



# City of Hudson, Ohio

## Meeting Minutes - Draft City Council Workshop

*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)*

*Katherine R. Schlademan, Council Member (Ward 1)*

*Skylar J. Sutton, Council Member (Ward 3)*

*Vacant, Council Member (At-Large)*

*Jane Howington, City Manager*

*Matthew J. Vazzana, City Solicitor*

*R. Todd Hunt, Special Counsel*

*Elizabeth A. Slagle, Clerk of Council*

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Tuesday, October 27, 2020

7:30 PM

Video-Conference & Live-Stream

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### 1. Call to Order

**President of Council Wooldredge called to order the workshop of Hudson City Council at 7:30 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. Foster, Ms. Schlademan, Mr. Sutton and Mr. Wooldredge

*Others & Staff in Attendance: Mayor Shubert; Ms. Howington, City Manager; Mr. Comeriato, Assistant City Manager - Operations; Mr. Ersing, Broadband Manager; Mr. Gerbracht, HCTV Operations Manager; Mr. Griffith, Management/Budget Director; Mr. Hannan, Community Development Director; Mr. Hutchinson, Assistant Public Works Director; Ms. Kadish, Community Relations Manager; Mr. Knoblauch, Assistant City Manager - Financial/Special Projects; Mr. Kosco, City Engineer; Mr. Leedham, Innovation & Technology Director; Mr. Leiter, Production Assistant; Mr. Powell, Assistant Public Works Director; Mr. Sheridan, Assistant City Manager - Professional Services; Mr. Stifler, Economic Development Director; and Mr. Wash, Assistant Public Works Director.*

### 2. Executive Session

**A motion was made by Mr. DeSaussure, seconded by Ms. Schlademan, to enter into executive session 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. Mr. Wooldredge recessed the meeting at 7:31 p.m. after the motion carried by the following vote:**

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

*Mr. DeSaussure excused himself from the workshop at 8:20 p.m.*

*Mr. Wooldredge reconvened the Council workshop at 8:31 p.m.*

### 3. Correspondence and Council Comments

*Mr. Sutton stated that he reached out to the residents of Plymouth Village regarding roundabouts at the intersection of Barlow Road and Terex Road. He stated that they were mostly in favor of one roundabout in this area, but not two, and were all in favor of lowering the speed limit on Terex Road as well as clearing out the vegetation. He further provided an update on the Tree Commission meeting that was held on October 22, 2020.*

*Mrs. Bigham stated that she has heard from numerous residents on the Connectivity Plan, and stated that many of the residents within Canterbury-on-the-Lakes are concerned with several sections that have been left out of funding that would connect their neighborhood to parks and other areas. She further provided an update on the Cemetery Board meeting that was held on October 21, 2020.*

*Mr. Foster stated that he has heard from numerous residents from Ashbrooke, Westbrooke, and Walters Road regarding Connectivity in their neighborhoods. He further stated that he has been working with the Environmental Awareness Committee regarding resolving survey issues with the single hauler/preferred hauler questionnaire.*

*Ms. Schlademan stated that she would like to look at Veterans Trail, Phase 3 during the Connectivity discussion.*

*Mr. Wooldredge reminded citizens that applications are currently being accepted for Hudson Community Television Advisory Committee, Board of Zoning and Building Appeals, Cemetery Board, Environmental Awareness Committee and Planning Commission. He further stated that the application deadline has been extended to November 6, 2020. He encouraged interested citizens to apply.*

### 4. Discussion Items

- A. [20-0140](#) **Designated Outdoor Refreshment Area (DORA) Update**  
**Brief Description:** City Staff will be present to provide an update on the DORA.  
**Attachments:** [DORA Update 10-19-20](#)

*Ms. Howington stated the DORA expires in January 2021, according to Resolution No. 20-69 that Council passed establishing the DORA. She further stated that merchants have contacted the City and would like to continue the DORA and outdoor dining for Spring of 2021. Ms. Kadish provided feedback from the downtown merchants on continuing the DORA and outdoor dining for next year. There was Council consensus to continue the DORA and outdoor dining for 2021, as well as discuss expanding the starting hours at a future workshop in early 2021.*

**This matter was discussed.**

- B.**        [20-0141](#)        **2020 Connectivity Plan**  
***Brief Description:*** Council discussion regarding the funding and implementation of the 2020 Connectivity Plan  
***Attachments:***        [Memo to Council - Connectivity Plan Mtg Oct 27th](#)  
   [Park Board recommendations on Connectivity Plan 10-22-2020](#)

