



City of Hudson, Ohio

Meeting Minutes - Draft

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, March 2, 2021

6:45 PM

Via Video-Conference & Live-Stream

1. Call to Order

Mayor Shubert called to order the meeting of Hudson City Council at 6:45 p.m., in accordance with the Sunshine Laws of the State of Ohio, O.R.C. Section 121.22.

Present: 7 - Mrs. Bigham, Mr. DeSaussure, Mr. Foster, Mrs. Kowalski, Ms. Schlademan, Mr. Sutton and Mr. Wooldredge

Staff in Attendance: Ms. Howington, City Manager; Mr. Vazzana, City Solicitor; Mr. Hannan, Community Development Director; Mr. Knoblauch, Assistant City Manager - Financial/Special Projects; Mr. Leedham, Innovation & Technology Director; Mr. Sheridan, Assistant City Manager - Professional Services; and Mr. Stifler, Economic Development Director.

2. Executive Session

A motion was made by Mr. Wooldredge and was seconded that Council conduct an executive session for the following reasons: 1.) to consider confidential information related to the specific business strategy and personal financial statements of an applicant for economic development assistance that is directly related to a request for economic development assistance that is to be provided under Chapter 715 of the Ohio Revised Code – And, for the further reason, that it is necessary to protect the interests of the applicant or the possible investment or expenditure of public funds to be made in connection with the economic development project; and 2.) to consider a personnel matter concerning the employment of a public official with the respect to the City's Boards and Commissions. Mayor Shubert recessed the meeting at 6:46 p.m. after the motion carried unanimously.

Aye: 7 - Mrs. Bigham, Mr. DeSaussure, Mr. Foster, Mrs. Kowalski, Ms. Schlademan, Mr. Sutton and Mr. Wooldredge

Upon conclusion of the executive session, Mayor Shubert paused the meeting at 7:29 p.m, then he reconvened the meeting at 7:33 p.m.

3. Pledge of Allegiance to the Flag

4. Roll Call

Present: 7 - Mrs. Bigham, Mr. DeSaussure, Mr. Foster, Mrs. Kowalski, Ms. Schlademan, Mr. Sutton and 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. Hannan, Community Development Director; Mr. Knoblauch, Assistant City Manager - Financial/Special Projects; Mr. Kosco, City Engineer; Mr. Leedham, Innovation & Technology Director; Mr. Leiter, Production Assistant; Mr. Sheridan, Assistant City Manager - Professional Services; Mr. Tabak, Police Chief; and Mr. Wash, Assistant Public Works Director.

5. Approval of the Minutes

A. [21-0015](#) Minutes of Previous Council Meetings

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

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

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

6. Proclamation

A. [21-0016](#) Special Recognition of Sunshine Week

Brief Description: This Proclamation recognizes "Sunshine Week" during March 14-20, 2021, and acknowledges the importance of public access to government records and information in fostering transparency, accountability, and citizen engagement. A representative from the League of Women Voters Hudson will be in attendance to accept this Proclamation.

Attachments: [Letter from League of Women Voters Hudson](#)
[Hyperlink - Ohio Sunshine Laws Reference Manual](#)
[Proclamation](#)

Mrs. Carol O'Connell, President of the League of Women Voters Hudson, accepted the Proclamation on behalf of the League. She spoke about the importance of Ohio's Sunshine Laws and the League's mission to support transparency, accountability and citizen engagement in government. She thanked elected officials for their service and their diligent adherence to laws concerning open meetings and public records.

Mayor Shubert read this Proclamation, recognizing Sunshine Week in Hudson.

7. Public Comments

Mrs. Slagle read a letter into the record from Mrs. Julie Erickson, 7326 Hayward Road, opposing the proposed plans to repurpose the 1927 High School and property into a residential housing development (see February 25, 2021, email attached to record copy of these minutes).

Mayor Shubert read a letter received from a student, Theodore Donovan, asking the City to build a dog park. His letter included a sketch and a petition signed by friends and family (see letter attached to record copy of these minutes).

8. Correspondence and Council Comments

Mr. Sutton provided an update from the recent Tree Commission meeting. Topics discussed included: the desire to provide input on the oak trees in front of the Middle School; fallen tree debris in parks; plans for this year's annual Home & Garden Tour to include outdoor spaces and gardens; Merry Mulch Program; and the planting of a tree at the new Middle School for Arbor Day. He reported recently speaking with members of Cub Scout Troop 3327 regarding City Government.

