

WOOSTER CITY COUNCIL MINUTES
12/4/2023

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: 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 November 20, 2023 regular meeting, seconded by Ms. Warden. Upon voice vote, the minutes were approved.

III. COMMUNICATIONS FROM MAYOR/ADMINISTRATION

Mayor Breneman noted the budget is a major annual process and he hoped the committee meeting held earlier in the evening was helpful to council members. He also said he hoped the discussion during the Laws & Ordinances Committee meeting answered questions members may have had. Mayor Breneman announced that the Compensation Commission will have its first meeting on Monday, December 11th at 3:00 p.m. Mayor Breneman congratulated Wooster Community Hospital for the recognition of the Skilled Nursing Unit as among the best in Ohio.

Director Montgomery provided a tentative schedule for finalizing the Comprehensive Plan. The City should receive a final draft from OHM during the coming week and should be able to share it with council by the end of the week. Director Montgomery said he would like to allow a few weeks for final comments, and then legislation would be drawn up to present to Council for adoption of the Plan by the end of January. Director Montgomery also shared that a snow removal informational flyer will be sent out in customer utility bills next month.

IV. PETITIONS/COMMUNICATIONS FROM PUBLIC

Shelley Schrier, 744 Woodland Avenue, and Cathy Herms, 5618 Lattasburg Road, both spoke on behalf of the Friends of Wooster Memorial Park in support of Ordinance 2023-31.

V. COMMITTEE REPORTS; PUBLIC HEARINGS

Finance Committee – Mr. Sanders reported that the Committee received a presentation by Scott Boyes of Wooster Community Hospital highlighting the hospital’s budget for next year. He said that Directors Dordea and Montgomery went through the City’s budget for 2024. Mr. Sanders advised Council would be voting on the budget in two weeks, so questions should be sent to Administration before that meeting.

Laws & Ordinances Committee – Mr. Reynolds stated that the committee meeting was held to discuss the use of CRA tax abatements as a tool for economic development. He said they avoided the topic of residential abatements and focused on commercial ones as it would take too much time to discuss both in a single meeting. He noted that the 2024 council would need to deal with the issues related to CRA, current policy, and other related questions. Mr. Reynolds said, in spite of some disagreement, council members have a better understanding of the CRA process than they did a few months ago.

VI. UNFINISHED BUSINESS

1. Second Reading – ORDINANCE NO. 2023-28 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, 2024, AND ALLOWING
FOR IMMEDIATE ENACTMENT (Sanders)

Mr. Sanders said, given that the Finance Committee met earlier in the evening, that unless there were any questions, he would consider the legislation to have had its second reading.

2. Second Reading - ORDINANCE NO. 2023-29 AN ORDINANCE AMENDING PART ELEVEN, ZONING, OF THE CODIFIED ORDINANCES OF THE CITY OF WOOSTER, OHIO, TO RE-ZONE LAND TO C-1 (OFFICE/INSTITUTIONAL) FOR PROPERTY LOCATED ON THE NORTHWEST CORNER OF THE INTERSECTION OF BENDEN DRIVE AND NOBLE DRIVE (Reynolds)

Mr. Reynolds stated that this request is from The Village Network to rezone a property that already has buildings on it. He asked Planning and Zoning Manager, Vince Marion, to explain the urgency of the legislation. Mr. Marion said there are additional steps The Village Network needs to take to complete the rezoning process and if the legislation is not approved at this meeting, it will delay that process.

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

Mr. Reynolds moved to adopt, seconded by Mr. Ansel. 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. Second Reading - RESOLUTION NO. 2023-74 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 INSTALLATION OF CITY HALL CHILLER EQUIPMENT AND ALLOWING FOR IMMEDIATE ENACTMENT (Knapic)

Ms. Knapic stated this legislation is to allow the city to contract with someone to install better air conditioning in city hall.

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

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

VII. NEW BUSINESS

1. First Reading – RESOLUTION NO. 2023-78 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)

Mr. Myers noted this is an annual, budgeted agreement, and the expenses are offset by fees collected by the program. Recreation Manager, Ashley Hershberger, thanked Wooster Soccer Association for the fifty years of a successful partnership. Ms. Hershberger said over 3,400 kids, from preschool through high school, participate in the program.

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

Mr. Myers 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)

2. First Reading – RESOLUTION NO. 2023-79 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)

Mr. Myers said this contract is similar to the previous one. Mr. Myers asked Ms. Hershberger to confirm that season pass holders can continue to use their passes at the Ellen Shapiro Natatorium until the end of the calendar year. Ms. Hershberger said that is correct.

