



City of Hudson, Ohio

Meeting Minutes - Draft

City Council

William A. Currin, Mayor

David A. Basil, City Council President (Ward 2)

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

Dennis N. Hanink, City Council Member (Ward 1)

Alex D. Kelemen City Council Member (Ward 3)

Keith W. Smith, City Council Member (Ward 4)

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

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

Anthony J. Bales, City Manager

R. Todd Hunt, City Solicitor

Elizabeth A. Slagle, Clerk of Council

Wednesday, July 31, 2013

7:30 PM

Town Hall

1. Call to Order

Mayor Currin called to order the meeting of Hudson City Council at 7:30 p.m.

2. Pledge of Allegiance to the Flag

3. Roll Call

Present: 6 - Mr. Basil, Mr. DeSaussure, Mr. Hanink, Mr. Smith, Dr. Williams and Mr. Wooldredge

Absent: 1 - Mr. Kelemen

Staff in Attendance: Mr. Bales, City Manager; Mr. Hunt, City Solicitor; Mr. Schroyer, Assistant City Manager; Mr. Comeriato, Public Works Director; Mr. Knoblauch, Finance Director; Mr. Sheridan, City Engineer; Mrs. Slagle, Clerk of Council; Mr. Varnes, Fire Chief.

4. Approval of the Minutes

A. 13-0113 Minutes from previous meetings.

Attachments: [Council Mtg Minutes 7-17-13 DRAFT](#)

[Workshop Minutes 7-23-13 DRAFT](#)

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

5. Honorary Resolutions & Recognitions

A. 13-101 A RESOLUTION THANKING MR. FRED B. ESSEX FOR HIS SERVICE TO THE HUDSON COMMUNITY.

Executive Summary: This Resolution provides recognition and thanks to Mr. Essex for his dedicated service as a City of Hudson employee.

Attachments: [Resolution No 13-101](#)

Mayor Currin read this Resolution in its entirety and expressed his personal thanks for Mr. Essex's service, wishing him the best of health and prosperity in retirement. A copy of the Resolution will be mailed to Mr. Essex, who was not in attendance.

A motion was made by Mr. Basil, seconded by Mr. Wooldredge, that this Resolution be adopted. The motion carried by the following vote:

Aye: 6 - Mr. Basil, Mr. DeSaussure, Mr. Hanink, Mr. Smith, Dr. Williams and Mr. Wooldredge

B. 13-0114 PRESENTATION: RECOGNIZING MR. MICHAEL KNOBLAUCH AS THE RECIPIENT OF THE 2013 AMERICAN MUNICIPAL POWER (AMP) GORSUCH ACADEMIC SCHOLARSHIP.

Attachments: [AMP Scholarship Letter to M Knoblauch](#)

Mr. Jay S. Myers, Member Marketing Representative, provided background information regarding AMP, the City's wholesale power supplier. He described the scholarship program, as well as Mr. Michael Knoblauch's academic and athletic achievements and community involvement, noting that Michael will be pursuing a chemical engineering degree at University of Akron. He presented a check and congratulated Michael, one of four recipients of a \$2,000 Richard H. Gorsuch Scholarship, recent graduate of Hudson High School, and son of Finance Director Jeff Knoblauch and his wife, Leslie. Mr. Myers said that Michael was a very talented and deserving student.

Mayor Currin spoke on behalf of all Hudson citizens and congratulated Michael Knoblauch on his distinguished accomplishments, wishing him the best in college and his future endeavors.

6. Public Comments

None.

7. Correspondence and Council Comments

Mr. Basil thanked Mr. Bales and Mr. Sheridan for attending the Ward 2 Open Forum on July 30, 2013.

Mr. Basil announced remaining vacancies on the Environmental Awareness and Cable TV Advisory Committees, asking that citizens interested in these volunteer service opportunities submit applications by Wednesday, August 14, 2013. He noted that applicants must have a 2-year residency and be registered to vote.

As Council Liaison, Mr. Wooldredge provided an update on the Economic Growth Board, including plans for presentations to City Council regarding TECHudson, metrics, build-out analyses for District 8 and District 6 (modified); and the marketing program. He said that the annual business awards breakfast will be held on December 5, 2013, at 7:30 a.m., noting that this year's event is a joint effort among the Economic Growth Board, the Hudson Area Chamber of

Commerce, and the Hudson Economic Development Corporation.

Mr. Hanink spoke regarding new electrical boxes on Division Street, saying that he was pleased that Mr. Comeriato and his staff have found an alternative that is favorable to residents. He thanked Mr. Powell for taking the initiative to speak with the homeowner most directly affected.

Mr. Hanink said that he had received comments from residents regarding the recent water and sewer rate increases. He felt that the City had missed an opportunity to be proactive and communicate prior to enactment of the rate increases, and he encouraged the City Manager and staff to include a letter explaining the increases with the next billing.

