



City of Hudson, Ohio

Meeting Minutes - Final

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)

Nicole V. Kowalski, Council Member (At-Large)

Katherine R. Schlademan, Council Member (Ward 1)

Skylar J. Sutton, Council Member (Ward 3)

Jane Howington, City Manager

Matthew J. Vazzana, City Solicitor

R. Todd Hunt, Special Counsel

Elizabeth A. Slagle, Clerk of Council

Tuesday, November 16, 2021

7:30 PM

Town Hall
27 East Main Street

1. Call to Order

Mayor Shubert called to order the meeting of Hudson City Council at 7:30 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. Foster, Mrs. Kowalski, Ms. Schlademan, Mr. Wooldredge and Mr. Sutton

Absent: 1 - Mr. DeSaussure

Staff in Attendance: Ms. Howington, City Manager; Mr. Vazzana, City Solicitor (virtual); Mrs. Slagle, Clerk of Council; Mr. Comeriato, Assistant City Manager - Operations; Mr. Griffith, Management/Budget Director; Mr. Hannan, Community Development Director; Mr. Knoblauch, Assistant City Manager - Financial/Special Projects; Mr. Leiter, HCTV Production Assistant; Mr. Sheridan, Assistant City Manager - Professional Services; and Mrs. VanBlarcum, HCTV Programming Director.

4. Approval of the Minutes

A. [21-0100](#) Minutes of Previous Council Meetings

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

Attachments: [November 9, 2021 Meeting and Workshop Minutes - DRAFT](#)
[November 16, 2021 Meeting Minutes - DRAFT](#)
[November 23, 2021 Council Workshop Minutes - DRAFT](#)

Approval of the minutes for the regular meeting and workshop held on November 9, 2021, was postponed to the next Council meeting.

5. Honorary Resolution

- A. [21-132](#) **A RESOLUTION HONORING AND THANKING BARBARA BREEDON VANBLARCUM FOR HER SERVICE TO THE HUDSON COMMUNITY.**
Brief Description: This Resolution provides recognition and thanks to Mrs. VanBlarcum upon her retirement for her dedicated service as the Programming Director for Hudson Community Television.

Attachments: [Resolution No. 21-132](#)

Mrs. Kowalski read Resolution No. 21-132 in its entirety. Elected officials thanked Mrs. VanBlarcum for her tireless efforts and excellent work, and she expressed appreciation for the recognition. She recounted HCTV's history and how 25 years ago, she and other members of a local committee spearheaded by then Councilwoman Jane Waterson, asked Council for their support. She thanked Hudson City Schools for supporting HCTV. She explained that station operations rely largely on cable fees and volunteers and is a unique department of the City that offers public access and a public platform. She recognized Frank Youngwerth, Liz Murphy and Tom Vince for their contributions to HCTV and noted the time capsule of archived videos available via the City's website.

A motion was made by Mrs. Kowalksi, seconded by Mr. Wooldredge to pass Resolution No. 21-132. Mayor Shubert declared the Resolution passed after the motion carried by the following vote:

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

6. Special Recognition

- A. [21-0103](#) **Special Thanks to William D. Wooldredge for His Service to the Hudson Community.**
Brief Description: A special thanks to Mr. Wooldredge for twelve years of dedicated service as a member of the Hudson City Council.

Attachments: [Recognition](#)

Mr. Wooldredge accepted this recognition and stated that it has been an honor and a privilege to serve on City Council.

Mayor Shubert read a statement, recognizing Mr. Wooldredge for his service on Hudson City Council.

- B. [21-0104](#) **Special Thanks to J. Daniel Williams for His Service to the Hudson Community.**
Brief Description: A special thanks to Dr. Williams for thirteen and one-half

years of dedicated service as a member of the Hudson City Council.

Attachments: [Recognition](#)

Dr. Williams thanked Hudson voters for electing him. He expressed appreciation to his fellow Council members and said that he enjoyed working and serving together with them. In addition, he thanked the City's administrative staff and his wife for their support. He encouraged the new Council to focus on what is good for the citizens of Hudson.

Mr. Wooldredge read a statement, recognizing Dr. Williams for his service on Hudson City Council.

C. [21-0105](#) **Special Thanks to Hamilton DeSaussure, Jr. for His Service to the Hudson Community.**

Brief Description: A special thanks to Mr. DeSaussure for eighteen and one-half years of dedicated service as a member of the Hudson City Council.

Attachments: [Recognition](#)

Mr. Wooldredge asked that the statement of recognition be forwarded to Mr. DeSaussure, who was not in attendance.

