

WOOSTER CITY COUNCIL MINUTES
11/6/2023

I. ROLL CALL & ORDERING OF AGENDA

President Mike Buytendyk called the regular meeting of Wooster City Council to order shortly after 7:30 p.m. Clerk Amy Hamilton called the roll with the following members present: Mark Cavin, Mike Buytendyk, Barb Knapic, Scott Myers, Bob Reynolds, Craig Sanders, and Jen Warden. Jon Ansel was absent.

City Administration present: Mayor Bob Breneman, Director of Administration Joel Montgomery, Finance Director Andrei Dordea, and Deputy Law Director Kevin Gibbons.

II. APPROVAL OF MINUTES

Mr. Sanders moved to approve the minutes of the October 16, 2023 regular meeting, seconded by Ms. Warden. Upon voice vote, the minutes were approved.

III. COMMUNICATIONS FROM MAYOR/ADMINISTRATION

Mayor Breneman summarized the comprehensive plan open house held earlier in the evening. He reported the session was recorded and it would be posted to the City's website by November 9th. Interested parties can view the presentation and provide feedback. Mayor Breneman reminded council members that the city is going to convene a compensation commission, and asked council members to submit recommendations to Ms. Hamilton by Wednesday, November 8th. Mayor Breneman reported that Window Wonderland is planned for Friday, November 17th in downtown Wooster. He also reminded everyone to vote on Tuesday, November 7th.

IV. PETITIONS/COMMUNICATIONS FROM PUBLIC

None.

V. COMMITTEE REPORTS; PUBLIC HEARINGS

None.

VI. UNFINISHED BUSINESS

1. Third 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. Sanders recused himself immediately after the title was read and took a seat in the audience. Mr. Reynolds stated that the applicant asked council to table the legislation until all council members could be present for a vote.

Mr. Reynolds moved to table the legislation, seconded by Mr. Myers. Upon roll call, motion to table passed 3-2. (Cavin – no, Knapic – no, Myers – yes, Reynolds – yes, and Warden – yes.)

2. Second 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. Sanders returned to his seat with council members. Mr. Reynolds noted city administration had explained this request at the previous council meeting and encouraged council members to ask any additional questions they might have.

Mr. Reynolds moved to suspend the rules, seconded by Ms. Knapic. Upon roll call, motion to suspend the rules passed 6-0. (Cavin – yes, Knapic – yes, Myers – yes, Reynolds – yes, Sanders – yes, and Warden – yes.)

Mr. Reynolds moved to approve, seconded by Ms. Knapic. Upon roll call, motion to adopt passed 6-0. (Cavin – yes, Knapic – yes, Myers – yes, Reynolds – yes, Sanders – yes, and Warden – yes.)

VII. NEW BUSINESS

1. First Reading – RESOLUTION NO. 2023-62

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO SEEK BIDS FROM NETWORK INFRASTRUCTURE VENDORS TO UPGRADE PRESENT NETWORK ROUTERS AND SWITCHES, AND ALLOWING FOR IMMEDIATE ENACTMENT (Sanders)

Mr. Sanders stated the city's current network infrastructure is past its support lifecycle and will not receive security updates. Mr. Sanders noted the network infrastructure connects all city departments and utility systems.

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

2. First Reading - RESOLUTION NO. 2023-63

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A CONTRACT WITH ESRI, INC., OF GAHANNA, OHIO FOR A THREE-YEAR SUBSCRIPTION FOR PROVIDING THE PLATFORM AND SERVICES THE CITY'S GEOGRAPHIC INFORMATION SYSTEM (GIS), AND ALLOWING FOR IMMEDIATE ENACTMENT (Warden)

Ms. Warden explained this legislation would allow the city to enter a three-year agreement with ESRI to provide a the platform and services for the city's GIS system users. She noted the system is used by several city departments and some residents as well.

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

3. First Reading - RESOLUTION NO. 2023-64

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)

Ms. Warden explained this legislation would allow the Engineering Division to solicit the lowest and best bidder for paving portions of Palmer Street, Oak Hill Road, and concrete pavement replacements on part of W. Liberty Street. Ms. Warden also noted a portion of the project, approximately 56%, will be funded by ODOT Large Cities dollars.

Ms. Warden moved to suspend the rules, seconded by Mr. Cavin. Upon roll call, motion to suspend the rules passed 6-0. (Cavin – yes, Knapic – yes, Myers – yes, Reynolds – yes, Sanders – yes, and Warden – yes.)

