



City of Hudson, Ohio

Meeting Minutes - Draft

City Council Workshop

David A. Basil, Mayor

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

Beth A. Bigham, Council Member (Ward 4)

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

Dennis N. Hanink, Council Member (Ward 1)

Alex D. Kelemen, Council Member (Ward 3)

Lisa Radigan, Council Member (Ward 2)

J. Daniel Williams, 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, April 9, 2019

7:30 PM

Town Hall

1. Call to Order

Present: 4 - Mr. Hanink, Mr. Kelemen, Ms. Radigan and Mr. Wooldredge

Absent: 3 - Mrs. Bigham, Mr. DeSaussure and Dr. Williams

Others & Staff in Attendance: Mayor Basil; Ms. Howington, City Manager; Mr. Comeriato, Assistant City Manager - Operations; Mr. Hannan, Community Development Director; Mr. Hutchinson, Assistant Public Works Director; Mr. Kosco, City Engineer; Mr. Leiter, Production Assistant; Mr. Powell, Assistant Public Works Director; Mr. Sheridan, Assistant City Manager - Professional Services; and Mr. Wash, Assistant Public Works Director.

2. Correspondence and Council Comments

Ms. Radigan provided an update on the Environmental Awareness Committee.

Mr. Wooldredge said that the next At-Large Open Forum will be held at 7:00 p.m. on April 30, 2019, at Town Hall, and he invited interested citizens to attend. Mr. Wooldredge also announced that the City will be accepting applications in the near future for new Economic Growth Board members, and applications for the Architectural and Historic Board of Review and Hudson Community Television Advisory Committee are due on May 3, 2019.

Mr. Hanink noted that much Legislation includes an emergency clause and asked that staff better prepare, so as to limit the need for emergency language. Ms. Howington stated that some bids, due to pricing, need to be awarded within a specific time frame, and she further stated that the Staff Report format was revised to require staff to explain why an emergency clause is needed.

3. Proposed Consent Agenda Items for Meeting of April 16, 2019

- A. [19-0035](#) **A Motion to Acknowledge the Timely Receipt of the March 2019 Monthly Financial Report**
Brief Description: Financial summaries are provided each month for Council's review.
Attachments: [March 2019 Financial Report](#)

This Motion was forwarded for further consideration at the April 16, 2019, Council meeting.

- B. [TMP-4112](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH NORTHERN FLOORING SPECIALISTS FOR THE PURCHASE AND INSTALLATION OF NEW CARPETING AT THE POLICE STATION FACILITY; AND DECLARING AN EMERGENCY.**
Brief Description: This project involves the removal of original carpet from the Police Department, prepping the sub floor and installing new carpet. The police station carpet was installed with the new construction in 2002. The carpet in high use and traffic areas within the facility have reached its useful life and require replacement.
Attachments: [2019 Permission to Bid](#)

This Resolution was forwarded for further consideration at the April 16, 2019, Council meeting.

- C. [TMP-4119](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR THE ACQUISITION OF A TEMPORARY EASEMENT WITH MICHAEL W. NEELY AND SHEILA B. NEELY (PARCEL 48-T) FOR THE STATE ROUTE 91 NORTH TURN LANE IMPROVEMENTS PROJECT (93822) FOR RIGHT-OF-WAY PURPOSES.**
Brief Description: Due to the widening of the roadway and other improvements, temporary and permanent right-of-way acquisitions are required for the project. There will be approximately 47 parcels requiring temporary and/or permanent right-of-way acquisitions.
Attachments: [Exhibit A](#)

This Resolution was forwarded for further consideration at the April 16, 2019, Council meeting.

- D. [TMP-4086](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR THE SALE AND PURCHASE OF REAL PROPERTY WITH THE WESTERN RESERVE ACADEMY (PARCEL 10-WD) FOR THE STATE ROUTE 91 NORTH TURN LANE IMPROVEMENTS PROJECT (93822) FOR RIGHT-OF-WAY PURPOSES.**
Brief Description: Due to the widening of the roadway and other improvements, temporary and permanent right-of-way acquisitions are required for the project. There will be approximately 47 parcels requiring temporary and/or permanent

right-of-way acquisitions.