*Mr. Sheridan stated that staff is looking for Council direction on the rankings of the proposed segments and the funding options. There was general discussion on the various segments and funding options. Staff will return to a future workshop with several funding options.*

**This matter was discussed.**

- C.**        [20-0142](#)        **Preliminary 2021 - 2025 Five-Year Plan Review**  
***Brief Description:*** Staff will present 2021-2025 Five Year Plan Capital for Cemeteries, Parks, Fire, EMS, Water, Electric, Velocity, and Fleet.  
***Attachments:***        [2021 - 2025 Five Year Plan - Original Draft 9-22-20](#)  
   [Timetable for 2021-2025 Five Yr Plan & Budget - 9-11-2020](#)

*Mr. Griffith explained the general fund for capital projects which includes Cemeteries, Parks, Fire, EMS, Water, Electric, and Velocity. Discussion included how to allocate excess funds over 40% fund balance, increase Cemeteries budget, and water fund. Council requested that staff provide them with the last 5-year trend for the City's health insurance renewals.*

**This matter was discussed.**

## **5. Proposed Consent Agenda for November 4, 2020, Council Meeting**

- A.**        [TMP-5135](#)        **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR THE PURCHASE OF ROAD SALT FROM CARGILL INC. THROUGH THE COMMUNITY UNIVERSITY AND EDUCATION PURCHASING ASSOCIATION PROGRAM FOR THE 2020-2021 WINTER SEASON.**  
***Brief Description:*** The Public Works Department budgets annually for the purchase of road salt for de-icing city streets for winter traffic safety. The Public Works Department seeks City Council approval of road salt purchases from Cargill Incorporated through participation in the CUE (Community, University and Education Purchasing Association).  
***Attachments:***        [Permission to bid 2020](#)  
   [Salt Bid Tab 100820](#)

**This Resolution was forwarded for further consideration at the November 4, 2020, Council meeting.**

- B.**        [TMP-5138](#)        **A RESOLUTION AUTHORIZING THE CITY MANAGER TO PURCHASE ROAD SALT CONVEYANCE SERVICES FOR THE 2020-2021 WINTER SEASON.**  
***Brief Description:*** Each year the Public Works Department solicits prices for the conveying of delivered road salt into the City salt storage facilities. Staff wishes to award the salt conveying contract for the 2020-2021 winter season.

Attachments:     [Permission to bid 2020](#)  
                          [Salt Conveyor Bid Tab](#)

**This Resolution was forwarded for further consideration at the November 4, 2020, Council meeting.**

- C.     [TMP-5127](#)     **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICES CONTRACT WITH COURTNEY & ASSOCIATES FOR THE PREPARATION OF THE CITY'S ELECTRIC RATE AND FUNCTIONALIZED COST OF SERVICE STUDY.**  
***Brief Description:*** The City's electric rate structure is currently due to be reviewed. Rates are typically reviewed on a five (5) year rotation to evaluate and align with the cost of power and delivery of services to HPP customers. As in the past, the City will utilize the public power consulting firm of Courtney & Associates to prepare an Electric Rate and Functionalized Cost of Service Study and to recommend rate structure adjustments.

**This Resolution was forwarded for further consideration at the November 4, 2020, Council meeting.**

- D.     [TMP-5115](#)     **A RESOLUTION AFFIRMING SUBMISSION OF AN APPLICATION BY THE CITY MANAGER TO THE HUDSON COMMUNITY FOUNDATION FOR A COVID-19 GRANT ON BEHALF OF HUDSON COMMUNITY TELEVISION.**  
***Brief Description:*** The Hudson Community Foundation is awarding grants to nonprofits that serve the City of Hudson and the Hudson City School District. The purpose of the funding is for nonprofits that have experience and history of providing services and support to Hudson residents. The City could receive \$8,000 in grant funding for the purchase of robotic cameras for use in the Hudson Community Television studio or at remote locations to allow for safe social distancing as required by necessary COVID-19 precautions. No match is required.

