



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)

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, October 15, 2019

6:30 PM

Town Hall
27 E. Main St.

Special Workshop & Regular Council Meeting

Special Council Workshop: 6:30 p.m.

1. Call to Order

President of Council Pro Tempore Williams called to order the special workshop of Hudson City Council at 6:30 p.m., in accordance with the Sunshine Laws of the State of Ohio, O.R.C. Section 121.22.

Present: 6 - Mrs. Bigham, Mr. DeSaussure, Mr. Hanink, Mr. Kelemen, Ms. Radigan and Dr. Williams

Absent: 1 - Mr. Wooldredge

Mrs. Bigham entered the special workshop at 6:35 p.m.

Others & Staff in Attendance: Mayor Basil; Ms. Howington, City Manager; Mr. Griffith, Management/Budget Director; Mr. Knoblauch, Assistant City Manager - Financial/Special Projects; Mr. Leiter, Production Assistant; Mr. Sheridan, Assistant City Manager - Professional Services; Mr. Tabak, Police Chief; and Mr. Varnes, Fire/EMS Chief.

2. Discussion Item

Dr. Williams announced that one additional budget workshop is planned on October 29, 2019, which will include discussion of an accelerated Road Program, Velocity Broadband, and a wrap-up.

A. [19-0104](#) City of Hudson 2020 - 2024 Five-Year Plan Review and 2020 Budget

Brief Description: This is the fourth of five scheduled meetings to review the City's 2020-2024 Five-Year Plan and 2020 budget. This meeting will focus on Police, Fire Fund, and EMS Fund.

Mr. Griffith and Chief Varnes reviewed the Fire and EMS Funds. Topics included combined funding through net income tax revenues, allocations and operational reporting within the separate Fire and EMS Funds, future capital needs, consideration of combining the two departments in the future, ambulance billing, and reserve funds.

Mr. Griffith and Chief Tabak reviewed the Police Fund. Discussion topics included: personnel and dispatch. Chief Tabak provided an update on negotiations with Bath concerning virtual dispatch operations and leasing dispatch equipment from AT&T. He said that this will allow participating agencies to maintain local dispatch center operations, and additional local governments may join. Mr. Griffith explained that compared to purchasing a new 9-1-1 system for \$266,000, the lease option would reduce expenses to approximately \$35,000 annually for the term of the lease. Other topics discussed included: dispatch statistics and contractual services.

This matter was discussed.

B. National Incident Management System (NIMS) Training for Elected Officials

Chief Varnes explained that NIMS training is required for federal, state, county, and local officials. He said City staff is nearly compliant with training requirements, but elected officials need to take the NIMS Awareness Training (IS-700). He noted that Federal Preparedness grants are based upon NIMS compliance, and he provided detailed information to elected officials on how to take the online training and obtain certification (hand-out attached to record copy of these minutes).

This matter was discussed.

3. Adjournment

There being no further discussion, Dr. Williams adjourned the special Council workshop meeting at 7:27 p.m.

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Regular Council Meeting: 7:30 p.m.

4. Call to Order

Mayor Basil called to order the meeting of Hudson City Council at 7:34 p.m., in accordance with the Sunshine Laws of the State of Ohio, O.R.C. Section 121.22.

5. Pledge of Allegiance to the Flag

6. Roll Call

Present: 6 - Mrs. Bigham, Mr. DeSaussure, Mr. Hanink, Mr. Kelemen, Ms. Radigan and Dr. Williams

Absent: 1 - 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. Griffith, Management/Budget Director; Mr. Hannan, Community Development Director; Mr. Hutchinson, Assistant Public Works Director; Mr. Knoblauch, Assistant City Manager - Financial/Special Projects; Mr. Kosco, City Engineer; Mr. Leiter, Production Assistant; Mr. Sheridan, Assistant City Manager - Professional Services; and Mr. Tabak, Police Chief.

7. Approval of the Minutes

A. [19-0105](#) Minutes of Previous Council Meetings

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

Attachments: [October 1, 2019 Council Meeting Minutes - DRAFT](#)
[October 8, 2019 Council Workshop Minutes - DRAFT](#)

Mrs. Slagle said that the October 1, 2019, meeting minutes have been corrected to record a second reading for Resolution No. 19-132, noting that this legislation will have its third reading on this evening's agenda.

There being no other changes, the minutes were approved as amended.

8. Proclamation

A. [19-0107](#) Special Recognition of The Hudson Players' 75th Anniversary Season

Brief Description: This Proclamation recognizes The Hudson Players as the group celebrates its 75th Anniversary Season 2019-2020, which begins on November 1, 2019.

