORTS; PUBLIC HEARINGS

Mr. Ansel reported on the Public Utilities Committee meeting that was held earlier in the evening to discuss the electric and gas aggregation proposals that will be on the ballot in November. He shared that approximately 15 residents attended and that a representative from Palmer Energy was on hand to answer the attendees' questions. Mr. Ansel noted that if the issues each pass, the electric aggregation portion will likely be available by April or May 2024, and natural gas aggregation will likely not be available until October 2024, depending on market prices.

VI. UNFINISHED BUSINESS

1. Second Reading – ORDINANCE NO. 2023-24

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH 585 PARTNERS LLC FOR COMMUNITY REINVESTMENT AREA TAX INCENTIVES (Reynolds)

Mr. Reynolds stated that 585 Partners, LLC submitted an application for a 10-year, 50% CRA for a planned retail space on Akron Road. Mr. Reynolds explained the application process and each level of review before an application is submitted to City Council. He noted that Wooster City Schools was notified of the application and did not object, and Wooster Growth reviewed the application and voted not to recommend it. Mr. Reynolds said it is ultimately up to City Council to approve or deny the application.

Mr. Reynolds moved to suspend the rules, seconded by Mr. Ansel. Upon roll call, motion to suspend failed 5-2. (Ansel – yes, Cavin – no, Knapic – no, Myers – yes, Reynolds – yes, Sanders – yes, and Warden – yes)

VII. NEW BUSINESS

1. First Reading – ORDINANCE NO. 2023-25

AN ORDINANCE AMENDING CHAPTER 162, MANAGEMENT BENEFITS, OF THE CODIFIED ORDINANCES OF THE CITY OF WOOSTER, OHIO, BY ADDING THE POSITION OF ASSISTANT INFORMATION SYSTEMS MANAGER (Reynolds)

Mr. Reynolds asked Director Montgomery to explain the request for the ordinance. Director Montgomery explained the City has been trying to fill a System Administrator III position for the past year with no successful applicants. After consultation with headhunters, consultants, and others in the industry, the City learned the type of requirements for the position are considered management duties, and the position would likely go unfilled as it is currently. Director Montgomery said the System Administration III position is a union position, so the City is limited by what it can offer and in its ability to conduct succession planning. Adding a management position should allow the City to find the type of candidate they are trying to find. Mr. Myers asked how the pay ranges compare between the two positions. Director Montgomery replied the union position range is approximately \$69,000 to \$74,600, and the Assistant Manager position would be \$74,600 to approximately \$100,000 per year. Ms. Knapic asked if retirements were anticipated. Director Montgomery replied there is not a current commitment to a specific date, but said it would be soon. Information Technology Manager, Bob Eshelman, said he plans to retire within the next two years or so.

The ordinance was left on first reading.

2. First Reading – RESOLUTION NO. 2023-59

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 BOOSTER PUMP STATION SERVING THE LONG ROAD AREA AND ALLOWING FOR IMMEDIATE ENACTMENT (Ansel)

Mr. Ansel explained that the current booster station needs to be replaced as it is too old and too small to serve its purpose adequately. The new booster station will be larger, have a backup power generator, and a control and monitoring system.

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

3. First Reading – RESOLUTION NO. 2023-60

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 LIME AND BIOSOLIDS RESIDUAL MANAGEMENT (Ansel)

Mr. Ansel stated the current contracts for lime and biosolids hauling will expire at the end of the year, the city needs to secure new contracts for 2024, and the legislation is needed so the City can solicit bids for a new contract.

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

4. First Reading – RESOLUTION NO. 2023-61

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO EXPEND ADDITIONAL FUNDS FOR CONTROL AND COMMUNICATION IMPROVEMENTS AND SERVICES FROM SEIFERT TECHNOLOGIES FOR WATER AND WASTEWATER TREATMENT FACILITIES AND ALLOWING FOR IMMEDIATE ENACTMENT (Ansel)

Mr. Ansel explained Seifert Technologies replaced two other vendors for control and communications improvements, which meant the City needs authorization to exceed the \$50,000 limit for a single vendor. Mr. Ansel noted the total amount would be approximately \$100,000.

Ms. Knapic asked if there was a reason the request was open-ended as to the amount. Director Montgomery said the request states exactly what the City Administration is requesting. Ms. Knapic said she understands what the request details, but the legislation itself does not specify the limit. Ms. Knapic moved to amend the legislation to include language that the expenditures were not to exceed \$100,000.00.

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

Mr. Ansel moved to adopt the amended version, seconded by Ms. Knapic. Upon roll call, motion to adopt passed 7-0 (Ansel – yes, Cavin – yes, Knapic – yes, Myers – yes, Reynolds – yes, Sanders – yes, and Warden – yes)

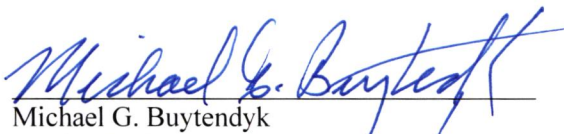
VIII. MISCELLANEOUS

Ms. Linda Smith, 3108 Bayberry Cove, shared information regarding the severe weather shelter at the Salvation Army.

Ms. Warden advised residents and viewers to make sure they are informed before voting on the aggregation ballot issues. She noted the ballot language is vague, and suggested voters read the information on the city's website

IX. ADJOURNMENT

Mr. Ansel moved to adjourn, seconded by Mr. Myers. Upon voice vote, the motion passed. The meeting adjourned at 8:38 p.m.



Michael G. Buytendyk
President of Council



Amy Hamilton
Clerk of Council