8. Report of Manager

Mr. Bales provided updates on road reconstruction and resurfacing projects, including: work currently being performed on State Route 303; the Barlow and Terex Roads project, scheduled during mid-August through September; and the resurfacing of Hines Hill Road scheduled for late September through November. He said that staff is considering postponing the Middleton Road resurfacing project until next year due to concerns that, with coordination of the City of Akron's waterline bolt replacement project, the work will not be complete in time for inclement weather.

In addition, he said that the Cuyahoga Valley National Park has issued a draft deer management plan and will hold two informational meetings for the public at Happy Days Lodge on August 14, 2013.

Mr. Bales requested that Council conduct an executive session, in accordance with Ohio Revised Code Section 121.22, to discuss matters regarding imminent litigation.

9. Suspension of the Rules for the Consent Agenda

A motion was made by Mr. Wooldredge, seconded by Mr. Basil, to suspend the rules as provided in Section 220.03 of the Codified Ordinances. The motion carried by the following vote:

Aye: 6 - Mr. DeSaussure, Mr. Hanink, Mr. Smith, Dr. Williams, Mr. Wooldredge and Mr. Basil

Approval of the Consent Agenda

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

Aye: 6 - Mr. Hanink, Mr. Smith, Dr. Williams, Mr. Wooldredge, Mr. Basil and Mr. DeSaussure

A. 13-100

AN ORDINANCE AMENDING ORDINANCE NO. 12-169 MAKING APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF HUDSON DURING THE FISCAL YEAR ENDING DECEMBER 31, 2013 BY MAKING ADDITIONAL AND/OR AMENDED APPROPRIATIONS RELATED TO THE SECOND QUARTER OF 2013.

Executive Summary: This Ordinance will amend the original budget for 2013 to include expenditures that were previously not included. A summary of the requested amendments is attached.

Attachments: [Ordinance No 13-100](#)
 [Exhibit A - 2nd Q Approp 2013 - Amended](#)

This Ordinance was adopted by suspending the rules.

- B. 13-102 A RESOLUTION AMENDING RESOLUTION NO. 12-144 TO AUTHORIZE ADDITIONAL CONTINGENCY FUNDS FOR AN EXISTING CONTRACT WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR THE STATE ROUTE 303 RESURFACING PROJECT; AND DECLARING AN EMERGENCY.**

Executive Summary: Staff is requesting a 20% contingency for unforeseen issues that have arisen during the construction of the SR 303 Resurfacing Project from Corp. Line to Corp. Line. The 20% contingency was originally discussed at the November 7, 2012, Council meeting with the intent to come back to Council in 2013 for approval.

Attachments: [Resolution No 13-102](#)

This Resolution was adopted by suspending the rules.

- C. 13-103 AN ORDINANCE CREATING A ROAD RECONSTRUCTION FUND (445); AND DECLARING AN EMERGENCY.**

Executive Summary: The City sold \$5,000,000 in bonds to fund the acceleration of the road reconstruction program. In order to easily and accurately account for the bond proceeds and their use, the City is establishing a separate fund.

Attachments: [Ordinance No 13-103](#)

This Ordinance was adopted by suspending the rules.

10. Legislation

- A. 13-104 A RESOLUTION AUTHORIZING THE CITY TO PROVIDE EMERGENCY MUTUAL AID TO OTHER PARTICIPATING COMMUNITIES IN PORTAGE COUNTY AND SUMMIT COUNTY; AND DECLARING AN EMERGENCY.**

Executive Summary: The Portage/Summit Regional Collaboration Group was formed to give Portage and Summit County communities an opportunity to look at potential collaborative services between member municipalities. As part of this collaboration effort the organization has developed an emergency mutual aid agreement with regards to sharing city services on an emergency basis. The City of Hudson Public Works Department would like to participate in this regional approach mutual aid agreement.

Attachments: [Resolution No 13-104](#)

Mr. Basil said that he did not see any reason to delay passage of this Resolution.

A motion was made by Mr. Basil, seconded by Mr. Wooldredge, to suspend the rules as provided in Section 220.03 of the Codified Ordinances to allow for passage of this Resolution. The motion carried by the following vote:

Aye: 6 - Mr. Smith, Dr. Williams, Mr. Wooldredge, Mr. Basil, Mr. DeSaussure and Mr. Hanink

Mr. Basil noted that this is an example of collaboration with neighboring communities. Mr. Bales thanked Mr. Comeriato for his work on this project. Mayor Currin expressed appreciation for this

important collaborative effort.

A motion was made by Mr. Basil, seconded by Mr. Wooldredge, that this Resolution be adopted. The motion carried by the following vote:

Aye: 6 - Dr. Williams, Mr. Wooldredge, Mr. Basil, Mr. DeSaussure, Mr. Hanink and Mr. Smith

11. Other Items

Mayor Currin handed the meeting over to Council President Basil for the following discussion items.

A. 13-0115

Discussion: Legal requirements for written meeting minutes when utilizing audio/video recording devices.

