



City of Hudson, Ohio

Meeting Minutes - Draft

City Council

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)

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

Vacant (Ward 2)

Jane Howington, City Manager

Matthew J. Vazzana, City Solicitor

R. Todd Hunt, Special Counsel

Elizabeth A. Slagle, Clerk of Council

Tuesday, January 22, 2019

6:30 PM

Town Hall

1. Call to Order

Mayor Basil called to order the meeting of Hudson City Council at 7:33 p.m., in accordance with the Sunshine Laws of the State of Ohio, O.R.C. Section 121.22.

2. Executive Session

Due to the absence of a quorum at 6:30 p.m., no executive session was held.

3. Pledge of Allegiance to the Flag

4. Roll Call

Present: 5 - Mrs. Bigham, Mr. DeSaussure, Mr. Kelemen, Dr. Williams and Mr. Wooldredge

Absent: 1 - Mr. Hanink

Staff in Attendance: Ms. Howington, City Manager; Mr. Vazzana, City Solicitor; Mrs. Slagle, Clerk of Council; Mr. Griffith, Management/Budget Director; Mr. Hannan, Community Development Director; Mr. Knoblauch, Assistant City Manager - Financial/Special Projects; Mr. Leiter, Production Assistant; Ms. Roberts, Communications Manager; Mr. Sheridan, Assistant City Manager - Professional Services; Mr. Tabak, Police Chief; and Mr. Wash, Assistant Public Works Director.

5. Approval of the Minutes

A. [19-0004](#) Minutes of Previous Council Meetings

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

Attachments: [January 8, 2019 Council Meeting Minutes - DRAFT](#)
[January 15, 2019 Council Workshop Minutes - DRAFT](#)

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

6. Public Comments

Mr. Len Lampert, 940 Westhaven Drive, commented regarding the Downtown Phase II Project and the preliminary design, and he spoke in support of the proposed advisory election issue (Resolution No. 18-196). He said that the project site is an expensive and very precious but difficult urban area, and he recommended the highest purpose for the City's best real estate. He urged citizens to research the proposed plan, and he encouraged Council to continue open discussion and debate.

Mr. Robert Drew, 66 East Streetsboro Street, urged Council to support passage of Resolution No. 18-196 to place the Downtown Phase II issue on the the ballot. He said that the people have asked for a vote, and it is appropriate that they be given the opportunity.

Mr. Bill Currin, 32 Lennox Road, also urged Council members to support passage of Resolution No. 18-196 to place the Downtown Phase II issue on the ballot.

7. Correspondence and Council Comments

Mayor Basil thanked Service Division road crews for their response to the recent snow storm. Dr. Williams agreed, saying that they did an outstanding job.

Mrs. Bigham announced that she will hold a Ward 4 Open Forum on January 30, and she invited interested citizens to attend.

8. Report of Manager

Ms. Howington reminded everyone that more winter weather is forecast, and she encouraged everyone to drive carefully.

She recognized Mr. Tom Munn, City Arborist and Service Division Superintendent, as he retires on January 23, 2019, after twenty years of service with the City. She noted that the City is honoring his request to not have any formal retirement presentation. She acknowledged that Hudson's successful street tree canopy is due in large part to Tom's legacy, and she noted his significant contributions to Hudson's Tree City USA Community Awards. She expressed appreciation to Mr. Munn and wished him well in his retirement, as did Mayor Basil.

9. Discussion Items

A. Police Chief Tabak's Reflection on First 120 Days in Office

Chief Tabak reported on his time in office, commenting that he is very pleased with the excellent Police Department staff. He said that top departmental priorities are: 1.) dispatch center and radio system, including equipment updates, dispatch requirements and standards, partnerships and shared resources, 911 equipment, shared radio system with Fire & EMS; and 2.) staffing, including succession planning, new assignments, career development, and cross-training. Discussion followed concerning the following topics: request for metrics in the annual review report, traffic enforcement measures at the State Routes 303/91 intersection, citizen input, dispatch issues, traffic safety measures, training, and bus traffic issues. Ms. Howington announced that an upcoming Council workshop will be held at the Police Department, which will include a tour of the dispatch area and a presentation of findings concerning a dispatch study. Elected officials thanked Chief Tabak for his work.