Attachments: [Proclamation](#)

Mrs. Michelle Dolciato, Mr. Gary Maher, and Mrs. Trish Flood-Davis accepted the Proclamation on behalf of The Hudson Players. Mr. Maher encouraged everyone to attend the upcoming plays at the Barlow Community Center.

Mayor Basil read this Proclamation in its entirety, recognizing and thanking The Hudson Players and proclaiming November 1, 2019, as The Hudson Players Day in Hudson.

9. Public Comments

Mr. Lou Verhas, 1701 Groton Drive, spoke regarding use of the community rooms at the new City Hall, and he asked City Council to consider opening the rooms for family gatherings and other catered events.

10. Correspondence and Council Comments

Mayor Basil thanked Chief Varnes and all personnel involved with the Fire Safety Open House this past weekend.

Following-up on the October 8, 2019, workshop discussion regarding use of the City Hall community rooms, Mr. Kelemen asked that the City research use of Community Learning Centers with the Schools. He also suggested that the City provide a link on the website for public rental spaces, and he noted that Ellsworth Meadows has a patio and a meeting room available for rental. Mayor Basil added that a covered picnic shelter is also available.

Mrs. Bigham reported the Planning Commission approved an addition for Seton Catholic School at their meeting on October 14, 2019. She also reported that the Hudson Baseball Association has requested improved

drainage for ball fields and has asked that Council consider funding. She suggested the City research improvement costs, and Mr. Hanink said that this work is currently underway.

11. Report of Manager

Ms. Howington said that the proposed 2020 Budget / Five-Year Plan is posted on the City's website.

Concerning Hudson Baseball Association's request, she said that staff is working with landscaping firms and will present a proposal to Council for safety measures and regrading of the infields, with improvements to be performed this year; and then after the 2020 season, the City plans to commence with underground drainage work.

A. National Incident Management System (NIMS) Training for Elected Officials

Chief Varnes reviewed this matter during the special workshop (see item 2B).

12. Discussion Item

A. [19-0108](#) Presentation: Energy Special Improvement District (ESID)

Brief Description: Chris Burnham, Development Finance Authority of Summit County (DFA), will present information and answer questions about the ESID Program. Passage of proposed Ordinance No. 19-147 would enable the City to become a participating political subdivision of the Akron-Summit County Energy Special Improvement District (ESID). As a result, businesses located within the City of Hudson will be able to have the financing costs of approved energy improvement projects be repaid through an assessment on the property.

Mr. Chris Burnham, President of the Development Finance Authority (DFA) of Summit County, spoke regarding Summit County's Energy Special Improvement District (ESID) and explained how this program has expanded within the County to benefit businesses and residents interested in investing in qualified energy improvements. He provided an overview of participating communities and business projects to date, and he discussed ESID financing tools available, wherein the DFA finances qualified projects, and amounts are assessed to property taxes (see materials attached to record copy of these minutes).

He encouraged City Council to consider legislation to authorize the ESID within Hudson for the County to perform a business project for an LED lighting upgrade at a Department of Sanitary Sewer Services station on Terex Road. Discussion followed. Mr. Burnham noted that if a subject property is sold, the loan (tax lean) is passed on to subsequent property owner(s). Other topics discussed included the Loan Loss Reserve Fund and the residential program, which is separate from the proposed business program. Mr. Burnham said there is no liability exposure to the City, the City may opt out if desired, and each participating community is represented on a Board that approves transactions.

This matter was presented and discussed. Ordinance No. 19-147 was given a first reading (see Legislation item 15E).

13. Appointments

Dr. Williams said that the City is accepting applications for the Environmental Awareness Committee through November 1, 2019, and Mayor Basil encouraged interested citizens to apply.

14. Suspension of the Rules for the Consent Agenda

A motion was made by Mr. Hanink, seconded by Mrs. Bigham, to suspend the rule requiring three readings to allow for passage of legislation on the Consent Agenda, except for item 14G. The motion carried by the following vote:

Aye: 6 - Mrs. Bigham, Mr. DeSaussure, Mr. Hanink, Mr. Kelemen, Ms. Radigan and Dr. Williams

Approval of the Consent Agenda

A motion was made by Ms. Radigan, seconded by Dr. Williams, to approve the Consent Agenda, except for item 14G. The motion carried by the following vote:

Aye: 6 - Mr. DeSaussure, Mr. Hanink, Mr. Kelemen, Ms. Radigan, Dr. Williams and Mrs. Bigham

- A. [19-0103](#) **A Motion to Acknowledge the Timely Receipt of the September 2019 Monthly Financial Report**
Brief Description: Financial summaries are provided each month for Council's review.
Attachments: [September 2019 Financial Report](#)

Motion No. 19-0103 was approved on the Consent Agenda.