Ms. Schlademan provided an update from the recent Environmental Awareness Committee meeting. Topics discussed included: focus on recycling programs, reducing waste, and grants supporting these efforts; electric vehicle charging stations in Hudson; and a Rain Barrel Workshop scheduled for April 10, 2021. She announced that Mrs. Kowalski and she will host a joint virtual Council Open Forum event on Wednesday, April 7th, and anyone interested can register online via their Facebook pages or a link on the City's website calendar. Finally, due to a conflict of interest, she stated her intention to abstain from voting on Motion No. 21-0017 regarding funding of a targeted digital marketing campaign through the Hudson Area Chamber of Commerce.

Mr. Foster thanked Mr. Hannan and Mr. Sheridan for their recent assistance with resident issues.

9. Report of Manager

Ms. Howington introduced Chief Tabak.

A. Police & Dispatch Update

Police Chief Perry Tabak provided an update on the following:

New Dispatch Center: The Center has been revamped from analog to digital equipment. It is next-generation 911 compatible. While this technology is not active in our area yet, the dispatch center can accommodate it when the technology becomes available. The Police Department continues to build on its partnership with the Bath Township Police Department. The new center will allow Bath to answer Hudson calls and Hudson to answer Bath calls as needed. Calls rollover to Bath and vice versa. HPD is waiting for Fire / EMS radios to be upgraded, which is underway.

Body Cameras: The system, which includes new cruiser cameras and police body cameras, has been installed, although adjustments will continue to be made in 2021. Only one cruiser remains to be outfitted with the new cameras. All officers have been wearing cameras for 60 days as the system was being tested. So far, there have been no major issues.

Car Thefts: Although Hudson had seen an increase in car theft attempts since the beginning of this year, the number of thefts appears to have decreased as more people are heeding HPD's requests to lock their cars and not leave keys or valuables inside. Over the past three years, Hudson has averaged about 5 car thefts per year. In 2021, there already have been 4 or 5. The increase in these crimes of opportunity is happening all over Northeast Ohio, not just in Hudson. The current thefts are different in that they appear to be a group or rings of individuals who are targeting cities. HPD has more patrols out and continues to encourage residents to lock

their cars. Council asked if the car jackings in Stow and Streetsboro were atypical. Chief Tabak explained they are seeing an increase in crime in general in Northeast Ohio and across the country. Police departments also are seeing more guns during traffic stops, which is not unique to our area.

10. Discussion Items

Mr. Wooldredge announced that City Council plans to hold in-person meetings again beginning April 6, 2021. Ms. Howington said that masks and social distancing will be in order pursuant to Centers for Disease Control & Prevention and State of Ohio requirements. She anticipated hybrid Council meetings, with limited in-person seating and online access. She said that staff has made updates to improve audio quality. The City will provide further information as it becomes available.

11. Appointments

Mr. Wooldredge thanked Mr. Jeffrey Minar for his service as a member of the Board of Zoning & Building Appeals from January 2019 through February 2021.

A motion was made by Mr. Wooldredge, seconded by Mrs. Kowalski, that Ms. Lydia Bronstein be appointed to serve on the City's Board of Zoning & Building Appeals for a partial term expiring on January 1, 2023. The motion carried by the following vote:

Aye: 7 - Mrs. Bigham, Mr. DeSaussure, Mr. Foster, Mrs. Kowalski, Ms. Schlademan, Mr. Sutton and Mr. Wooldredge

12. Suspension of the Rules for the Consent Agenda

A motion was made by Mr. Wooldredge, seconded by Mr. Sutton, to suspend the rule requiring three readings to allow for passage of legislation on the Consent Agenda, except for Resolution Nos. 21-24 and 21-25, which were removed for separate consideration. The motion carried by the following vote:

Aye: 7 - Mr. DeSaussure, Mr. Foster, Mrs. Kowalski, Ms. Schlademan, Mr. Sutton, Mr. Wooldredge and Mrs. Bigham

Approval of the Consent Agenda

A motion was made by Mr. Wooldredge, seconded by Mr. Foster, to approve the Consent Agenda. Mayor Shubert announced passage of the following items after the motion carried by the following vote:

Aye: 7 - Mr. Foster, Mrs. Kowalski, Ms. Schlademan, Mr. Sutton, Mr. Wooldredge, Mrs. Bigham and Mr. DeSaussure

B. [21-0018](#)

A Motion authorizing the City Manager to move forward with a Professional Services Contract with Research Analytics Consulting LLC for a Downtown Development Community Survey.

Brief Description: The purpose of this proposal is to assist in the development, implementation, compilation, and analysis of a statistically significant random community survey questionnaire to assess a vacant 20-acre City owned property located within our central business district. The final survey shall identify

community ideas and priorities for the future development of this downtown area, and the consultant's fee shall not exceed \$17,000.00.

Attachments: [Community Survey Request for Proposals \(RFP\) 11-25-2020](#)
[RAC Survey Proposal for Hudson Ohio 12-9-2020](#)
[RAC Addendum to Proposal](#)

Motion No. 21-0018 was passed on the Consent Agenda.