**This Resolution was forwarded for further consideration at the November 4, 2020, Council meeting.**

- E.     [TMP-5114](#)     **A RESOLUTION AFFIRMING THE APPLICATION SUBMITTED BY THE CITY MANAGER'S DESIGNEE TO THE OHIO HISTORY CONNECTION FOR AN OHIO HISTORY FUND GRANT FOR THE RESTORATION AND PRESERVATION OF THE OLD HUDSON TOWNSHIP BURYING GROUND.**  
***Brief Description:*** The Ohio History Connection awards Ohio History Fund Grant for the purpose of assistance with historically significant projects in Ohio. The City could receive up to \$20,000 in grant funding for restoration and preservation work on the Old Hudson Township Burying Ground. We have received letters of commitment from partner organizations and staff time will assist with the required match.

**This Resolution was forwarded for further consideration at the November 4, 2020, Council meeting.**

- F. [TMP-5143](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH SIGNAL SERVICE COMPANY FOR MAINTENANCE AND REPAIR OF TRAFFIC SIGNALIZATION EQUIPMENT.**  
***Brief Description:*** The Public Works Department budgets \$35,000 annually for preventative maintenance, emergency repairs, and component replacements for the City's traffic signalization equipment. The contract consists of unit pricing, as the maintenance activities fluctuate annually. This service provides for safe and reliable operation of the system. The current contract with Signal Service Company expires on December 31, 2020.

***Attachments:*** [Bid Tab Report - Hudson Traffic Signal Maintenance](#)

**This Resolution was forwarded for further consideration at the November 4, 2020, Council meeting.**

- G. [TMP-5151](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PURCHASE AGREEMENT WITH VASU COMMUNICATIONS INC., FOR THE PURCHASE OF 800MHZ RADIOS, PAGERS, BI-DIRECTIONAL AMPLIFIER AND SAFETY CENTER ALERTING SYSTEM; AND DECLARING AN EMERGENCY.**  
***Brief Description:*** A resolution authorizing the City Manager to enter into contract with Vasu Communications Inc. in the amount of \$261,875.38. This is for the purchase of 800MHZ radios, pagers, bi-directional amplifier and a Safety Center Alerting System.

***Attachments:*** [Radio proposal comparisons for legislation](#)

**This Resolution was forwarded for further consideration at the November 4, 2020, Council meeting.**

- H. [TMP-5153](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT FOR THE PURCHASE OF A POWER AMBULANCE COT AND POWER COT LOADING SYSTEM ON BEHALF OF HUDSON EMERGENCY MEDICAL SERVICE.**  
***Brief Description:*** The Ohio Bureau of Workers' Compensation provides the Safety Intervention Grant Program funding to Ohio public employers who wish to purchase equipment to substantially reduce or eliminate injuries and illnesses associated with a particular task or operation. The City Manager has accepted matching grant funding on behalf of Hudson EMS for the purchase of a power cot and load system for Hudson EMS.

**This Resolution was forwarded for further consideration at the November 4, 2020, Council meeting.**

- I. **TMP-5150** **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A UTILITY AND EMERGENCY ACCESS EASEMENT AGREEMENT BETWEEN THE CITY OF HUDSON AND THE VILLAS OF HUDSON HOMEOWNERS ASSOCIATION.**  
***Brief Description:*** City Staff requests authorization from City Council to enter into a

Utility and Emergency Access Easement Agreement for our Emergency Services between the City of Hudson and the Villas of Hudson Homeowners Association (HOA).

**Attachments:** Utility and Emergency Access Agreement (Villas of Hudson Homeowners Association to CITY)  
ACM - Downtown Projects Map  
Draft Resolution

**This Resolution was forwarded for further consideration at the November 4, 2020, Council meeting.**

- J.        TMP-5157        A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A UTILITY AND EMERGENCY ACCESS EASEMENT AGREEMENT BETWEEN THE CITY OF HUDSON AND THE CLAYTON COURT HOMEOWNERS ASSOCIATION, INC.**

**Brief Description:** City Staff requests authorization from City Council to enter into a Utility and Emergency Access Easement Agreement for our Emergency Services between the City of Hudson and the Clayton Court Homeowners Association, Inc. (HOA).

**Attachments:** Utility and Access Easement Agreement (Clayton Court to CITY)  
ACM - Downtown Projects Map  
Draft Resolution

**This Resolution was forwarded for further consideration at the November 4, 2020, Council meeting.**

## **6.        Proposed Legislation for November 4, 2020, Council Meeting**

- A.        [20-118](#)        AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF \$740,000 OF TAXABLE ECONOMIC DEVELOPMENT NONTAX REVENUE BOND ANTICIPATION NOTES, IN ANTICIPATION OF THE ISSUANCE OF BONDS, FOR THE PURPOSE OF PAYING COSTS OF ACQUIRING APPROXIMATELY 4.0 ACRES OF REAL PROPERTY LOCATED NEAR THE SOUTHWEST CORNER OF OWEN BROWN STREET AND MORSE ROAD; AND DECLARING AN EMERGENCY.**

**Brief Description:** This ordinance allows for the refinancing of existing financial obligations of the City. It allows for the rollover of note proceeds used to pay for the former Windstream property at 100 Owen Brown Street, purchased as part of the Downtown Phase II Project.

