

**WOOSTER CITY COUNCIL MINUTES**  
**2/5/2024**

**I. ROLL CALL & ORDERING OF AGENDA**

President Craig Sanders 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: Mike Abernathy, Lukas Gaffey, Steven Huszai, Barb Knapic, and Scott Myers. Chris Malta and Jen Warden were absent.

City Administration present: Mayor Bob Reynolds, Deputy Director of Administration Phil Turske, Finance Director Andrei Dordea, and Law Director John Scavelli. Director of Administration Joel Montgomery was absent.

City Managers present: Police Chief Matt Fisher, Economic Development Coordinator Jonathan Millea, and Utilities Division Manager Mike Fritz.

**II. APPROVAL OF MINUTES**

Mr. Abernathy moved to approve the minutes of the January 16, 2024 regular meeting, seconded by Mr. Gaffey. Upon voice vote, the minutes were approved.

**III. COMMUNICATIONS FROM MAYOR/ADMINISTRATION**

Mayor Reynolds briefed Council members on recent meetings, including an annual update from Wooster Community Hospital, Tri-Cities meeting with Orrville and Rittman, Families and Children First Council, and a meeting with Jen Kiper from the Wayne County Planning Department to go over the County's Comprehensive Plan. He also stated that the City's Comprehensive Plan was presented to the Planning Commission on February 1<sup>st</sup>, and received unanimous approval. Mayor Reynolds said the Plan will be presented to Council at the February 20<sup>th</sup> meeting and he will also deliver the State of the City Address at 7:00 that night. He advised there is a Wooster Growth presentation scheduled for the March 4<sup>th</sup> Council meeting, as well. Mayor Reynolds also reported that Congressman Max Miller hosted a meeting for elected officials at the Orrville Public Library.

Mayor Reynolds announced the Police Department would be swearing in three new police officers on Wednesday, February 7<sup>th</sup>, at 5:00 pm at the Safety Center, and he reminded Council they are invited and welcome to attend an employee recognition lunch for City employees on Friday, February 16<sup>th</sup> at the Freedlander Chalet.

Deputy Director of Administration Phil Turske briefed Council members on a recent Wayne County Land Bank meeting. At the meeting, it was announced that a grant application for funding of a project called Welcome Home was approved by the Ohio Department of Development and Community Action Wayne/Medina would be facilitating and administering the program. He said the funds can be used for purchasing qualified residential properties, cost of construction, rehab, or tax credit for eligible properties.

Mayor Reynolds briefly went over the agenda for the evening.

**IV. PETITIONS/COMMUNICATIONS FROM PUBLIC**

Jonathan Millea, 538 N. Market Street: Mr. Millea explained Ordinance 2024-04 is a request to add Welch Packaging as a tenant of the Wooster Brush Company, which means Welch Packaging would be bound to adhere to the requirements of the CRA agreement.

Ben Maibach, 604 Madison Ave.: Mr. Maibach is the President of the Wooster Brush Company and he said Wooster Brush would like to lease space to Welch Packaging in the Daisy Way Extension facility.

**V. COMMITTEE REPORTS; PUBLIC HEARINGS**

None.

**VI. UNFINISHED BUSINESS**

None.

**VII. NEW BUSINESS**

1. First Reading – ORDINANCE NO. 2024-04 AN ORDINANCE AMENDING ORDINANCE NO. 2021-16: AUTHORIZING THE MAYOR TO INCLUDE WELCH PACKAGING GROUP INC AS A TENANT PARTY TO THE COMMUNITY REINVESTMENT AREA AGREEMENT BETWEEN THE CITY OF WOOSTER AND THE WOOSTER BRUSH COMPANY, FOR IMMEDIATE ENACTMENT (Abernathy)

President Sanders announced, due to business interests, that he would recuse himself from voting on this measure in the case of a tie. Mr. Gaffey recused himself because he is employed by the applicant and Mr. Huszai also recused himself also due to business interests. Both Mr. Gaffey and Mr. Huszai sat in the audience during the following discussion.

Mr. Abernathy said there had been some confusion about this legislation and he had several questions to ask of Mr. Millea to clarify the legislation. He asked if the ordinance was intended to transfer the tax abatement to Welch Packaging. Mr. Millea said that is not the case, it is to add Welch to the CRA and require them to abide by the CRA requirements. The abatement only applies to Wooster Brush, not to Welch. Mr. Abernathy asked if Welch would receive a direct benefit or if the benefit is going to Wooster Brush. Mr. Millea said Wooster Brush, as the property owner, receives the tax benefit, not Welch. Mr. Abernathy asked about grants involved in the CRA, specifically, is that something Council is being asked to vote on. Mr. Millea said no, the grants are separate and unrelated to the CRA. Mr. Abernathy asked about the precedent for requests like these and how often they come before Council. Mr. Millea replied they typically see one to two each year and are approved so long as the tenant can be compliant with state law and the tenant agrees to be bound by the CRA laws and rules. Thus far, Mr. Millea said, they have not needed to deny a request for a tenant. Mr. Abernathy asked about the wording in Section One allowing the Mayor discretion as to terms of the agreement. Director Scavelli explained the phrase is there to allow the Mayor to make small changes as necessary but nothing significant. Mr. Millea said the form has been adopted from the state and county forms and the Mayor's discretion would encompass something simple like including the dates for the exemption.

