



City of Hudson, Ohio

Meeting Minutes - Draft

City Council

Craig A. Shubert, Mayor

William D. Wooldredge, President of Council (At-Large)

Beth A. Bigham, Council Member (Ward 4)

Hamilton DeSaussure, Jr., Council Member (At-Large)

Christopher W. Foster, Council Member (Ward 2)

Katherine R. Schlademan, Council Member (Ward 1)

Skylar J. Sutton, Council Member (Ward 3)

Vacant, Council Member (At-Large)

Jane Howington, City Manager

Matthew J. Vazzana, City Solicitor

R. Todd Hunt, Special Counsel

Elizabeth A. Slagle, Clerk of Council

Tuesday, June 2, 2020

6:30 PM

Via Video-Conference & Live-Stream

1. Call to Order

Mayor Shubert called to order the meeting of Hudson City Council at 6:36 p.m., in accordance with the Sunshine Laws of the State of Ohio, O.R.C. Section 121.22.

2. Executive Session

A motion was made by Mr. Wooldredge, seconded by Mr. DeSaussure, to enter into executive session to consider a personnel matter concerning the appointment of a public official and to interview applicants for the Architectural & Historic Board of Review. Mayor Shubert recessed the meeting at 6:37 p.m. after the motion carried unanimously.

Mayor Shubert reconvened the meeting at 7:44 p.m.

3. Pledge of Allegiance to the Flag

4. Roll Call

Present: 6 - Mrs. Bigham, Mr. DeSaussure, Mr. Foster, Ms. Schlademan, Mr. Sutton and Mr. Wooldredge

Staff in Attendance: Ms. Howington, City Manager; Mr. Vazzana, City Solicitor; Mrs. Slagle, Clerk of Council; Mr. Comeriato, Assistant City Manager - Operations; Mr. Ersing, Broadband Manager; Mr. Gerbracht, HCTV Operations Manager; Mr. Hannan, Community Development Director; Mr. Knoblauch, Assistant City Manager - Financial/Special Projects; Mr. Kosco, City Engineer; Mr. Leedham, Innovation & Technology Director; Mr.

Sheridan, Assistant City Manager - Professional Services; and Mr. Tabak, Police Chief.

5. Approval of the Minutes

A. [20-0075](#) Minutes of Previous Council Meetings

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

Attachments: [May 19, 2020 Council Meeting Minutes - DRAFT](#)

[May 26, 2020 Council Workshop Minutes - DRAFT](#)

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

6. Public Comments

None.

7. Correspondence and Council Comments

Mr. Wooldredge read a letter from Nicole Alverson, President of the Hudson Area Chamber of Commerce, in support of proposed outdoor patio dining for Downtown 140, and expressed his personal support, as well. He reported that the Hudson Community Foundation is offering a grant program to support small businesses and restaurants in Hudson.

Mrs. Bigham reported on a recent Cemetery Board meeting and said that discussion topics included grave site restoration work, budgetary issues, and a number of other interesting projects.

Mr. Foster reported on a recent Environmental Awareness Committee meeting and said that members discussed the need for a recycling bin in the downtown area for the downtown merchants. Pending the May Financial Report, he offered support for this expense. Mrs. Bigham expressed disappointment after witnessing a worker in the downtown area this week emptying both recycling items and trash into the same stream. She noted that if the City pursues a recycling bin in the downtown, staff should ensure that the items are actually being recycled.

Mayor Shubert encouraged consideration and mindfulness about the challenging effects of the COVID-19 pandemic on individuals and businesses, as well as the additional challenges the nation faces due to concerns for all lives and emotional responses to recent events in Minneapolis, Minnesota.

8. Report of Manager

Ms. Howington said that the Police Chief will address public safety issues, including an update regarding local demonstrations and a status report on COVID-19, and the Finance Director will report on May financials.

She reported on City operations, commented on trash and recycling, work modifications, maintaining service levels, and a possible need for the City to review the Comprehensive Plan again in light of changes due to COVID-19. She also announced that Parks trails are two-way and asked that people to be mindful of trail etiquette and social distancing.