- C. [21-18](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ADVERTISE FOR COMPETITIVE BIDS AND ENTER INTO A CONTRACT FOR THE RAVENNA STREET CULVERT REPAIR PROJECT.**
Brief Description: The project will include the repair of the 5-foot by 7-foot metal culvert under Ravenna Street along the Brandywine Creek Tributary.
Attachments: [Location Map](#)
 [Resolution No. 21-18](#)

Resolution No. 21-18 was passed on the Consent Agenda

- D. [21-19](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ADVERTISE FOR COMPETITIVE BIDS AND TO ENTER INTO A CONTRACT FOR THE NORTH OVIATT STREET WATERLINE REPLACEMENT PROJECT.**
Brief Description: This project will involve the replacement of the existing water main and water service connections within the right-of-way on N. Oviatt Street from E. Streetsboro Street, north to Aurora Street.
Attachments: [Resolution No. 21-19](#)

Resolution No. 21-19 was passed on the Consent Agenda

- E. [21-20](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ADVERTISE FOR COMPETITIVE BIDS AND ENTER INTO A CONTRACT FOR THE WEST BARLOW ROAD SIDEWALK PROJECT.**
Brief Description: The project will include the installation of a sidewalk along the north side of West Barlow Road from Nicholson Drive east to State Route 91 (Darrow Road).
Attachments: [Barlow Road Sidewalk Width Exhibit 10-30-20](#)
 [Resolution No. 21-20](#)

Resolution No. 21-20 was passed on the Consent Agenda

F. [21-21](#) **A RESOLUTION AFFIRMING THE APPLICATION SUBMITTED BY THE CITY MANAGER'S DESIGNEE TO THE STATE OF OHIO PRESERVATION OFFICE FOR A CERTIFIED LOCAL GOVERNMENT GRANT.**

Brief Description: The State of Ohio Preservation Office awards Certified Local Government grant funding for the purpose of advancing historic preservation efforts of local governments. The City has applied for \$20,000 in grant funding to cover consultant work required to complete the filing of the Hudson Historic District Extension along Elm Street and Roslyn Avenue. No local match is required.

Attachments: [Ohio Certified Local Government Grant Fact Sheet](#)
[Memo to City Council - 9.2.20](#)
[Resolution No. 21-21](#)

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

Items Removed from the Consent Agenda

A. [21-0017](#) **A Motion authorizing the City Manager to provide \$20,000 in funding for a partnership with the Hudson Area Chamber of Commerce for the creation of a targeted digital marketing campaign aimed at promoting Hudson as a destination for dining, shopping and services.**

Brief Description: The Hudson Area Chamber of Commerce, in conjunction with the Merchants of Hudson, Destination Hudson, and a representative from the City of Hudson will oversee the creation of a targeted digital marketing campaign that is to be initiated through \$20,000 from the City of Hudson.

Attachments: [Digital Marketing Letter - Chamber of Commerce 2-5-2021](#)
[Spring Marketing Campaign Proposal 2-23-2021](#)

Ms. Schlademan requested that Motion No. 21-0017 be removed from the Consent Agenda for separate consideration, and she said that she intends to abstain from voting due to a conflict of interest.

A motion was made by Mr. Wooldredge, seconded by Mr. DeSaussure, to pass Motion No. 21-0017. The motion carried by the following vote:

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

Abstain: 1 - Ms. Schlademan

G. [21-22](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO LICENSE AGREEMENT FOR A SOLID WASTE STORAGE AREA BEHIND THE MAIN STREET STORES IN THE DOWNTOWN AREA.**

Brief Description: This resolution would authorize the City Manager to enter into a license agreement with Kep's Tavern LLC to permit the use a City-owned dumpster enclosure on City property to properly store their trash, solid waste, and recyclables.

Attachments: [Kep's Tavern LLC License Agreement](#)
 [First & Main Dumpsters - Plat-Layout](#)
 [Kepner's Dumpster Location Map](#)
 [Resolution No. 21-22](#)

Mr. Sutton requested that Resolution No. 21-22 be removed from the Consent Agenda for separate consideration.

A motion was made by Mr. Wooldredge, seconded by Mr. Sutton, to suspend the rule requiring three readings to allow for passage of Resolution No. 21-22. The motion carried by the following vote:

Aye: 7 - Mr. Sutton, Mr. Wooldredge, Mrs. Bigham, Mr. DeSaussure, Mr. Foster, Mrs. Kowalski and Ms. Schlademan

Mr. Sutton said that he was not convinced this was the best solution and suggested there may be other solutions available. Responding to Mr. Wooldredge's request, Mr. Comeriato said that alternative solutions would involve use of public parking spaces. He was willing to work on another solution but noted that area businesses support the proposed solution. Mr. DeSaussure noted that the City can terminate the proposed license agreement if necessary. Mr. Foster offered support for this as a short-term solution but said that it is not ideal in the long-term. Ms. Schlademan agreed, noting that having dumpsters further away from outdoor dining is preferred.