The legislation was left on first reading.

2. First Reading - ORDINANCE NO. 2024-05 AN ORDINANCE AMENDING CHAPTER 162, MANAGEMENT BENEFITS, OF THE CODIFIED ORDINANCES OF THE CITY OF WOOSTER, OHIO AND ALLOWING FOR IMMEDIATE ENACTMENT (Knapic)

Mr. Gaffey and Mr. Huszai rejoined council for the remainder of the meeting. Ms. Knapic said this legislation would be left on first reading. She explained the City has a position for a part-time assistant law director and while it worked well for awhile, finding people to fill part-time positions is tough. She plans to discuss it more with Director Scavelli.

3. First Reading - RESOLUTION NO. 2024-16 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 FURNISHING BITUMINOUS MATERIAL (Myers)

Mr. Myers said he spoke with Curt Denning, the City PPM Manager, about the legislation. He said the legislation is fairly routine in that the City has to purchase the bituminous material to make street repairs. Mr. Myers noted the City plans to purchase approximately 6,500 tons and anticipate spending about \$550,000.

Mr. Myers moved, seconded by Ms. Knapic, to adopt. Upon roll call, motion to adopt passed 5-0 (Abernathy - yes, Gaffey – yes, Huszai – yes, Knapic – yes, and Myers - yes)

4. First Reading - RESOLUTION NO. 2024-17 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR MOWING SERVICES FOR CITY-OWNED PROPERTY (Huszai)

Mr. Huszai noted this is a routine resolution to authorize the City to go out to bid for mowing public properties.

Mr. Huszai moved, seconded by Mr. Abernathy, to adopt. Upon roll call, motion to adopt passed 5-0 (Abernathy - yes, Gaffey – yes, Huszai – yes, Knapic – yes, and Myers - yes)

5. First Reading - RESOLUTION NO. 2024-18 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR LANDSCAPING AND BED MAINTENANCE SERVICES FOR CITY-OWNED PROPERTY (Huszai)

Mr. Huszai said this is another customary and routine resolution and includes weed control, mulching, etc. at city-owned properties.

Mr. Huszai moved, seconded by Mr. Myers, to adopt. Upon roll call, motion to adopt passed 5-0 (Abernathy - yes, Gaffey – yes, Huszai – yes, Knapic – yes, and Myers - yes)

6. First Reading - RESOLUTION NO. 2024-19 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A CONTRACT WITH FLOWPOINT ENVIRONMENTAL SYSTEMS FOR PROFESSIONAL SERVICES TO REPLACE THE EXISTING BULK WATER STATION AND BILLING SOFTWARE (Abernathy)

Mr. Abernathy said he understands this legislation is a complete overhaul as the existing vendor is no longer providing services. He noted it is a budgeted item.

Mr. Abernathy moved, seconded by Mr. Gaffey, to adopt. Upon roll call, motion to adopt passed 5-0 (Abernathy - yes, Gaffey – yes, Huszai – yes, Knapic – yes, and Myers - yes)

### VIII. MISCELLANEOUS

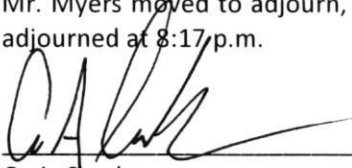
President Sanders asked Ms. Hamilton to send out a reminder for Members to go through their calendars to see if there are any dates they would be unable to attend a meeting and for Members to let he or Ms. Hamilton know as soon as possible.

Mr. Myers thanked Jon Hutchinson, Executive Director of the Boys and Girls Club in Wooster, for attending the meeting. He encouraged those who are unfamiliar with the Club to find out more because it is a worthwhile organization. Mr. Myers also thanked WCH CEO Bill Sheron for his service to the hospital and noted the hospital operates debt-free and does not use tax dollars for funding.

Mr. Huszai congratulated Mr. Millea and his family on the recent baptism of his daughter. He also thanked the hospital and staff for their presentation and information.

**IX. ADJOURNMENT**

Mr. Myers moved to adjourn, seconded by Mr. Abernathy. Upon voice vote, the motion passed. The meeting adjourned at 8:17 p.m.



Craig Sanders  
President of Council



Amy Hamilton  
Clerk of Council