A. COVID-19 Update & Public Safety Report

Chief Tabak reported that COVID-19 restrictions have been lifted or modified, with no increase in complaints or problems, the City has reinstated solicitor permits, staff remains healthy, and equipment is good. Ms.

Howington commented that residents should not feel compelled to answer the door for a solicitor and should call 911 if they felt threatened.

He reported on a small group of protestors at the State Routes 91 / 303 intersection, describing the event as a calm vigil, very orderly, with no criminal acts and no policing or law enforcement issues. With many people feeling agitated and scared due to reports of violence elsewhere, he said that City's police staff is monitoring information and is highly trained and prepared to protect citizens. Ms. Schlademan thanked the Chief for allowing the peaceful protest and asked if the police are doing anything to counteract systemic racism. Chief Tabak said that police staff is very educated and compassionate, trained in areas such as crisis intervention, cultural diversity, and verbal judo.

Mrs. Bigham encouraged citizens to subscribe to emergency updates and Code Red alert, and Ms. Howington suggested that people also sign up for City news updates.

Chief Tabak also commented on the proposed DORA program from a law enforcement perspective, relating positive feedback received from other cities and providing full support for the program.

This matter was discussed.

B. Financial Update

Mr. Knoblauch shared financial information and impacts of COVID-19 during March through May, and he presented the financial materials attached to file #20-0081 (below). Discussion followed. Mr. Foster encouraged residents who ordinarily work outside of Hudson and who have been working remotely from home to complete and submit Regional Income Tax Agency Form 10A to request a refund of income taxes paid to another city in order to pay them to Hudson.

20-0081 Financial Update Materials

Attachments: Income Taxes Budget vs Actual Revenue Tracking
 Gas Tax & Golf Budget vs Actual Revenue Tracking

Information was presented, and this matter was discussed.

9. Discussion Item

A. [20-0076](#) Road Program Update

Brief Description: The City Engineer will review the status of the City's road programs and striping program and will also provide an overview of the revised striping plan for Park Lane and Village Way.

Attachments: [Asphalt Road Status 5-28-20](#)
 [Park Lane and Village Way 60 Degree Parking with One-Way Traffic](#)

Elected officials confirmed their availability to attend an informational road tour on Saturday, July 11, 2020.

Mr. Kosco provided a road program update, providing information on asphalt resurfacing, concrete overlays, concrete restoration projects, crack-sealing, striping, and asphalt patching. He said that staff has received fewer complaints this year, due to the robust program approved by Council.

He also presented a concept plan for making Park Lane and Village Way one-way streets, noting that an Ordinance will require Council approval in July if there is a desire to move forward with this.

Information was presented, and this matter was discussed.

10. Appointments

A motion was made by Mr. Wooldredge, seconded by Ms. Schlademan, to appoint Mr. Shane Reid and to re-appoint Mr. Christopher Bach to serve on the Architectural & Historic Board of Review for full terms commencing June 21, 2020. The motion carried by the following vote:

Aye: 6 - Mrs. Bigham, Mr. DeSaussure, Mr. Foster, Ms. Schlademan, Mr. Sutton and Mr. Wooldredge

11. Suspension of the Rules for the Consent Agenda

A motion was made by Mr. Wooldredge, seconded by Mr. Foster, to suspend the rule requiring three readings to allow for passage of legislation on the Consent Agenda. The motion carried by the following vote:

Aye: 6 - Mr. DeSaussure, Mr. Foster, Ms. Schlademan, Mr. Sutton, Mr. Wooldredge and Mrs. Bigham

Approval of the Consent Agenda

A motion was made by Mr. Wooldredge, seconded by Mrs. Bigham, to approve the Consent Agenda. The motion carried by the following vote:

Aye: 6 - Mr. Foster, Ms. Schlademan, Mr. Sutton, Mr. Wooldredge, Mrs. Bigham and Mr. DeSaussure

A. [20-66](#)

A RESOLUTION DIRECTING THE SUMMIT COUNTY BOARD OF ELECTIONS TO HOLD A SPECIAL ELECTION CONCURRENT WITH THE REGULAR GENERAL ELECTION ON NOVEMBER 3, 2020, TO FILL THE VACANT AT-LARGE COUNCIL MEMBER POSITION IN ACCORDANCE WITH SECTION 3.11 OF THE CHARTER OF THE CITY OF HUDSON; AND DECLARING AN EMERGENCY.