Mr. Wooldredge read a statement, recognizing Mr. DeSaussure for his service on Hudson City Council.

7. **Public Comments**

Mr. Pacifique Niyonzima, Hudson's Special Envoy to the Republic of Rwanda, and a delegation from the country of Rwanda attended the meeting and spoke about their country and the desire to establish a sister city relationship between Rwanda and Hudson to share cultures and economic opportunities. They reported that the University of Rwanda recently signed a Memorandum of Understanding with Kent State University to partner on some endeavors. Ms. Howington provided an overview of the City of Hudson's structure, introduced support staff, offered resources and encouraged pursuit of this endeavor.

Dr. Patricia Goetz, 16 College Street, congratulated the Council members elect. She also expressed concerns, based on reactions to downtown development plans, that Hudson may have a reputation of being a City that is difficult to work with for developers. She urged Council to work collaboratively with Fairmount Properties, based on their past performance with First & Main.

Ms. Karen Farkas, 7286 Glastonbury Drive, provided an update on the recall drive for Mayor Shubert, indicating that the drive was paused primarily due to the re-election of current school board members. She stated that there is no time limit on petitions, and it could be resume at any time.

8. **Correspondence and Council Comments**

Mrs. Kowalski reported that the Mayor, City Manager and she spoke about government with Montessori School students earlier that day.

Mrs. Bigham thanked the Rwandan delegation, Mr. Niyonzima, and Mayor Shubert for their efforts.

Ms. Schlademan also thanked the delegation. Relative to the vote on the Downtown Phase 2 Project (Resolution No. 21-116) at the last meeting, she expressed concern that an important email had not been shared with all members until just before the vote. She encouraged Council members to work together in the future.

9. Report of Manager

Ms. Howington shared appreciation for Council efforts to move the Five-Year Plan and other important operational items forward. She also thanked all those honored earlier for their dedication and service to the community.

10. Appointments

Mr. Wooldredge encouraged interested residents to apply for the Cemetery Board by November 26, 2021, or the Environmental Awareness Committee by December 10, 2021.

11. Suspension of the Rules for the Consent Agenda

A motion was made by Mr. Wooldredge, seconded by Mrs. Kowalski, 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. Foster, Mrs. Kowalski, Ms. Schlademan, Mr. Wooldredge, Mr. Sutton and Mrs. Bigham

Approval of the Consent Agenda

A motion was made by Mr. Wooldredge, seconded by Mrs. Bigham, to approve the Consent Agenda. Mayor Shubert declared all items passed after the motion carried by the following vote:

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

A. [21-0101](#) A Motion to Approve the Proposed 2022 City Council Meeting Schedule.

Brief Description: A proposed meeting schedule for the new year has been prepared for Council's review and approval.

Attachments: [2022 Council Meetings Schedule - DRAFT](#)
[2022 Council Calendar Overview - DRAFT](#)

Motion No. 21-0101 was passed on the Consent Agenda.

B. [21-0102](#) A Motion to Acknowledge the Timely Receipt of the October 2021 Monthly Financial Report

Brief Description: Financial summaries are provided each month for Council's review.

Attachments: [October 2021 Financial Report](#)

Motion No. 21-0102 was passed on the Consent Agenda.

C. [21-133](#) A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A TWO-YEAR CONTRACT FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES WITH QUALITY

CONTROL INSPECTION, INC.

Brief Description: The City of Hudson Engineering Department currently performs public inspections with our staff and the City also contracts with a private construction management and inspection services on various capital improvement projects and for private developments as they arise within the City, on an as needed basis.

Attachments: [QCI Costs to date 2021-2012](#)

[Agreement - QCI](#)

[Resolution No. 21-133](#)

Resolution No. 21-133 was passed on the Consent Agenda.

D. [21-134](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ADVERTISE FOR COMPETITIVE BIDS FOR THE ADAPTIVE TRAFFIC SIGNAL SYSTEM - PHASE 1 PROJECT.**

Brief Description: The Adaptive Traffic Signal System Project will replace the existing traffic control system within the downtown areas of Hudson to make the intersections safer and reduce traffic congestion.

Attachments: [Exhibit A - Locations](#)

[Exhibit B - Cost Breakdown](#)

[Resolution No. 21-134](#)

Resolution No. 21-134 was passed on the Consent Agenda.