- B. [19-0109](#) **A Motion Directing the Clerk to Send Notice to the Ohio Division of Liquor Control Indicating No Request for a Hearing Regarding a New Permit and the Transfer of a Permit to Sell Alcoholic Beverages for Highfields Event Center LLC, 1940 Georgetown Road, Hudson.**
Brief Description: The Clerk is in receipt the two Notices to Legislative Authority from the Ohio Division of Liquor Control concerning the opportunity to request a hearing.
Attachments: [Notice to Legislative Authority - New Liquor Permit \(D1 & D3\)](#)
[Notice to Legislative Authority - Transfer Liquor Permit \(D2\)](#)

Motion No. 19-0109 was approved on the Consent Agenda.

- C. [19-141](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH AA SANITATION FOR SERVICING OF CITY OUTDOOR REFUSE AND RECYCLING RECEPTACLES.**
Brief Description: The Public Works Department budgets annually for contract refuse and recycling services for public properties and in the downtown business district. The Public Works Department seeks City Council approval to enter into a contract with AA Sanitation for these services.
Attachments: [2019 Permission to Bid](#)
[Refuse Cans Bid Tab](#)
[Resolution No. 19-141](#)

Resolution No. 19-141 was passed on the Consent Agenda.

- D. [19-142](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH VIZMEG LANDSCAPE, INC. FOR CITY LANDSCAPING MAINTENANCE SERVICES ON CITY GREENS AND PUBLIC PROPERTIES.**
Brief Description: The Public Works Department budgets annually for mowing and general landscape maintenance services on City greens and public properties. The Public Works Department seeks City Council approval to enter into a contract with Vizmeg Landscape, Inc. for these services.
Attachments: [2019 Permission to Bid Greens and PP Maintenance Bid 2020](#)
 [Resolution No. 19-142](#)

Resolution No. 19-142 was passed on the Consent Agenda.

- E. [19-143](#) **A RESOLUTION AFFIRMING THE APPLICATION SUBMITTED BY THE CITY MANAGER'S DESIGNEE TO THE OHIO BUREAU OF WORKERS' COMPENSATION FOR AN OHIO LAW ENFORCEMENT BODY ARMOR PROGRAM GRANT.**
Brief Description: The program, funded by the Ohio Bureau of Workers' Compensation through an agreement with the Ohio Attorney General, provides money to eligible applicants for the purchase of body armor vests to enhance safety and prevent injury of law enforcement officers. The Hudson Police Department has requested \$5,951.70 for the purchase of eight vests. A \$1,983.90 match is required.
Attachments: [Resolution No. 19-143](#)

Resolution No. 19-143 was passed on the Consent Agenda.

- F. [19-144](#) **A RESOLUTION DECLARING THE CITY'S INTENT TO APPROPRIATE PROPERTY FROM 7041 DARROW ROAD, LTD. AND JAMES SORGI FOR THE MAKING OF ROADS OPEN TO THE PUBLIC WITHOUT CHARGE; AND DECLARING AN EMERGENCY.**
Brief Description: Acquisition is necessary for the improvement of SR 91 North from Brandywine Drive to Middleton Road in association with the SR 91 North Turn Lane Improvement Project (PID 93822).
Attachments: [Exhibit A](#)
 [Resolution No. 19-144](#)

Resolution No. 19-144 was passed on the Consent Agenda.

- H. [19-146](#) **A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY FISCAL OFFICER.**
Brief Description: Each year the City is required to pass a resolution accepting the property tax amounts and rates as determined by the County Budget Commission.

Attachments: [Certification of Tax Levy: Tax Year 2019 / Collection Year 2020](#)
[Letter from Summit County requesting Resolution](#)
[Ordinance No. 19-146](#)

Resolution No. 19-146 was passed on the Consent Agenda.

Items Removed from the Consent Agenda

- G. [19-145](#) AN ORDINANCE AMENDING CHAPTER 1064 ENTITLED “BARLOW COMMUNITY CENTER” OF THE CODIFIED ORDINANCES OF THE CITY OF HUDSON TO INCLUDE REGULATIONS CONCERNING THE USE OF CITY HALL ROOMS.
Brief Description: This Ordinance will amend Chapter 1064 of the City’s Codified Ordinances to add the proposed rental rate structure for the City Hall Community Rooms.
Attachments: [Ordinance No. 19-145](#)

Mrs. Bigham requested that Ordinance No. 19-145 be removed from the Consent Agenda.