Brief Description: Pursuant to Council direction at the meeting of May 5, 2020, this Resolution calls for a Special Election on November 3, 2020, to fill the vacant Council position due to Dr. Williams' resignation.

Attachments: [Resolution No. 20-66](#)

Resolution No. 20-66 was passed on the Consent Agenda.

12. Legislation

- A. [20-44](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH IVIDEO FOR THE PURCHASE OF AUDIO EQUIPMENT FOR THE TOWN HALL COUNCIL CHAMBERS.**
Brief Description: This Resolution will authorize the City Manager to enter into a contract with iVideo for the needed audio equipment for the Council Chambers room at Town Hall, 27 E. Main Street. This audio equipment will benefit all public meetings in the Council Chambers room.

Attachments: [Resolution No. 20-44](#)

A motion was made by Mr. Wooldredge to pass Resolution No. 20-44, but the motion failed for lack of a second.

- B. [20-63](#) **A RESOLUTION AMENDING RESOLUTION NO. 20-12 TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A CONTRACT WITH LIBERTA CONSTRUCTION FOR THE STATE ROUTE 91 NORTH TURN LANE IMPROVEMENT PROJECT (PID 93822); AND DECLARING AN EMERGENCY.**
Brief Description: The project will include the addition of left turn lanes at Valley View Road, Herrick Park Drive & Hines Hill Road, resurfacing of SR 91 from Brandywine Drive to Middleton Road, the installation of an 8' sidewalk on the east side of the road, and bike lanes on both sides of the road from Brandywine Drive to Middleton Road. Project bids were received and were in excess of the amount previously approved.

Attachments: [Financial Summary 5-26-2020](#)
[Responses to Questions](#)
[SR 91 N Turn Lane Bid Tabulation](#)
[Resolution No. 20-63 \(as revised 6-02-2020\) redline](#)

Mayor Shubert read the title of Resolution No. 20-63, which constituted its second reading.

A motion was made by Mr. Wooldredge, seconded by Mr. DeSaussure, to suspend the rule requiring three readings to allow for passage of Resolution No. 20-63. The motion carried by the following vote:

Aye: 6 - Mr. Sutton, Mr. Wooldredge, Mrs. Bigham, Mr. DeSaussure, Mr. Foster and Ms. Schlademan

Responding to Mayor Shubert's question, staff confirmed the accuracy of language and figures, as stated in Resolution No. 20-63.

A motion was made by Mr. Wooldredge, seconded by Ms. Schlademan, to pass Resolution No. 20-63. The motion carried by the following vote:

Aye: 6 - Mr. Wooldredge, Mrs. Bigham, Mr. DeSaussure, Mr. Foster, Ms. Schlademan and Mr. Sutton

- C. [20-64](#) **AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF \$3,850,000 OF NOTES, IN ANTICIPATION OF THE ISSUANCE OF BONDS, FOR THE PURPOSE OF PAYING COSTS OF ACQUIRING AND INSTALLING EQUIPMENT AS PART OF THE CITY'S MUNICIPAL BROADBAND SERVICES SYSTEM PROJECT.**
- Brief Description:** This Ordinance authorizes internal borrowing for the installation of the broadband services system (Velocity Broadband). These roll forward the notes issued in 2019 of \$3,850,000 for five months so they mature at the same time as other currently outstanding notes. For cost savings purposes, we plan to roll these notes into one large bond issue in December 2020.
- Attachments:** [Fiscal Officer's Certificate](#)
 [Ordinance No. 20-64](#)

Mayor Shubert read the title of Resolution No. 20-64, which constituted its second reading.

