



City of Hudson, Ohio

Meeting Minutes - Draft

City Council

David A. Basil, Mayor

Hamilton DeSaussure, Jr., President of Council (At-Large)

Beth A. Bigham, Council Member (Ward 4)

Dennis N. Hanink, Council Member (Ward 1)

Alex D. Kelemen, Council Member (Ward 3)

Casey M. Weinstein, Council Member (Ward 2)

J. Daniel Williams, Council Member (At-Large)

William D. Wooldredge, Council Member (At-Large)

Jane Howington, City Manager

R. Todd Hunt, City Solicitor

Elizabeth A. Slagle, Clerk of Council

Tuesday, April 18, 2017

7:30 PM

Town Hall

1. Call to Order

Mayor Basil called to order the meeting of Hudson City Council at 7:32 p.m., in accordance with the Sunshine Laws of the State of Ohio, O.R.C. Section 121.22.

2. Pledge of Allegiance to the Flag

3. Roll Call

Present: 6 - Mrs. Bigham, Mr. DeSaussure, Mr. Hanink, Mr. Kelemen, Mr. Weinstein and Dr. Williams

Absent: 1 - Mr. Wooldredge

Staff in Attendance: Ms. Howington, City Manager; Mr. Hunt, City Solicitor; Mrs. Slagle, Clerk of Council; Mr. Comeriato, Assistant City Manager; Mr. Hutchinson, Assistant Public Works Director; Mr. Kosco, Assistant City Engineer; Mr. Knoblauch, Finance Director; Mr. Leedham, GIS Manager/Database Administrator; Mr. Leiter, Production Assistant; Ms. Roberts, Communications Manager; and Mr. Wash, Assistant Public Works Director.

4. Approval of the Minutes

A. [17-0033](#)

MINUTES OF PREVIOUS COUNCIL MEETINGS.

Executive Summary: Draft minutes of previous meetings are provided for City Council's review and approval.

Attachments: [April 4, 2017 Council Meeting Minutes - DRAFT](#)

[April 11, 2017 Council Workshop Minutes - DRAFT](#)

There being no changes, the above minutes were approved as submitted.

5. Proclamations

- A. [17-0034](#) **Special Recognition of National Therapy Animal Day**
Executive Summary: This Proclamation recognizes April 30, 2017, as National Therapy Animal Day in Hudson. Jack Lehman, as well as Christine Witschey and her dogs Francis and Gracie of the Akron Children's Doggie Brigade, will be in attendance to accept this Proclamation.

Attachments: [Hyperlink - Pet Partners](#)
[Hyperlink - Akron Children's Doggie Brigade](#)
[Proclamation](#)

Jack Lehman thanked Mayor and Council and said that he was honored to speak on behalf of therapy animals. He shared his personal therapy experience, working with Chris Witschey and her dogs, Gracie and Francis, who were all in attendance. He said that rather than his therapy sessions being a mundane, trying experience, they made it enjoyable and helped him recover in ways that people simply cannot. Ms. Witschey spoke and shared her rewarding experience as a volunteer of the Doggie Brigade at Akron Children's Hospital. She said that it is always a joy to see patients improve. Mrs. Amy Lyden, accompanied by her dog, Maya, expressed her appreciation on behalf of the Akron Children's Hospital for this recognition, and she spoke about the Doggie Brigade program. Mayor Basil thanked them all for sharing their experiences.

Mayor Basil read this Proclamation in its entirety, recognizing April 30, 2017, as National Therapy Animal Day in Hudson, Ohio.

- B. [17-0035](#) **Special Recognition of Autism Awareness Month**
Executive Summary: This Proclamation recognizes the month of April 2017 as Autism Awareness Month in Hudson and encourages citizens to make Hudson an Autism-friendly community. Janet Rogers will accept this Proclamation on behalf of the Autism Society of Greater Akron.

Attachments: [Hyperlink - Autism Speaks](#)
[Hyperlink - Autism Society Greater Akron](#)
[Proclamation](#)

Ms. Janet Rogers, long-time Hudson resident and mother of two men with Autism, accepted this Proclamation on behalf of the Autism Society of Greater Akron. She expressed appreciation for the recognition and was proud that Hudson has been declared an Autism-friendly community, acknowledging that people with autism can be contributing members of our society.