Ms. Warden moved to approve, seconded by Mr. Sanders. Upon roll call, motion to adopt passed 6-0. (Cavin – yes, Knapic – yes, Myers – yes, Reynolds – yes, Sanders – yes, and Warden – yes.)

4. First Reading - RESOLUTION NO. 2023-65

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 A STORM SEWERS ON WINKLER DRIVE, ALLOWING FOR IMMEDIATE ENACTMENT (Warden)

Ms. Warden noted the project to replace a storm sewer on Winkler Drive is a budgeted item, the estimated cost is about \$70,000, and the storm sewer to be replaced is made out of corrugated metal. Ms. Knapic asked what material the new storm sewer line would be made of and how long the project would take. Mr. John Rice, the City Engineer, replied the new storm sewer line would be made of plastic and the work would take place off of the road, so inconvenience to neighbors and traffic should be minimal. Ms. Warden asked how soon the city plans to bid out the project. Mr. Rice said they planned to bid it out soon with the work to start in the spring.

Ms. Warden moved to approve, seconded by Mr. Cavin. Upon roll call, motion to adopt passed 6-0. (Cavin – yes, Knapic – yes, Myers – yes, Reynolds – yes, Sanders – yes, and Warden – yes.)

5. First Reading - RESOLUTION NO. 2023-66

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A TECHNICAL SERVICES CONTRACT WITH MEDICOUNT OF CINCINNATI, OHIO FOR BILLING SERVICES RELATED TO THE CITY EMS SERVICE, AND ALLOWING FOR IMMEDIATE ENACTMENT (Cavin)

Mr. Cavin said the Fire Department is asking to renew the contract with Medicount for EMS billing. He said the billing rates are staying the same, but an increase in the number of transports and resulting billing will push the contract amount beyond \$50,000 for the year. Ms. Knapic asked Fire Chief Barry Saley if he was satisfied with the services provided by Medicount and if other providers had been considered. Chief Saley explained that Medicount bought out the city's previous provider, and they remain happy with the service. However, the city plans to send out a request for proposals in 2024 to obtain and compare services and prices from interested providers. Ms. Knapic asked what is causing the increase in calls for service. Chief Saley said there are many reasons, including people using EMS as primary care physician, increase in mental health issues, increasing elderly population, etc.

Mr. Cavin moved to approve, seconded by Ms. Knapic. Upon roll call, motion to adopt passed 6-0. (Cavin – yes, Knapic – yes, Myers – yes, Reynolds – yes, Sanders – yes, and Warden – yes.)

6. First Reading - RESOLUTION NO. 2023-67

A RESOLUTION AUTHORIZING THE EXPENDITURE OF FUNDS TO REMOUNT AND REFURBISH A 2013 AMBULANCE ONTO A NEW CHASSIS, AND ALLOWING FOR IMMEDIATE ENACTMENT (Cavin)

Mr. Cavin noted this legislation is for a request from the Fire Department to remount and refurbish a 2013 ambulance onto a new chassis. He explained this option would save the city \$150,000 and would be operational approximately one year sooner than purchasing a new ambulance. Mr. Cavin also noted the City has done this before, and Chief Saley can answer any additional questions. Ms. Warden asked about the time frame for remounting the ambulance. Chief Saley said it should take about one year. Mr. Myers said he would like to see the city keep its place in line for a new ambulance in addition to remounting an existing unit.

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

7. First Reading – ORDINANCE NO. 2023-26

AN ORDINANCE AMENDING THE ANNUAL APPROPRIATION ORDINANCE (Sanders)

Mr. Sanders described this legislation is necessary because rates have increased, a few employees have gone to more expensive plans due to life events, so the originally budgeted amount is not enough to cover the costs incurred. He asked Director Dordea if there was a rush on this request. Director Dordea replied there was no rush. Mr. Sanders left the ordinance on first reading.

8. First Reading – ORDINANCE NO. 2023-27

AN ORDINANCE AMENDING THE ANNUAL APPROPRIATION ORDINANCE (Sanders)

Mr. Sanders explained that this legislation is request to utilize opioid funds to provide specialty health advanced lab panels for first responders. He said it would include blood work and items not included in a typical blood panel. Mr. Sanders stated he would leave the ordinance on first reading and asked city administration what the plans are for the future use of these funds. Police Chief, Matt Fisher, explained the purpose and need for the funds. Chief Fisher said the funds would allow the fire and police departments give their employees an opportunity to monitor their health conditions more carefully, and there were already 84 volunteers from the department who were interested in the additional support.