- D. [20-65](#) **AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE HUDSON COMMUNITY IMPROVEMENT CORPORATION FOR A COVID-19 SMALL BUSINESS RELIEF LOAN PROGRAM AND APPROPRIATING FUNDS THEREFOR.**
- Brief Description:** This Ordinance will authorize the COVID-19 Small Business Relief Loan Program through the Hudson Community Improvement Corporation (HCIC).
- Attachments:** [HCIC Articles of Incorporation](#)
 [HCIC Code of Regulations](#)
 [HCIC Members \(5-27-2020\)](#)
 [Proposed Agreement with HCIC for COVID-19 Small Business Relief Loan Program](#)
 [Exhibit A to HCIC Agreement - Loan Eligibility and Terms](#)
 [Ordinance No. 20-65](#)

Mayor Shubert read the title of Resolution No. 20-65, which constituted its second reading.

- E. [20-67](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AMENDMENT TO THE CONTRACT WITH CROWN CASTLE FIBER, LLC FOR INCREASING BANDWIDTH CAPABILITY.**
- Brief Description:** Velocity broadband's current internet provider contract with Crown Castle Fiber, LLC (formerly Lighttower Fiber Networks) established initial bandwidth service pricing to upgrade service bandwidth as customer demands would require. Due to current usage trends, staff now seeks to execute an upgrade to provide adequate bandwidth to existing and future customers.
- Attachments:** [Resolution No. 19-102, passed 7-30-2019](#)
 [VBB Bandwidth Increase - Q&A and supplemental info.](#)
 [Resolution No. 20-67](#)

Mayor Shubert read the title of Resolution No. 20-67, which constituted its first reading.

- F. [20-68](#) **A RESOLUTION AMENDING RESOLUTION NO. 04-183 TO EXPAND THE AREA WHERE OUTDOOR DINING MAY BE LICENSED ON PUBLIC SIDEWALKS WITHIN THE DOWNTOWN AREA; AND DECLARING AN EMERGENCY.**

Brief Description: Authorization for the City Manager to enter the City of Hudson into a License Agreement with restaurants in the downtown district for outdoor dining within the Downtown Hudson right-of-way sidewalk zone.

Attachments: [Res. No. 04-183 Outdoor Dining Master Agreement, passed 10/6/2004](#)
[Res. No. 11-103, passed 10/5/2011](#)
[Res. No. 11-104, passed 10/5/2011](#)
[License Agmt. Outdoor Dining 2020](#)
[Outdoor Dining Area Boundary](#)
[Resolution No. 20-68](#)

Mayor Shubert read the title of Resolution No. 20-68, which constituted its first reading.

A motion was made by Mr. Wooldredge, seconded by Ms. Schlademan, to suspend the rule requiring three readings to allow for passage of Resolution No. 20-68. The motion carried by the following vote:

Aye: 6 - Mrs. Bigham, Mr. DeSaussure, Mr. Foster, Ms. Schlademan, Mr. Sutton and Mr. Wooldredge

Responding to Mr. DeSaussure's question, Mr. Hannan confirmed that there appears to be adequate spacing on sidewalks to accommodate outdoor dining and pedestrians. Discussion followed concerning the City's administrative approval and termination process and state liquor permits.

A motion was made by Mr. Wooldredge, seconded by Mr. Foster, to pass Resolution No 20-68. The motion carried by the following vote:

Aye: 6 - Mr. DeSaussure, Mr. Foster, Ms. Schlademan, Mr. Sutton, Mr. Wooldredge and Mrs. Bigham

- G. [20-69](#) **A RESOLUTION APPROVING THE CREATION OF A DESIGNATED OUTDOOR REFRESHMENT AREA FOR THE CONSUMPTION OF ALCOHOL IN SPECIFIED PUBLIC AREAS OF DOWNTOWN HUDSON, ENACTING REGULATIONS THEREFOR; AND DECLARING AN EMERGENCY.**

Brief Description: Authorization to establish a Designated Outdoor Refreshment Area (DORA) within Downtown Hudson.

Attachments: [Application for establishment of Downtown Hudson DORA](#)
[Notice of Public Hearing on 6-16-2020](#)
[Resolution No. 20-69](#)

Mayor Shubert read the title of Resolution No. 20-69, which constituted its first reading.

13. Executive Session

None.

14. Adjournment

There being no further business, Mayor Shubert adjourned the Council meeting at 9:17 p.m.

Craig A. Shubert, 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.