A motion was made by Mr. Wooldredge, seconded by Mr. DeSaussure, to pass Resolution No. 21-22. Mayor Shubert announced passage of the Resolution after the motion carried by the following vote:

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

Nay: 1 - Mr. Sutton

H. [21-23](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO SOLICIT REQUESTS FOR PROPOSALS FOR THE DESIGN OF A TENNIS AND PICKLE BALL COMPLEX AT BARLOW FARM PARK.**

Brief Description: This Resolution allows the Public Works Department to advertise for RFPs for the design of a tennis and pickle ball complex at Barlow Farm Park.

Attachments: [Tennis Pickleball Eng. Est. 2-19-21](#)
[Tennis and Pickelball Courts - RFP](#)
[Preliminary Drawing - Tennis and Pickleball Complex 3-1-2021](#)
[Resolution No. 21-23](#)

Mr. Sutton requested that Resolution No. 21-23 be removed from the Consent Agenda for separate consideration.

A motion was made by Mr. DeSaussure, seconded by Mr. Wooldredge, to suspend the rule requiring three readings to allow for passage of Resolution No. 21-23. The motion carried by the following vote:

Aye: 7 - Mrs. Bigham, Mr. DeSaussure, Mr. Foster, Mrs. Kowalski, Ms. Schlademan, Mr. Sutton and Mr. Wooldredge

Mr. Sutton suggested referring the matter to the Park Board for review of the project scope and design. While there was consensus among members in favor of supporting the project itself, there was also consensus to obtain a recommendation from the Park Board. They also discussed the timeline and budget considerations.

A motion was made by Mr. DeSaussure, seconded by Mrs. Kowalski, to pass Resolution No. 21-23.

A subsidiary motion was made by Mr. Wooldredge, seconded by Mr. DeSaussure, to postpone further action on Resolution No. 21-23 to the workshop of April 27, 2021, to allow for referral of the matter to the Park Board. The motion carried by the following vote:

Aye: 7 - Mr. DeSaussure, Mr. Foster, Mrs. Kowalski, Ms. Schlademan, Mr. Sutton, Mr. Wooldredge and Mrs. Bigham

13. Legislation

- A. [21-5](#) A RESOLUTION APPROVING THE APPLICATION FOR PLACEMENT OF LAND IN A NEW AGRICULTURAL USE DISTRICT FOR PURPOSES OF O.R.C. 929.02 FOR LEONORE E. COSMA, 2242 RAVENNA STREET, HUDSON, OHIO.**
- Brief Description:** Ms. Cosma has submitted the attached Application for Placement of Farmland in an Agricultural District for property located at 2242 Ravenna Street (Permanent Parcel No. 30-00514) in Hudson. Council has previously approved similar applications since 1999 at five-year intervals, but the renewal deadline for 2020 was missed, and therefore this application is considered a new request.

Attachments: [Application for Placement of Farmland in an Agricultural District](#)
[Notice of Public Hearing \(2/16/2021\)](#)
[Map - 2242 Ravenna St](#)
[Memo - 2242 Ravenna St CD Inspector 2.2.21](#)
[Resolution No. 21-5](#)

Mayor Shubert read the title of Resolution No. 21-5, which constituted its second reading.

- B. [21-24](#) **AN ORDINANCE AMENDING SECTION 230.05 OF THE CODIFIED ORDINANCES TO AUTHORIZE THE CITY MANAGER TO ENTER INTO LICENSE AGREEMENTS FOR EXPANDED USES OF CITY-OWNED UTILITY EASEMENTS.**

Brief Description: The proposed amendment would authorize the City Manager to enter into license agreements with property owners for the construction of driveways and patios that are within a City-owned utility easement.

Attachments: [Ordinance No. 21-24](#)

Mayor Shubert read the title of Ordinance No. 21-24, which constituted its first reading.

- C. [21-25](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A JOB CREATION GRANT AGREEMENT WITH CLEVELAND STEEL CONTAINER CORPORATION.**

Brief Description: Cleveland Steel Container Corporation is requesting a 50% income tax credit for 9 years. The company will establish a headquarters for their corporate offices in Hudson, bringing 85 jobs with a three-year benchmark of \$9.3M in payroll.

Attachments: [Resolution No. 21-25](#)

Mayor Shubert read the title of Resolution No. 21-25, which constituted its first reading.

14. Adjournment

There being no further business, Mayor Shubert adjourned the Council meeting at 8:48 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.