A motion was made by Mrs. Bigham, seconded by Mr. DeSaussure, to suspend the rule requiring three readings to allow for passage of Ordinance No. 19-145. The motion carried by the following vote:

Aye: 6 - Mr. Hanink, Mr. Kelemen, Ms. Radigan, Dr. Williams, Mrs. Bigham and Mr. DeSaussure

Mrs. Bigham suggested expanded funding for additional uses of the City Hall community rooms. Mayor Basil explained that based upon last week’s workshop discussion, Council consensus was to operate the City Hall community rooms in a similar fashion as those at the Barlow Community Center; and this Ordinance incorporates similar rules, except that exercise classes will be excluded at the City Hall. Discussion followed regarding assessing community needs and considering additional uses in the future, fees, and security implications.

A motion was made by Mrs. Bigham, seconded by Dr. Williams, to pass Ordinance No. 19-145. The motion carried by the following vote:

Aye: 6 - Mr. Kelemen, Ms. Radigan, Dr. Williams, Mrs. Bigham, Mr. DeSaussure and Mr. Hanink

15. Legislation

- A. [18-93](#) AN ORDINANCE AMENDING VARIOUS SECTIONS OF CHAPTERS 1201, 1202, 1203, 1204, 1205, 1206, 1207, 1208, 1209, 1210, 1211, 1212, AND 1213 AND AT APPENDIXES A, B, AND C OF THE CITY OF HUDSON’S LAND DEVELOPMENT CODE, aka THE “PLANNING AND ZONING CODE”.
Brief Description: The bulk of the City’s current Land Development Code (“LDC”) was adopted in 1999 - just five years after the merger of Hudson Village and Hudson Township. While the original 1999 LDC has been amended over the years, a full update has not been undertaken since the LDC’s original adoption. In April of 2017,

with a recently adopted Comprehensive Plan in hand (the 2015 Comprehensive Plan - passed on January 19, 2016 by Hudson City Council), the City began a year-long process to update the LDC. The draft amendments represent the Step I administrative-focused amendments. Future updates for Step II - Commercial and Business Land Uses and Step III - Residential Land Uses would be considered at a later date as part of a separate request from City Council.

Attachments: [Exhibit A - LDC Administrative Amendments Final draft for adoption 10-15-2019](#)
[LDC Summary Table of Amendments 10-14-19](#)
[Staff reponse 9-19-19 to LDC workshop discussion of 9-10-19](#)
[Memo for 8-27-2019 Workshop](#)
[Exhibit A - LDC Administrative Amendments Draft 3-11-2019](#)
[2018-4526 PC Recommendation to Council 3-11-19](#)
[Staff Report LDC Mtg 4-2-19](#)
[Ordinance No. 18-93 \(as revised 10-15-2019\) redline version](#)

City Council members reviewed the proposed amendments contained in Ordinance No. 18-93, Exhibit A, dated October 15, 2019.

A motion was made by Mr. Hanink, seconded by Mr. DeSaussure, to pass Ordinance No. 18-93. The motion carried by the following vote:

Aye: 6 - Ms. Radigan, Dr. Williams, Mrs. Bigham, Mr. DeSaussure, Mr. Hanink and Mr. Kelemen

B. [19-127](#)

A RESOLUTION ACCEPTING THE CITY MANAGER'S RECOMMENDATION NOT TO IMPLEMENT THE GROWTH MANAGEMENT RESIDENTIAL DEVELOPMENT ALLOCATION SYSTEM DURING CALENDAR YEAR 2020.

Brief Description: Because of no appreciable population change, the growth management system would not be implemented for 2020.

Attachments: [City Manager's Growth Management Annual Review Report 8-29-2019](#)
[Hudson Trends Report 2018](#)
[Notice of Public Hearing \(published 9-1-2019\)](#)
[Resolution No. 19-127](#)

Mayor Basil read the title of Resolution No. 19-127, which constituted its third reading.

A motion was made by Mr. DeSaussure, seconded by Mr. Hanink, to pass Resolution No. 19-127. The motion carried by the following vote:

Aye: 6 - Dr. Williams, Mrs. Bigham, Mr. DeSaussure, Mr. Hanink, Mr. Kelemen and Ms. Radigan

- C. [19-132](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH DELL MARKETING LP FOR THE PURCHASE OF UNINTERRUPTED POWER SUPPLY EQUIPMENT FOR THE NEW CITY HALL BUILDING AT 1140 TEREX ROAD; AND DECLARING AN EMERGENCY.**
Brief Description: The Uninterrupted Power Supply (UPS) equipment is essential for the City network computer and phone system to properly function, protect the City network devices in the event of a power failure, and maintain regulated power to all equipment located through the building.
Attachments: [Resolution No. 19-132](#)

Mayor Basil read the title of Resolution No. 19-132, which constituted its third reading.

