



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, September 24, 2019

7:30 PM

Town Hall

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: 4 - Mrs. Bigham, Mr. DeSaussure, Ms. Radigan and Mr. Wooldredge

Absent: 3 - Mr. Hanink, Mr. Kelemen and Dr. Williams

Others & Staff in Attendance: Mayor Basil; Ms. Howington, City Manager; Mr. Griffith, Management/Budget Director; Mr. Hutchinson, Assistant Public Works Director; Mr. Knoblauch, Assistant City Manager - Financial/Special Projects; Mr. Kosco, City Engineer; Mr. Leedham, Information Systems Director; Mr. Leiter, Production Assistant; Mr. Powell, Assistant Public Works Director; Ms. Roberts, Communications Manager; Mr. Sheridan, Assistant City Manager - Professional Services; and Mr. Tabak, Police Chief.

2. Proclamation

A. 19-0094 Recognition of the significant and enduring contributions of Roland Winzer to the citizens of Hudson.

Brief Description: This Proclamation recognizes Roland Winzer's contributions and enduring efforts to establish and support the Sister City Partnership between Hudson and Landsberg am Lech, Germany.

Attachments: Proclamation

Mayor Basil welcomed visitors and introduced Herr Harry Reitmeir, Council Member, who was honored to speak on behalf of Landsberg am Lech. He shared greetings from Bavaria, and he spoke about the Sister City Partnership, pledging his continuing support. Mr. Jeff Moore, of Hudson, provided a history of the Sister City Partnership between Hudson and Landsberg am Lech, and he spoke of current programs offered, including: 1.) Youth Exchange and Grant Program; 2.) Citizen Travel; and 3.) Christkindlmarkt.

Mayor Basil read this Proclamation in its entirety, recognizing Roland Winzer's contributions and support of the Sister City Partnership between Hudson and Landsberg am Lech, Germany.

3. Correspondence and Council Comments

Ms. Bigham and Ms. Radigan thanked those citizens that attended their Ward Forums on Sunday, September 22, 2019.

Mr. Wooldredge stated that Ms. Howington supplied all of Council with the Hudson Growth Trends Report, and stated that it supplies a lot of helpful information.

4. Discussion Item

- A. [19-0093](#) **City of Hudson 2020 - 2024 Five-Year Plan Review and 2020 Budget**
Brief Description: This is the second of four scheduled meetings to review the City's 2020-2024 Five-Year Plan and 2020 Budget. This meeting will focus on Street Maintenance/Service Fund, Water Fund, Electric Fund and Storm Water Fund.

Mr. Griffith went over the Five-Year Plan for Service, Water, Storm Water and Electric. Discussion included, gas tax increase, general fund transfer, Storm Water personnel, leaf collection program, purchase of road salt, increase in storm water projects, catch basin repair program, various water projects, brine well, various waterline projects, impact that solar power will have on the Electric Fund, and electric substation projects.

Ms. Bigham asked why those living within the former Village pay a lower cost than those that live outside the former Village. Mr. DeSassure stated that this was part of the agreement at the time of merger. Council asked staff to look into the impact of changing the water rates so everyone on Hudson water pays the same rate.

This matter was discussed.

5. Proposed Consent Agenda for October 1, 2019, Council Meeting

- A. [19-128](#) **AN ORDINANCE AMENDING ORDINANCE NO. 18-160, MAKING APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF HUDSON DURING THE FISCAL YEAR ENDING DECEMBER 31, 2019, BY MAKING ADDITIONAL AND/OR AMENDED APPROPRIATIONS RELATED TO THE THIRD QUARTER OF 2019.**

Brief Description: This Ordinance will amend the 2019 budget for additional and/or amended appropriations as listed in the attached Exhibit A.

Attachments: [Exhibit A - Third Quarter Appropriations 2019](#)

[Ordinance No. 19-128](#)

This Ordinance was forwarded for further consideration at the October 1, 2019, Council meeting.