This matter was discussed.

B. [19-0005](#) Skate Park Renovation Project Update

Brief Description: Staff has provided a project update and will be available to answer questions.

Attachments: [Memo PW - Skate Park Update 1-16-19](#)

Mr. Wash reported that staff and the Park Board have received input from local and regional interests concerning the Skate Park Renovation Project. He said that the Park Board will meet again on January 24, and a final design recommendation is expected by mid-February. Ms. Howington noted that this project will be funded by the Park Fund, not the General Fund. Mr. DeSaussure said that he was impressed with skate park dynamics, and he encouraged the Park Board to listen to users and pursue elements within budget. Responding to Mayor Basil's inquiry, Mr. Wash provided a project timeline. Mr. Kelemen looked forward to the Park Board's recommendation for this project, adding a cautionary note that the City should not try to do too much.

This matter was discussed.

10. Appointments

A motion was made by Mr. Wooldredge, seconded by Dr. Williams, to appoint Mrs. Susan Kowalske to serve on the Tree Commission for a partial term expiring July 5, 2020, and to re-appoint Mr. Ron Stolle to serve on the Planning Commission for a full term expiring January 1, 2023. The motion carried by the following vote:

Aye: 5 - Mrs. Bigham, Mr. DeSaussure, Mr. Kelemen, Dr. Williams and Mr. Wooldredge

11. Consent Agenda

A motion was made by Mr. Wooldredge, seconded by Mr. Kelemen, 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: 5 - Mr. DeSaussure, Mr. Kelemen, Dr. Williams, Mr. Wooldredge and Mrs. Bigham

Approval of the Consent Agenda

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

Aye: 5 - Mr. Kelemen, Dr. Williams, Mr. Wooldredge, Mrs. Bigham and Mr. DeSaussure

- A. [19-0003](#) **A Motion to Acknowledge the Timely Receipt of the December 2018 Monthly Financial Report**
Brief Description: Financial summaries are provided each month for Council's review.
Attachments: [December 2018 Financial Report](#)

This motion was approved on the Consent Agenda.

- B. [19-6](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ACCEPT THE TRANSFER OF BRIDGE OWNERSHIP AND MAINTENANCE RESPONSIBILITIES FOR BRIDGES LOCATED IN HUDSON FROM SUMMIT COUNTY TO THE CITY OF HUDSON.**
Brief Description: The City Manager is requesting legislation for the City of Hudson, Ohio ("City") to transfer the ownership and maintenance responsibilities of nine (9) bridges from the Summit County Engineer's Office ("County") to the City.
Attachments: [Bridge Transfer Map](#)
[Bridge Summary Sheet](#)
[Resolution No. 19-6](#)

Resolution No. 19-6 was passed on the Consent Agenda.

12. Legislation

- A. [18-157](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH TYLER TECHNOLOGIES, INC. FOR AN ENTERPRISE RESOURCE PLANNING SOLUTION AND PROFESSIONAL SERVICES PERTAINING TO THE INTEGRATION OF FINANCIAL, PAYROLL, HUMAN RESOURCES, FIXED ASSETS, UTILITY BILLING AND PUBLIC WORKS WORK ORDER PROCESSING.**
Brief Description: City staff is requesting approval to purchase an ERP Solution which will combine work currently done in five separate software programs into one as well provide improved transparency with utility billing. The new software will also include a human resources module that provides employees with a self-service portal which will reduce the current paper dependent process and a budgeting function to assist with preparation of the Five-Year Plan and Annual Budget.
Attachments: [ROI Calculations for Munis Software](#)
[Resolution No. 18-157](#)

Mayor Basil read the title of Resolution No. 18-157, which constituted its third reading.