Mrs. Bigham asked that the City utilize funding previously authorized for the renovations project contingency for this expense. Mr. Sheridan reviewed costs to date for the City Hall Renovations Project, and he agreed to reduce the contingency funding set aside on the contractor's Purchase Order to fund the following City Hall expenses: UPS equipment and tables and chairs for the Community Room.

A motion was made by Mr. Hanink, seconded by Mr. DeSaussure, to pass Resolution No. 19-132. The motion carried by the following vote:

Aye: 6 - Mrs. Bigham, Mr. DeSaussure, Mr. Hanink, Mr. Kelemen, Ms. Radigan and Dr. Williams

- D. [19-138](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH INDEPENDENCE BUSINESS SUPPLY FOR THE PURCHASE OF TABLES AND CHAIRS FOR THE COMMUNITY ROOMS AT THE CITY HALL BUILDING, LOCATED AT 1140 TEREX ROAD. (As Amended 10-15-19)**
Brief Description: This purchase includes the tables and chairs for the lower level Community Rooms at the new City Hall. Tables and chairs for the 1st-floor Boards and Commissions Room will be addressed at a later date.
Attachments: [Resolution No. 19-138 - proposed amended version 10-15-2019](#)

City Council members discussed the ability to amend Resolution No. 19-138 after reconsideration, as well as the need to discuss use of the board/commission room at the City Hall, which will be scheduled at an upcoming Council workshop.

A motion was made by Mr. Hanink, seconded by Mr. DeSaussure, to reconsider Resolution No. 19-138, which failed at the October 1, 2019, Council meeting. The motion carried by the following vote:

Aye: 6 - Mr. DeSaussure, Mr. Hanink, Mr. Kelemen, Ms. Radigan, Dr. Williams and Mrs. Bigham

Mr. Hanink said that his proposed changes are reflected in the proposed amended version of Resolution No. 19-138 provided to Council and attached to this file.

Being that the rules were suspended on October 1, 2019, to allow for passage of Resolution No. 19-138, a main motion was made by Dr. Williams, seconded by Mr. DeSaussure, to pass Resolution No. 19-138.

A subsidiary motion was made by Mr. Hanink, seconded by Dr. Williams, to amend

Resolution No. 19-138 to authorize purchase of furniture only for the community rooms at City Hall and the associated lower level expenses. The motion carried by the following vote:

Aye: 6 - Mr. Hanink, Mr. Kelemen, Ms. Radigan, Dr. Williams, Mrs. Bigham and Mr. DeSaussure

The main motion to pass Resolution No. 19-138 carried by the following vote:

Aye: 6 - Mr. Kelemen, Ms. Radigan, Dr. Williams, Mrs. Bigham, Mr. DeSaussure and Mr. Hanink

- E. [19-147](#) AN ORDINANCE APPROVING A PETITION FOR SPECIAL ASSESSMENTS FOR SPECIAL ENERGY IMPROVEMENT PROJECTS AND A PLAN FOR PUBLIC IMPROVEMENTS; APPROVING THE NECESSITY OF ACQUIRING, CONSTRUCTING, AND IMPROVING CERTAIN PUBLIC IMPROVEMENTS IN THE CITY IN COOPERATION WITH THE AKRON-SUMMIT COUNTY ENERGY SPECIAL IMPROVEMENT DISTRICT; DETERMINING TO PROCEED WITH SUCH PROJECT; AND DETERMINING TO LEVY SPECIAL ASSESSMENTS IN CONNECTION WITH SUCH PROJECT.**

Brief Description: Passage of this Ordinance will enable the City to become a participating political subdivision of the Akron-Summit County Energy Special Improvement District (ESID). As a result, businesses located within the City of Hudson will be able to have the financing costs of approved energy improvement projects be repaid through an assessment on the property.

Attachments: [Ordinance No. 19-147](#)

Mayor Basil read the title of Ordinance No. 19-147, which constituted its first reading.

16. Adjournment

There being no further business, Mayor Basil adjourned the Council meeting at 9:02 p.m.

David A. Basil, Mayor

J. Daniel Williams, President of Council Pro Tempore

Elizabeth Slagle, Clerk of Council

Upon approval by City Council, this official written summary of the special workshop and 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.