**Attachments:**        [Ordinance No. 20-118 \(As Introduced 10-6-2020\)](#)  
[Ordinance No. 20-118 \(As Revised 10-27-2020\)](#)

**This Ordinance was forwarded for further consideration at the November 4, 2020, Council meeting.**

- B.        [20-119](#)        AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF \$7,725,000 OF NOTES, IN ANTICIPATION OF THE ISSUANCE OF BONDS, FOR THE PURPOSE OF PAYING COSTS OF IMPROVING**

**CITY-OWNED PROPERTY LOCATED AT 5810 HUDSON DRIVE BY CONSTRUCTING, FURNISHING, EQUIPPING AND OTHERWISE IMPROVING (i) A NEW SALT STORAGE FACILITY AND (ii) A NEW BUS MAINTENANCE AND STORAGE FACILITY AND CLEARING, IMPROVING AND EQUIPPING THE SITE; AND DECLARING AN EMERGENCY.**

**Brief Description:** This ordinance allows for the refinancing of existing financial obligations of the City. It allows for the sale of notes to finance the cost of the new bus garage and salt storage facility.

**Attachments:** [Fiscal Officer's Certificate](#)  
[Ordinance No. 20-119 \(As Introduced 10-6-2020\)](#)  
[Ordinance No. 20-119 \(As Revised 10-27-2020\)](#)

**This Ordinance was forwarded for further consideration at the November 4, 2020, Council meeting.**

- C. [20-120](#) **AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF BONDS IN THE MAXIMUM PRINCIPAL AMOUNT OF \$3,975,000 FOR THE PURPOSE OF PAYING COSTS OF ACQUIRING AND INSTALLING EQUIPMENT AS PART OF THE CITY'S MUNICIPAL BROADBAND SERVICES SYSTEM PROJECT; AND DECLARING AN EMERGENCY.**

**Brief Description:** This ordinance allows for the permanent financing of the installation of the broadband services system (Velocity Broadband).

**Attachments:** [Fiscal Officer's Certificate](#)  
[Ordinance No. 20-120 \(As Introduced 10-6-2020\)](#)  
[Ordinance No. 20-120 \(As Revised 10-27-2020\)](#)

**This Ordinance was forwarded for further consideration at the November 4, 2020, Council meeting.**

- D. [20-121](#) **AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF BONDS IN THE MAXIMUM PRINCIPAL AMOUNT OF \$1,970,000 FOR THE PURPOSE OF PAYING COSTS OF IMPROVING THE CITY'S WATER SYSTEM AND THE CITY'S WATER TREATMENT PLANT BY CONSTRUCTING A BRINE WELL; AND DECLARING AN EMERGENCY.**

**Brief Description:** This ordinance authorizes the issuance of bonds to permanently finance the brine well at the water plant.

**Attachments:** [Fiscal Officer's Certificate](#)  
[Ordinance No. 20-121 \(As Introduced 10-6-2020\)](#)  
[Ordinance No. 20-121 \(As Revised 10-27-2020\)](#)

**This Ordinance was forwarded for further consideration at the November 4, 2020, Council meeting.**

- E. [20-122](#) **AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF BONDS IN THE MAXIMUM PRINCIPAL AMOUNT OF \$990,000 FOR THE PURPOSE OF PAYING COSTS OF ACQUIRING, REMODELING,**

**RENOVATING, FURNISHING, EQUIPPING AND OTHERWISE IMPROVING A BUILDING, AND ACQUIRING, CLEARING, IMPROVING AND EQUIPPING ITS SITE, FOR USE AS A NEW CITY HALL TO HOUSE MUNICIPAL OFFICES AND FUNCTIONS; AND DECLARING AN EMERGENCY.**

**Brief Description:** This ordinance authorizes the issuance of bonds to permanently finance the City Hall Project.

**Attachments:** [Fiscal Officer's Certificate](#)  
[Ordinance No. 20-122 \(As Introduced 10-6-2020\)](#)  
[Ordinance No. 20-122 \(As Revised 10-27-2020\)](#)

**This Ordinance was forwarded for further consideration at the November 4, 2020, Council meeting.**

- F. [20-123](#) **AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF BONDS IN THE MAXIMUM PRINCIPAL AMOUNT OF \$675,000 FOR THE PURPOSE OF PAYING COSTS OF IMPROVING THE CITY'S WATER SYSTEM BY CONSTRUCTING WATER MAINS; AND DECLARING AN EMERGENCY.**

**Brief Description:** This ordinance authorizes the issuance of bonds to permanently finance the Hudson Drive Waterline Improvement Project.