E. [21-135](#) **AN ORDINANCE AMENDING THE CITY'S PAY RANGE STRUCTURE AND PAY RANGE ASSIGNMENTS SCHEDULE ADOPTED BY ORDINANCE NO. 20-127.**

Brief Description: This Ordinance authorizes an annual salary adjustment for the City's non-bargaining unit employees. The pay bands provided in the Pay Range Structure chart attached to the Ordinance have each been adjusted by a factor of 1.02 over the 2021 Pay Range Structure figures. This Ordinance also amends the City's Pay Range Assignment Schedule.

Attachments: [2022 Pay Range Structure - Non Union](#)

[2022 Pay Range Assignments](#)

[Ordinance No. 21-135](#)

Ordinance No. 21-135 was passed on the Consent Agenda.

F. [21-136](#) **AN ORDINANCE AMENDING CHAPTER 254 OF THE CODIFIED ORDINANCES ENTITLED "EMPLOYEE HANDBOOK AND PERSONNEL RULES", AS INITIALLY ADOPTED AND AS SUBSEQUENTLY AMENDED FROM TIME TO TIME BY CITY COUNCIL.**

Brief Description: This ordinance authorizes amendments to the Employee Handbook and Personnel Rules, as approved by the Personnel Advisory and Appeals Board (PAAB) on October 20, 2021.

Attachments: [Summary of Employee Handbook Proposed Changes 2022](#)
[Employee Handbook with Proposed Amendments \(DRAFT 10.21.2021\)](#)
[Exhibit A - Proposed Amendments](#)
[Ordinance No. 21-136](#)

Ordinance No. 21-136 was passed on the Consent Agenda.

- G. [21-137](#) **A RESOLUTION AUTHORIZING ADVANCES OF LOCAL TAXES.**
Brief Description: Ohio Revised Code Section 321.34, requires all local authorities entitled to advancement of funds must submit a resolution authorizing advances of local taxes each year. This resolution entitles the City to receive tax advances from Summit County for 2022.
Attachments: [Ohio Revised Code, Section 321.34 Advance payment to local authorities](#)
[Resolution No. 21-137](#)

Resolution No. 21-137 was passed on the Consent Agenda.

- H. [21-138](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO CONTRACTS FOR THE ACQUISITION OF TEMPORARY EASEMENTS FOR THE STATE ROUTE 91 SOUTH WIDENING PROJECT (PID# 106445) FOR RIGHT-OF-WAY PURPOSES.**
Brief Description: Due to the widening of the roadway and other improvements, temporary right-of-way acquisitions are required for the project. There will be approximately 14 parcels requiring temporary right-of-way acquisitions.
Attachments: [Summary Sheet](#)
[Parcel Plans](#)
[Resolution No. 21-138](#)

Resolution No. 21-138 was passed on the Consent Agenda.

- I. [21-139](#) **A RESOLUTION DECLARING THE CITY'S INTENT TO APPROPRIATE PROPERTY FROM VARIOUS PROPERTY OWNERS FOR THE MAKING OF ROADS OPEN TO THE PUBLIC WITHOUT CHARGE; AND DECLARING AN EMERGENCY.**
Brief Description: Acquisition of these parcels is necessary for the improvement of SR 91 South from Stoney Hill Drive to Barlow Road in association with the SR 91 South Widening (PID 106445). The City's consultant, O.R. Colan Associates, has been diligently trying to acquire the temporary easements, but has been unsuccessful with the properties noted below. Consequently, staff is requesting an emergency clause to keep the project on schedule according to the timetable

approved by the Ohio Department of Transportation (ODOT).

Attachments: [Appropriation Memo to Council](#)
 [Parcel Plans](#)
 [Exhibit A - Legal Descriptions](#)
 [Resolution No. 21-139](#)

Resolution No. 21-139 was passed on the Consent Agenda.

- J. [21-140](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH SUMMACARE FOR CERTAIN HEALTH BENEFIT PLAN SERVICES; AND DECLARING AN EMERGENCY.**
- Brief Description:** The City of Hudson provides certain health benefits (medical and prescription drug coverage) to regular full-time city employees. The attached legislation seeks Council’s authorization for the City Manager to enter into a contract with SummaCare (Summa) for health benefit plan services for the period of January 1, 2022 through December 31, 2022.
- Attachments: [Resolution No. 21-140](#)

Resolution No. 21-140 was passed on the Consent Agenda.