Mayor Basil read this Proclamation in its entirety, recognizing April, 2017, as Autism Awareness Month in Hudson, Ohio, and encouraging citizens to make Hudson an Autism-friendly community.

6. Public Comments

None.

7. Correspondence and Council Comments

Mr. Weinstein said he continues to receive e-mails and calls from folks interested in renewable energy. He announced that he is partnering with the Environmental Awareness Committee to host a Solar Symposium at the library on April 19, 2017, and he encouraged interested citizens to attend.

Mrs. Bigham said that several residents have contacted her concerning snow plow damage, and they have requested that the damage be repaired as soon as possible. In addition, she asked that the damage repair policy be reviewed concerning the criteria for eligibility. Mrs. Bigham announced that she will host an Ward 4 Open Forum, and she has created a Ward 4 survey, available via her Facebook page.

8. Report of Manager

Ms. Howington encouraged everyone to continue to frequent the North Main Street businesses during the current construction project. She estimated completion of major construction by the end of June. She also explained the urgency of adopting Resolution No. 17-67, authorizing the City Manager to enter into an Agreement with DS Architecture for a Planning and Programming Study for a new Public Works Facility.

9. Appointments

Mr. DeSaussure announced that the City will accept applications for Architectural & Historic Board of Review through May 12th, and for the Park Board and Tree Commission through May 26th. He said that City Council will conduct interviews and make appointments for upcoming terms. He urged citizens to volunteer for a board or commission by submitting an application. Mayor Basil agreed and said that volunteering is a rewarding experience.

10. Consent Agenda

A motion was made by Mr. DeSaussure, seconded by Mrs. Bigham, to suspend the rules as provided in Section 220.03 of the Codified Ordinances to allow for passage of legislation on the Consent Agenda. The motion carried by the following vote:

Aye: 6 - Mrs. Bigham, Mr. DeSaussure, Mr. Hanink, Mr. Kelemen, Mr. Weinstein and Dr. Williams

Approval of the Consent Agenda

A motion was made by Mr. DeSaussure, seconded by Dr. Williams, to approve the Consent Agenda. The motion carried by the following vote:

Aye: 6 - Mr. DeSaussure, Mr. Hanink, Mr. Kelemen, Mr. Weinstein, Dr. Williams and Mrs. Bigham

A. [17-0036](#)

A Motion to Acknowledge the Timely Receipt of the March 2017 Monthly Financial Report

Executive Summary: Financial summaries are provided each month for Council's review.

Attachments: [March 2017 Financial Report](#)

This motion was passed on the Consent Agenda.

- B. [17-65](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A COST-SHARE AGREEMENT WITH THE NORTHEAST OHIO REGIONAL SEWER DISTRICT FOR THE BRANDYWINE CREEK WATERSHED STUDY; AND DECLARING AN EMERGENCY.**

Executive Summary: The Northeast Ohio Regional Sewer District's (NEORS) Community Cost-Share Program provides funding to member communities, like the City of Hudson, for community specific stormwater management projects. 25% of the total annual Stormwater Fee collected from each community is allocated to the Community Cost-Share Account of each Member Community. The City also received a \$15,000 grant from the Ohio Lake Erie Commission, making this project cost-neutral to the City.

Attachments: [Cost-Share Agreement](#)
[Resolution No. 17-65](#)

Resolution No. 17-65 was passed on the Consent Agenda.

- C. [17-66](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT FOR THE INSTALLATION OF DRAINAGE INFRASTRUCTURE AT THE ELLSWORTH MEADOWS GOLF CLUB; AND DECLARING AN EMERGENCY.**

Executive Summary: As part of the 2017 Parks budget, staff has obtained competitive bids for the installation of drainage infrastructure at the Ellsworth Meadows Golf Club. Staff is now prepared to proceed with the purchase of materials and the project award and construction. Golf Preservations Inc. was found to be the lowest and most responsible bidder. The budget for this project is \$100,000.

Attachments: [Parks Budget 2017](#)
[Map - Golf Course Drainage Project 2017](#)
[Bid Tab - Golf Course Drainage Installation](#)
[Resolution No. 17-66](#)

Resolution No. 17-66 was passed on the Consent Agenda.