Director Montgomery said the city would receive additional opioid settlement funds in the future. Ms. Warden asked if conditions, like sleep apnea, were discovered through the additional testing would those disqualify someone from serving. Chief Saley replied that it would not, but it would serve as a catalyst for additional testing for other conditions.

9. First Reading - RESOLUTION NO. 2023-68

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)

Mr. Reynolds presented the legislation on behalf of Mr. Ansel. Mr. Reynolds explained that the legislation would allow the city to solicit bids to provide chemicals to treat the city's drinking water. He said they would like to start the process soon so the contracts will be in place for 2024.

Mr. Reynolds moved to suspend the rules, seconded by Ms. Knapic. Upon roll call, motion to suspend the rules failed 5-1. (Cavin – yes, Knapic – yes, Myers – no, Reynolds – yes, Sanders – yes, and Warden – yes.)

10. First Reading - RESOLUTION NO. 2023-69

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)

Mr. Reynolds stated this resolution relates to the waste treatment plant and concerns the purchase of emulsion polymer. He said the City would like to solicit bids for the product to get the best price available and have a contract in place by the end of the year.

Mr. Reynolds moved to suspend the rules, seconded by Ms. Warden. Upon roll call, motion to suspend the rules passed 6-0. (Cavin – yes, Knapic – yes, Myers – yes, Reynolds – yes, Sanders – yes, and Warden – yes.)

Mr. Reynolds moved to approve, seconded by Ms. Knapic. Upon roll call, motion to adopt passed 6-0. (Cavin – yes, Knapic – yes, Myers – yes, Reynolds – yes, Sanders – yes, and Warden – yes.)

11. First Reading - RESOLUTION NO. 2023-70

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO CONTRACT TO PURCHASE REPLACEMENT PARTS AND IMPROVEMENTS FOR THE CITY'S ANAEROBIC DIGESTER SYSTEM AND BIOGAS GENERATOR, AND ALLOWING FOR IMMEDIATE ENACTMENT (Ansel)

Mr. Reynolds stated this project has been in the planning stages for a while, council received a presentation on the project in June 2022, and has received updates since that time. He summarized the funding sources for the project, including \$800,000 in ARPA grant funds, \$1.5 million in city capital funds, and \$2.45 million in bonds. Mr. Reynolds noted the project was budgeted at \$2.2 million in 2022 and \$2.3 million in 2023, and the City anticipates an additional \$1.5 million in reimbursements from the IRA after the project is completed. Mr. Reynolds said it is a lot of money to spend on a project, but is unavoidable.

Mr. Reynolds moved to suspend the rules, seconded by Mr. Myers. Upon roll call, motion to suspend the rules failed 5-1. (Cavin – yes, Knapic – no, Myers – yes, Reynolds – yes, Sanders – yes, and Warden – yes.)

12. First Reading - RESOLUTION NO. 2023-71

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO AN AGREEMENT FOR THE PURCHASE OF WATER METER REPLACEMENTS AND ALLOWING FOR IMMEDIATE ENACTMENT (Ansel)

Mr. Reynolds said the legislation is a request to purchase \$110,000 worth of technology and would waive the competitive bidding process for Badger water meters. Mr. Reynolds said there is no urgency for this resolution, so he will leave it on first reading.

13. First Reading - RESOLUTION NO. 2023-72

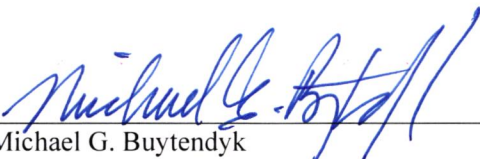
A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO AN AGREEMENT FOR THE PURCHASE OF METER TRANSMITTING UNITS AND ALLOWING FOR IMMEDIATE ENACTMENT (Ansel)

Mr. Reynolds explained the equipment listed in this resolution is part of the automated reading system and the Utilities Manager, Mike Fritz, is in attendance if members have any questions. Mr. Reynolds said there is no urgency for this resolution, so he will leave it on first reading.


VIII. MISCELLANEOUS

IX. ADJOURNMENT

Mr. Sanders moved to adjourn, seconded by Ms. Knapic. Upon voice vote, the motion passed. The meeting adjourned at 8:31 p.m.



Michael G. Buytendyk
President of Council



Amy Hamilton
Clerk of Council