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

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

3. First Reading – RESOLUTION NO. 2023-80 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 AND ALLOWING FOR IMMEDIATE ENACTMENT (Myers)

Mr. Myers noted this legislation is to support the subsidized transportation program. Ms. Warden asked about some miscommunication between some College of Wooster students and what they were eligible to receive to use the transportation and if that issue had been resolved. Director Montgomery said the issue was resolved almost immediately. Community Action visited the College and signed up any student who wanted to use the program or the stop that is at the campus. Director Montgomery said both the College of Wooster and OSU’s Wooster campus now have contracts with Community Action to have stops at their campuses.

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

Mr. Myers 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)

4. First Reading – RESOLUTION NO. 2023-81 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 FOR PAYMENT FOR SUCH SERVICES, AND ALLOWING FOR IMMEDIATE ENACTMENT (Sanders)

Mr. Sanders noted that this is an annual agreement and the proposed agreement includes a five percent increase to keep in line with labor cost increases. Wayne County Prosecutor, Angela Wypasek, explained how many prosecutors her office employs that focus on City of Wooster cases, calculations for wage increases for the

coming year, and a comparison of the cases generated by the Wooster Police Department. Ms. Knapic asked if the increase would help retain current and attract new attorneys to Wayne County. Ms. Wypasek said yes, she believes so. Mr. Sanders said the cost of the contract is \$96,237, and he added it would cost the City over \$200,000 to employee staff to handle the casework.

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

Mr. Sanders 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)

5. First Reading – RESOLUTION NO. 2023-82 A RESOLUTION AUTHORIZING AMENDING RESOLUTION NO. 2023-39 AND ALLOWING FOR IMMEDIATE ENACTMENT (Sanders)

Mr. Reynolds immediately recused himself, stating he is the current counsel for Wayne Metropolitan Housing. He left the dais and sat down with the audience.

Mr. Sanders said this resolution is to amend Resolution No. 2023-39 because the state is requiring some additional items to be included. Jonathan Millea, Development Coordinator, explained the City of Wooster is in charge of administering a \$1 million grant from the State of Ohio on behalf of the City of Orrville and Wayne County. The Department of Development has received the city’s application and changed how they evaluate the legislation requirements. They have asked the City of Wooster to clarify that it is responsible for administering the grant and responsible to the state for its performance. Mr. Millea said this legislation is required to allow the city’s application to proceed through the grant process.

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

Mr. Sanders 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)

6. First Reading – ORDINANCE NO. 2023-31 AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE AN AMENDED CONSERVATION EASEMENT AGREEMENT WITH THE KILLBUCK WATERSHED LAND TRUST FOR THE PROTECTION AND PRESERVATION OF WOOSTER MEMORIAL PARK, AND ALLOWING FOR IMMEDIATE ENACTMENT (Knapic)

Mr. Reynolds rejoined council for this piece of legislation.

Ms. Knapic noted how much she enjoys Wooster Memorial Park and the City is fortunate to have the Friends of Wooster Memorial Park and their dedication to keeping the Park a beautiful place to visit. She stated that approximately 100 acres of land will be donated to the existing park and must be included in the conservation easement. Mayor Breneman stated that the City would not be able to keep up with proper maintenance of the park and thanked the Friends of Wooster Memorial Park group for their efforts.

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

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

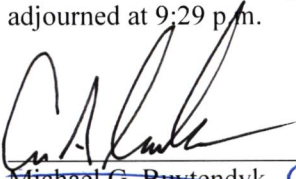
VIII. MISCELLANEOUS

Michael Johnson, 1574 Cedar Lane, spoke about a car that has been parked on his street for months and has not moved. Director Scavelli said he would meet with Mr. Johnson after the meeting to collect details and contact information so the City could look into the issue.

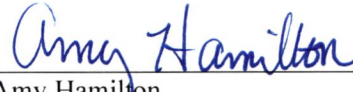
Mr. Reynolds asked for an update on the leaf pickup schedule. Mr. Curt Denning, PPM Manager, said he believes they are about four or five days behind, and the pick up should be complete around December 13th. Mr. Reynolds also advised he would no longer serve as legal counsel for Wayne Metropolitan Housing (WMH) as of December 31, 2023. He stated this is because he will begin serving as Mayor and the City has a contract with WMH.

IX. ADJOURNMENT

Mr. Ansel moved to adjourn, seconded by Mr. Myers. Upon voice vote, the motion passed. The meeting adjourned at 9:29 p.m.



Michael G. Buytendyk
President of Council, *Craig Sanders Pro Tempore*



Amy Hamilton
Clerk of Council