Executive Summary: In light of recent enhancements to the City's website and the public availability of meeting recordings, it is contemplated that written minutes of Council meetings and workshops could be simplified if Council so desires.

Attachments: [City Solicitor's Opinion: Meeting minutes via video](#)
[Example of Legislation Details](#)

Mr. Bales recommended that City Council consider options to amend the Codified Ordinances regarding meeting minutes to improve the process and save staff time. He suggested dispensing with written minutes, requiring an action summary instead of detailed minutes, and relying on audio/video recordings to provide for in-depth discussion details. He noted that audio/video recordings are stored on multiple server locations through Granicus, and that staff maintains permanent records on DVD of recorded meetings, as well as audio recordings for back-up. Mr. Hunt added that the Codified Ordinances should identify someone to be responsible in the event an audio/video recording fails. Discussion followed, and there was consensus among Council members that written minutes should remain the official record, but the format could be simplified. Mr. DeSaussure said that reviewing written minutes is easier than watching audio/video recordings. There were concerns expressed regarding the permanence of digital and paper records. Council members and Mayor Currin agreed that audio/video recordings are a valuable supplemental resource. There was also consensus that the Clerk's presence at workshop meetings was not necessary, and that the task of reviewing the meeting and producing minutes could be accomplished during normal work hours, thereby reducing overtime costs.

This matter was considered by City Council. At Council's direction, staff will inspect the Codified Ordinances and propose amendments for further review.

B. 13-0117

Discussion: 2013 General Fund Year End Projection.

Executive Summary: Council requested an update of our year end projection for the General Fund.

Attachments: [Updated General Fund Five Year Plan](#)
[Original 2013-2017 5-year Plan General Fund](#)

Mr. Bales reviewed the current Five-Year Plan, noting that updates reflect excess revenues. He said that while the City is in a better position to do some controlled spending in the current year, the projected fund balance reflects carryovers of less than the targeted 40% in coming years. He recommended paying off the \$1.2 million note for demolition costs of the former Youth Development Center (YDC). While there was general consensus among Council members to pay off the YDC Demolition Note, Dr. Williams and Mr. Smith expressed interest in a measured approach to maintain budgeting flexibility. Discussion included concerns expressed regarding deficit spending, target carryover balance, and the desire to make connectivity plans a priority in the 2014 Budget and Five-Year Financial Plan. Other discussion items included use of Issue 3

revenue to fund connectivity projects including sidewalks and trails, General Fund transfers to subsidize golf course operations, and the long-term impacts of estate tax elimination and the State's substantial reductions to the Local Government Fund.

This matter was considered by Council.

C. 13-0116

Discussion: The Future Use of Town Hall.

Executive Summary: As the City offices have been moved out of Town Hall, there is a need to decide the future use of Town Hall.

Mr. Bales recommended that Council encourage all of its Boards and Commissions to meet at Town Hall in the upstairs meeting room in order to improve public access by utilizing audio/video recordings and the online system. For the second floor of Town Hall, he also recommended painting, maintenance, new carpeting and chairs, and conversion of offices for use by elected officials. He recommended that the City solicit proposals for use of the first floor of Town Hall in order to consider options for the most desirable long-term use. He said that the City had received several informal proposals, including one for use by the Hudson Fire Department Association.

Chief Varnes described proposed plans of the Hudson Fire Department Association for a fire museum and education center in the rear of the building, noting support offered by the Margaret Clark Morgan Foundation; and he suggested a collaborative use with Destination Hudson utilizing the front portion of the lower level. Discussion followed regarding this proposal, and while there was general support, there was consensus among Council members for staff to prepare a Request for Proposals, with direction that proposals should be solicited for use by non-profit organizations that would enhance the community and promote history.

This matter was considered by City Council members, who support staff's recommendations for usage of Town Hall. At Council's direction, staff will proceed with renovation plans for the second floor at a cost not to exceed \$25,000, and staff will draft a Request for Proposals for use of the first floor for Council's consideration and further discussion.

12. Executive Session

Mayor Currin recessed the meeting at 9:00 p.m.

A motion was made by Mr. Basil, seconded by Mr. Wooldredge, that Council enter into executive session to discuss imminent litigation, in accordance with Ohio Revised Code Section 121.22. The motion carried by the following vote:

Aye: 6 - Mr. Wooldredge, Mr. Basil, Mr. DeSaussure, Mr. Hanink, Mr. Smith and Dr. Williams

Mayor Currin reconvened the meeting at 9:30 p.m.

A motion was made by Mr. Basil, seconded by Mr. Wooldredge, that Council go out of executive session and into the regular meeting. The motion carried by the following vote:

Aye: 6 - Mr. Basil, Mr. DeSaussure, Mr. Hanink, Mr. Smith, Dr. Williams and Mr. Wooldredge

13. Adjournment

There being no further business, Mayor Currin adjourned the Council meeting at 9:31 p.m.

William A. Currin, Mayor

Elizabeth Slagle, Clerk of Council