- D. [17-67](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH DS ARCHITECTURE FOR A PLANNING AND PROGRAMMING STUDY FOR A NEW PUBLIC WORKS FACILITY; AND DECLARING AN EMERGENCY.**

Executive Summary: This project is for a professional, architectural planning and programming study for a preliminary design of the proposed Public Works facility to be located on Hines Hill Road. This planning contract will identify space allocations, programming needs, and project construction cost estimates for the new facility.

Attachments: [Resolution No. 17-67](#)

Resolution No. 17-67 was passed on the Consent Agenda.

Items Removed from the Consent Agenda

- E. [17-68](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH SECURITY MICROIMAGING CORPORATION (DBA KIRIWORKS) TO PURCHASE ONBASE ENTERPRISE CONTENT MANAGEMENT SOFTWARE AND ASSOCIATED PROFESSIONAL SERVICES.**

Executive Summary: OnBase is a content management software suite created by Hyland Software out of Westlake, Ohio. As part of the City's continuous improvement initiative, OnBase will ultimately allow the City to eliminate paper and drive efficiencies throughout the organization. Professional services provided by Kiriworks will include implementation and on-going assistance.

Attachments: [OnBase Implementation Plan](#)
[Resolution No. 17-68](#)

Mr. Hanink asked that Resolution No. 17-68 be removed from the Consent Agenda.

Mayor Basil read the title of Resolution No. 17-68, which constituted its first reading.

Mr. Hanink questioned the implementation plan with regards to cost savings and possible replacement of Legistar. Mr. Leedham said that an agenda management option could be selected at an additional cost in the future. He explained that investment in the recommended enterprise content management solution with OnBase would drive efficiencies that are difficult to quantify, but would include reduction in paperwork and documentation, accessibility of documents to the public, and creation of a central repository for documentation. Ms. Howington explained that staff will analyze the feasibility and cost of transitioning agenda management software in the future. Mr. Hanink was interested in the return on investment and quantifying cost savings. Mr. Kelemen requested additional discussion at a future workshop. Mr. Weinstein supported OnBase implementation.

A motion was made by Mr. Hanink, seconded by Mr. DeSaussure, to suspend the rules as provided in Section 220.03 of the Codified Ordinances to allow for passage of Resolution No. 17-68.

A subsidiary motion was made by Mr. DeSaussure, seconded by Mr. Hanink, that Resolution No. 17-68 be tabled to the May 16, 2017, Council Meeting, with discussion at the May 9, 2017, Council workshop. The motion carried by the following vote:

Aye: 6 - Mr. Hanink, Mr. Kelemen, Mr. Weinstein, Dr. Williams, Mrs. Bigham and Mr. DeSaussure

11. Legislation

- A. [17-54](#) **AN ORDINANCE AMENDING SECTION 230.04, FINANCIAL DISCLOSURE STATEMENT; REIMBURSEMENT OF COSTS TO MAYOR AND COUNCIL MEMBERS, OF THE CODIFIED ORDINANCES TO AUTHORIZE DIRECT PAYMENT TO THE OHIO ETHICS COMMISSION OF ANNUAL FILING FEES ON BEHALF OF ELECTED OFFICIALS.**
- Executive Summary:** Elected municipal officials must file annual Financial Disclosure Statements with the Ohio Ethics Commission. Section 230.04 of the Codified Ordinances provides legal authority for the City to use public funds to pay the filing fees by reimbursing the Mayor and Council members. This Ordinance will amend current language to allow for a more efficient payment method and to reflect current practices.
- Attachments:** [Ordinance No. 17-54](#)

Mayor Basil read the title of Resolution No. 17-54, which constituted its third reading.

A motion was made by Dr. Williams, seconded by Mr. DeSaussure, to pass Ordinance No. 17-54. The motion carried by the following vote:

Aye: 6 - Mr. Kelemen, Mr. Weinstein, Dr. Williams, Mrs. Bigham, Mr. DeSaussure and Mr. Hanink

12. Adjournment

There being no further business, Mayor Basil adjourned the Council meeting at 8:15 p.m.

David A. Basil, Mayor

Elizabeth Slagle, Clerk of Council

Upon approval by City Council, this official written summary of the meeting minutes shall become a permanent record, and the official minutes shall also consist of a permanent audio and video recording, excluding executive sessions, in accordance with Codified Ordinances, Section 220.03(d), Rules.