A motion was made by Mr. Wooldredge, seconded by Mr. DeSaussure, to pass Resolution No. 18-157. The motion failed by the following vote:

Nay: 5 - Dr. Williams, Mr. Wooldredge, Mrs. Bigham, Mr. DeSaussure and Mr. Kelemen

- B. [18-193](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO PURCHASE UPGRADED UTILITY BILLING AND FINANCIAL ANALYTICS SOFTWARE FROM SOFTWARE SOLUTIONS, INC.; AND DECLARING AN EMERGENCY.**
- Brief Description:** City staff is requesting approval to purchase upgraded Utility Billing Software, which will allow the City to have Utility Billing on the same platform as the Accounting and Payroll functions. Staff is also requesting permission to purchase an Analytics Suite which will allow the budget process to be completed within the software, as opposed to the current method of using Excel spreadsheets.
- Attachments:** [Resolution No. 18-193](#)

Mayor Basil read the title of Resolution No. 18-193, which constituted its third reading.

A motion was made by Mr. Wooldredge, seconded by Mr. DeSaussure, to pass Resolution No. 18-193. The motion carried by the following vote:

Aye: 5 - Mr. Wooldredge, Mrs. Bigham, Mr. DeSaussure, Mr. Kelemen and Dr. Williams

- C. [18-196](#) **A RESOLUTION PLACING AN ISSUE FOR ADVISORY ELECTION ON THE BALLOT AT THE MAY 7, 2019 ELECTION SEEKING THE APPROVAL OF THE VOTERS OF HUDSON TO CONTINUE WITH THE REDEVELOPMENT OF THE DOWNTOWN PHASE TWO AREA AS A PUBLIC AND PRIVATE DEVELOPMENT; AND DECLARING AN EMERGENCY.**
- Brief Description:** The proposed legislation provides ballot language which would be presented to the voters of Hudson as follows:
- Should the City of Hudson continue with the redevelopment of the Downtown Phase Two area as a public and private development subject to final approval by the Architectural and Historic Board of Review and City Council?***
- YES**
- NO**
- Attachments:** [Procedural Analysis re: Resolution No. 18-196 – Advisory Election on Downtown Phase II](#)
[Resolution No. 18-196 \(as revised 1-22-19\)](#)

Mayor Basil read the title of Resolution No. 18-196, which constituted its third reading.

Responding to Mr. DeSaussure's inquiry, Mayor Basil and Mr. Vazzana confirmed that Resolution No. 18-196 had been revised pursuant to the changes discussed at the Council workshop of January 15, 2019.

Discussion followed. Dr. Williams commented that it is Council's responsibility to be responsive to its

constituents, and he spoke in support of Resolution No. 18-196. He said that the City has already incurred \$10 million in debt relating to the Downtown Phase II Project, which is scheduled to be paid off through the TIF (Tax Increment Financing). He said that the current course of action is appropriate, and he was confident that Downtown Phase II will be a successful development. Mayor Basil agreed, noting the purpose of the City's investment has been for the assemblage of land for the project. Mr. Kelemen said that the proposed ballot language is similar to that used for the Phase I Advisory Election. He commented concerning the text changes in the Resolution, noting that the Advisory Election will be nonbinding on Council's decision. He proposed discussion of a Budget to educate the public concerning the ballot issue. While Mr. Kelemen supported placing the issue on the ballot, he said that it was not an endorsement. Mrs. Bigham also expressed support for Resolution No. 18-196 to provide citizens with an opportunity to vote. Mr. Wooldredge supported Resolution No. 18-196, and he was hopeful that the ballot issue will be strongly supported by voters. He commented that the Preliminary Plan is quite consistent with the City's Comprehensive Plan. Mayor Basil encouraged Council members to pass Resolution No. 18-196.

A motion was made by Mr. Wooldredge, seconded by Mr. DeSaussure, to pass Resolution No. 18-196. The motion carried by the following vote:

Aye: 5 - Mrs. Bigham, Mr. DeSaussure, Mr. Kelemen, Dr. Williams and Mr. Wooldredge

**D. [19-7](#) AN ORDINANCE CREATING A FUND ENTITLED
"BROADBAND SERVICE FUND (510)."**

Brief Description: This is to establish the Broadband Services Fund to account for the activity of Velocity Broadband. This will be classified as an Enterprise Fund.

Attachments: [Ordinance No. 19-7](#)

Mayor Basil read the title of Ordinance No. 19-7, which constituted its first reading.

13. Adjournment

There being no further business, Mayor Basil adjourned the Council meeting at 8:29 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.