Attachments: [Exhibit A](#)

This Resolution was forwarded for further consideration at the April 16, 2019, Council meeting.

- E. [TMP-4113](#) A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A LEASE-PURCHASE AGREEMENT WITH JOHN DEERE CONSTRUCTION & FORESTRY COMPANY TO FINANCE THE PURCHASE OF A BACKHOE FOR USE BY THE DEPARTMENT OF PUBLIC WORKS; TO AUTHORIZE THE PURCHASE OF THE BACKHOE FROM MURPHY TRACTOR AND EQUIPMENT; AND DECLARING AN EMERGENCY.

Brief Description: This resolution provides for the purchase and financing of a replacement backhoe for use in the Public Works Department.

Attachments: [2019 Permission to Bid](#)

This Resolution was forwarded for further consideration at the April 16, 2019, Council meeting.

- F. [TMP-4140](#) A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A LEASE-PURCHASE AGREEMENT WITH TCF EQUIPMENT FINANCE TO FINANCE THE PURCHASE OF TWO LEAF VACUUM TRAILERS FOR USE BY THE DEPARTMENT OF PUBLIC WORKS AND TO AUTHORIZE THE PURCHASE OF TWO LEAF VACUUM TRAILERS FROM CONCORD ROAD EQUIPMENT, MFG.; AND DECLARING AN EMERGENCY.

Brief Description: This resolution provides for the purchase and financing of two replacement leaf vacuum trailers for use in the Public Works Department.

Attachments: [2019 Permission to Bid](#)

This Resolution was forwarded for further consideration at the April 16, 2019, Council meeting.

- G. [TMP-4122](#) 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.

Brief Description: As part of the 2019 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 2019 project award for construction. This project was bid on a per linear foot installed price and the cost of installed catch basins. Based on this pricing, Golf Preservations Inc. was found to be the lowest and most responsible bidder. The budget for this project is \$50,000.00. A bid tabulation is attached.

Attachments: [Bid Tab Report - Golf Course Drainage Project](#)

This Resolution was forwarded for further consideration at the April 16, 2019, Council

meeting.

- H. [TMP-4104](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER OR HER DESIGNEE TO ENTER INTO A MITIGATION AGREEMENT WITH THE NORTH COAST REGIONAL COUNCIL OF PARK DISTRICTS FOR THE VETERANS TRAIL PHASE 4 BARLOW ROAD SIDEWALK PROJECT; AND DECLARING AN EMERGENCY.**
- Brief Description:** The Veterans Trail Phase 4 Barlow Road Sidewalk project will impact 0.22 acres of jurisdictional wetlands. The US Army Corps of Engineers (ACOE) and the Ohio Environmental Protection Agency (EPA) have determined that 0.4 acres of non-forested wetland mitigation credits must be purchased from the North Coast Regional Council of Park Districts (NCRCPD) to mitigate these impacts.

This Resolution was forwarded for further consideration at the April 16, 2019, Council meeting.

- I. [TMP-4117](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH GRANICUS, INC. FOR PROFESSIONAL SERVICES PERTAINING TO AGENDA MANAGEMENT AND STREAMING MEDIA SOFTWARE SOLUTIONS FOR PUBLIC MEETINGS AND RELATED EQUIPMENT AND SUPPORT; AND DECLARING AN EMERGENCY.**
- Brief Description:** This Resolution will authorize a new ongoing professional services agreement with Granicus, Inc., the City's current provider of agenda management and streaming media services. Additionally, it will authorize replacement of encoder equipment at Town Hall.

This Resolution was forwarded for further consideration at the April 16, 2019, Council meeting.