**Attachments:** [Fiscal Officer's Certificate](#)  
[Ordinance No. 20-123 \(As Introduced 10-6-2020\)](#)  
[Ordinance No. 20-123 \(As Revised 10-27-2020\)](#)

**This Ordinance was forwarded for further consideration at the November 4, 2020, Council meeting.**

- G. [20-124](#) **A RESOLUTION AMENDING RESOLUTION NO. 20-101 TO REFLECT CERTAIN CHANGES REQUESTED BY THE SUMMIT COUNTY DEPUTY FISCAL OFFICER; AND DECLARING AN EMERGENCY.**

**Brief Description:** This legislation will amend Resolution No. 20-101, a Resolution of Necessity previously adopted by this Council on September 15, 2020, to reflect certain changes requested by the Summit County Deputy Fiscal Officer. The proposed amendments do not change the intent or purpose of the Resolution of Necessity for the renewal of the existing Library Levy.

**Attachments:** [Resolution No. 20-101 \(as adopted 9-15-2020\)](#)  
[Resolution No. 20-124](#)

*Mr. Knoblauch explained why an emergency clause is being requested.*

**This Resolution was forwarded for further consideration at the November 4, 2020, Council meeting.**

- H. [20-125](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO AMEND AN EXISTING CONTRACT WITH MOMENTUM TELECOM, INC. FOR WHOLESALE VOICE OVER INTERNET PROTOCOL SERVICES.**

**Brief Description:** Council authorization is required to amend the existing contract



for wholesale VoIP (phone) services, with the cost of the services borne by subscribing Velocity Broadband customers. Staff has renegotiated more competitive pricing and modified terms to ensure the highest level of service can continue to be provided to Velocity Broadband customers.

Attachments: [Resolution No. 20-125](#)

**This Resolution was forwarded for further consideration at the November 4, 2020, Council meeting.**

**I. [20-126](#)**

**A RESOLUTION ACCEPTING THE CITY MANAGER'S RECOMMENDATION NOT TO IMPLEMENT THE GROWTH MANAGEMENT RESIDENTIAL DEVELOPMENT ALLOCATION SYSTEM DURING CALENDAR YEAR 2021.**

**Brief Description:** The City is not abandoning the Growth Management Allocation System, but because of no appreciable population change, the system would not be implemented for 2021.

Attachments: [GMA Annual Report to City Council 10.14.20 for year 2021](#)  
[Notice of Public Hearing on 11-4-2020](#)  
[Resolution No. 20-126](#)

**This Resolution was forwarded for further consideration at the November 4, 2020, Council meeting.**

**J. [TMP-5176](#)**

**A RESOLUTION ADOPTING IN CONCEPT THE CITY OF HUDSON FIVE-YEAR PLAN 2021-2025.**

**Executive Summary:** This resolution adopts in concept the City's Five-Year Plan.

Attachments: 2021 - 2025 Five Year Plan - Final Draft 10-28-20  
TMP-5176 Res Adopting 5-Yr Plan 2021-2025

**This Resolution was forwarded for further consideration at the November 4, 2020, Council meeting.**

**K. [TMP-5175](#)**

**AN ORDINANCE TO MAKE APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF HUDSON, COUNTY OF SUMMIT, STATE OF OHIO, DURING THE FISCAL YEAR BEGINNING JANUARY 1, 2021 AND ENDING DECEMBER 31, 2021.**

**Executive Summary:** This Ordinance establishes the City's budget for 2021.

Attachments: Draft Ordinance

**This Ordinance was forwarded for further consideration at the November 4, 2020, Council meeting.**

**7. Items to be Added to Future Agendas**

*None.*

**8. Adjournment**

**There being no further discussion, Mr. Wooldredge adjourned the Council workshop meeting at 10:04 p.m.**

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**William D. Wooldredge, President of Council**

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