12. **Legislation**

- A. [21-123](#) **A RESOLUTION ACCEPTING THE CITY MANAGER’S RECOMMENDATION NOT TO IMPLEMENT THE GROWTH MANAGEMENT RESIDENTIAL DEVELOPMENT ALLOCATION SYSTEM DURING CALENDAR YEAR 2022.**
- Brief Description:** The City is not removing the Growth Management Allocation System; however, because of no appreciable population change, the system would not be implemented for 2022.
- Attachments: [GMA Annual Report to City Council 10.21 for year 2022](#)
 [Notice of Public Hearing on 11.9.2021](#)
 [Resolution No. 21-123](#)

Mayor Shubert read the title of Resolution No. 21-123, which constituted its third reading.

A motion was made by Mr. Wooldredge, seconded by Mrs. Bigham, to pass Resolution No. 21-123. Mayor Shubert declared the Resolution passed after the motion carried by the following vote:

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

- B. [21-124](#) **A RESOLUTION ADOPTING IN CONCEPT THE CITY OF HUDSON FIVE-YEAR PLAN 2022-2026.**
- Brief Description:** This resolution adopts in concept the City’s Five-Year Plan.

Attachments: [2022 - 2026 Five-Year Plan - Final Draft \(11.9.2021\)](#)
[Summary of Changes to 2022-2026 Five Year Plan \(11.9.2021\)](#)
[Resolution No. 21-124](#)

Mayor Shubert read the title of Resolution No. 21-124, which constituted its third reading.

A motion was made by Mr. Wooldredge, seconded by Mr. Foster, to pass Resolution No. 21-124. Mayor Shubert declared the Resolution passed after the motion carried by the following vote:

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

- C. [21-125](#) **AN ORDINANCE TO MAKE APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF HUDSON, COUNTY OF SUMMIT, STATE OF OHIO, DURING THE FISCAL YEAR BEGINNING JANUARY 1, 2022 AND ENDING DECEMBER 31, 2022.**

Brief Description: This Ordinance establishes the City's budget for 2022.

Attachments: [Ordinance No. 21-125 \(as revised 11.9.2021\)](#)

Mayor Shubert read the title of Ordinance No. 21-125, which constituted its third reading.

A motion was made by Mr. Wooldredge, seconded by Mr. Foster, to pass Ordinance No. 21-125. Mayor Shubert declared the Ordinance passed after the motion carried by the following vote:

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

- D. [21-141](#) **AN ORDINANCE AMENDING CHAPTER 1205, "ZONING DISTRICTS - CITY OF HUDSON ZONING MAP," CHAPTER 1206, "USE REGULATIONS," AND CHAPTER 1213, "DEFINITIONS," OF THE LAND DEVELOPMENT CODE TO INCORPORATE REGULATIONS TO CONDITIONALLY PERMIT FIREWORKS STORAGE AND FIREWORKS RETAIL FACILITIES.**

Brief Description: Land Development Code text amendment request to permit Fireworks Storage and Fireworks Retail Facilities as a conditional use within District 1: Suburban Residential Neighborhood.

Attachments: [PC 21-689 Decision - Fireworks Text Amendment](#)
[Staff Report for 10.11.21 PC Meeting](#)
[Staff Report for 9.13.21 PC Meeting](#)
[Staff report for 7.26.21 PC Meeting](#)
[Public Hearing Notice \(12.7.2021\)](#)
[Agreement Letter signed by Roberto Sorgi 12-6-2021](#)
[Ordinance No. 21-141](#)

Mayor Shubert read the title of Ordinance No. 21-141, which constituted its first reading.

- E. [21-142](#) **AN ORDINANCE ACCEPTING DEDICATION OF THE PUBLIC STREETS, EASEMENTS, AND PUBLIC IMPROVEMENTS WITHIN THE RESERVE AT RIVER OAKS PHASES III AND IV SUBDIVISIONS; AND DECLARING AN EMERGENCY.**
Brief Description: Subdivision improvements have been installed and public right-of-way has been dedicated at Reserve at River Oaks Subdivision Phases III and IV. The applicant is requesting that City Council accept the dedication of these improvements and right-of-way.
Attachments: [River Oaks Phasing Plan](#)
 [Engineers Acceptance](#)
 [Ordinance No. 21-142](#)

Mayor Shubert read the title of Ordinance No. 21-142, which constituted its first reading.

13. Executive Session

A motion was made by Mr. Wooldredge, seconded by Mr. Foster, to enter into executive session to consider the purchase of property for public purposes. Mayor Shubert recessed the meeting at 8:38 p.m. after the motion carried by the following vote:

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

In addition to elected officials and administrative staff, Mr. Banweg and Mrs. Heater attended the executive session.

Mayor Shubert reconvened the meeting at 9:12 p.m.

14. Adjournment

There being no further business, Mayor Shubert adjourned the Council meeting at 9:12 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.