4. Legislation and Other Discussion Items

- A. [19-47](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH ENVIRONMENTAL DESIGN GROUP FOR ENGINEERING DESIGN SERVICES FOR THE DOWNTOWN PHASE 2 SANITARY PUMP STATION, FORCE MAIN AND STORMWATER MANAGEMENT IMPROVEMENT PROJECT; AND DECLARING AN EMERGENCY.**
- Brief Description:** The City Administration would like to continue with the main design components for the Downtown Phase 2 Project to maintain the project construction schedule for the summer, 2019.
- Attachments:** [Resolution No. 19-47](#)

Mr. Hanink asked for further explanation on how this fits in with Downtown Phase II and how this is being funded. Mr. Sheridan stated that there are 2 issues that need to be addressed in this area: 1.) A recent sanitary sewer study showed that there is a County issue of inflow and infiltration upstream that needs to be repaired, in accordance with the 1972 Clean Water Act; and 2.) an additional forcemain, pump station and wet well needs to be installed to accommodate any type of development in the Downtown Phase II area. Mr. Sheridan further stated that the requested funding is only for the City of Hudson portion of the pump station, forcemain and wet well; and the County will pay for their portion of the design to correct the inflow and infiltration issue. He

explained that the design also includes the installation of stormwater management ponds to provide storm water storage and better water quality prior to it entering Brandywine Creek Tributary. Mr. Sheridan also stated that both of these utilities are standard to most every development in Hudson, and the City could receive grants and/or loans from other sources that a developer would not be eligible for.

This Resolution was forwarded for further consideration at the April 16, 2019, Council meeting.

B. [19-48](#) AN ORDINANCE AMENDING SECTION 1062.02 OF THE CODIFIED ORDINANCES REGARDING RULES AND REGULATIONS RELATED TO USE OF PARKING LOTS FOR PARKS, PLAYGROUNDS, AND OTHER PUBLIC GROUNDS.

Brief Description: City staff has observed vehicles being left unattended within parks while the vehicle operators leave the park property for the work day. The requested amendment would prohibit a person from parking within a park for a purpose other than use of the park.

Attachments: [Codified Ordinances Amendment - Section 1062.02](#)
[Ordinance No. 19-48](#)

This Ordinance pertains to owners of vehicles utilizing Park parking lots and not utilizing the Park. Currently there is nothing in the Codified Ordinances that restricts the use of parking lots at the Parks for Park patrons only.

This Ordinance was forwarded for further consideration at the April 16, 2019, Council meeting.

C. [19-50](#) A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH THAYER POWER & COMMUNICATIONS FOR FIBER OPTIC CABLE INSTALLATION.

Brief Description: This contract provides for the labor and equipment for the installation and termination of aerial fiber optic cable for the purpose of providing Velocity Broadband services along the City's fiber infrastructure system.

Attachments: [Bid Tab for Aerial Fiber Optic Cable Installation](#)
[Resolution No. 19-50](#)

Mr. Hanink asked if this company has a local office. Mr. Powell stated that they have a local office in Cuyahoga Falls, the Pennsylvania office is their corporate office. Mr. Hanink further asked if customers pay for hanging the line. Mr. Ersing, stated that in certain instances, they have charged customers in the past.

This Resolution was forwarded for further consideration at the April 16, 2019, Council meeting.

D. [19-51](#) A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH O.C.I. CONSTRUCTION, INC. FOR BROADBAND CONDUIT AND FIBER OPTIC CABLE INSTALLATION.

Brief Description: This contract provides for the labor and equipment for the installation of underground conduit and the installation and termination of fiber optic cable for the purpose of providing Velocity Broadband services along the City's fiber infrastructure system.

Attachments: [Bid Tab for Underground Fiber Optic Cable Installation](#)
[Resolution No. 19-51](#)

This Resolution was forwarded for further consideration at the April 16, 2019, Council meeting.

5. Items to be Added to Future Agendas

Ms. Howington stated that there have been recent concerns about commercial parking on residential streets. She stated that staff is currently looking at some options that will be presented to Council at a later date.

6. Adjournment

There being no further discussion, Mr. Wooldredge adjourned the Council workshop meeting at 8:40 p.m.

William D. Wooldredge, President of Council

Jane Howington, City Manager, Clerk of Council Pro Tempore

Workshop Minutes prepared by Melissa Raber, Business Operations Manager - Professional Services.

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 in accordance with Codified Ordinances, Section 220.031 (a), Rules for Workshop Meetings.