- B. [19-129](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ADVERTISE FOR BIDS AND ENTER INTO CONTRACTS FOR THE 2020 CAPITAL MAINTENANCE PROGRAMS OF THE CITY OF HUDSON.**

Brief Description: This Resolution would authorize the advertisement, receipt of bids and award of contracts for the 2020 seven (7) annual road programs that will comprise the Annual Capital Maintenance Program. The program includes: Line Striping, Crack Sealing, Concrete Replacement, Sidewalk Connectivity, Asphalt Overlay and Resurfacing, Asphalt Patching and Catch Basin Repairs.

Attachments: [Resolution No. 19-129](#)

This Resolution was forwarded for further consideration at the October 1, 2019, Council meeting.

- C. [19-130](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ADVERTISE FOR BIDS AND TO ENTER INTO A CONTRACT FOR THE BOSTON MILLS ROAD WATERLINE LOOP PROJECT WITH THE LOWEST AND BEST BIDDER.**

Brief Description: This project will involve the installation of a new 8” water main and new electrical conduit from Hudson Crossing Parkway to Reserve at River Oaks Subdivision. This project is being partially paid for by funds donated to the City from Pulte Homes of Ohio as part of requirements of the new River Oaks Subdivision.

Attachments: [Project Map](#)
 [Resolution No. 19-130](#)

This Resolution was forwarded for further consideration at the October 1, 2019, Council meeting.

- D. [19-131](#) **A RESOLUTION AFFIRMING THE APPLICATION SUBMITTED BY THE CITY MANAGER’S DESIGNEE TO THE LEHNER FAMILY FOUNDATION FOR A GRANT ON BEHALF OF THE HUDSON CEMETERIES.**

Brief Description: The Lehner Family Foundation has a funding interest in historic preservation in Summit County. A grant application requesting \$40,000 to assist with the restoration and preservation of the Old Hudson Township Burying Ground was submitted. No match is required. Estimated cost for restoration and preservation work is \$48,426.00.

Attachments: [Resolution No. 19-131](#)

This Resolution was forwarded for further consideration at the October 1, 2019, Council meeting.

- E. [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](#)

This Resolution was forwarded for further consideration at the October 1, 2019, Council meeting.

- F. [TMP-4405](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH THE DAVEY TREE EXPERT COMPANY FOR TREE TRIMMING AND MAINTENANCE SERVICES.**
- Brief Description:** The Public Works Department budgets annually for contract tree maintenance to trim and remove trees along Hudson streets, greens, public properties, and overhead electrical system conductors. The Public Works Department seeks City Council approval to enter into a contract with The Davey Tree Expert Company for these services.
- Attachments:** [2019 Permission to Bid](#)
 [Tree Maintenance Bid Tabs - Exhibit A](#)
 [Draft Resolution](#)

Mr. DeSassure asked about the bid received from Asplundh. Mr. Hutchinson stated that Asplundh has significantly raised their rates, not only in Hudson, but surrounding communities.

This Resolution was forwarded for further consideration at the October 1, 2019, Council meeting.

- G. [TMP-4406](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH ZSCAPE, LLC FOR TREE PLANTING SERVICES.**
- Brief Description:** The Public Works Department budgets annually for contract tree planting services along public right-of-way streets within Hudson, on the public greens, and on public properties. The Public Works Department seeks City Council approval to enter into a contract with Zscape, LLC for these services.
- Attachments:** [2019 Permission to Bid](#)
 [Tree Planting Bid Tab](#)

This Resolution was forwarded for further consideration at the October 1, 2019, Council meeting.

- H. [TMP-4407](#) A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH JANCO SERVICE INDUSTRIES FOR HOUSEKEEPING / CLEANING SERVICES AT CITY OFFICES AND PUBLIC FACILITIES.
- Brief Description:*** The Public Works Department wishes to contract with Janco Service Industries for general cleaning services for City offices and public buildings.
- Attachments:*** [2019 Permission to Bid](#)
[2020-2021 Bid Tab Total](#)

This Resolution was forwarded for further consideration at the October 1, 2019, Council meeting.

- I. [TMP-4436](#) A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH INDEPENDENCE BUSINESS SUPPLY FOR THE PURCHASE OF TABLES AND CHAIRS FOR THE CITY HALL BUILDING AT 1140 TEREX ROAD.
- Brief Description:*** This purchase includes the tables and chairs for the lower level Community Rooms and the 1st floor Boards and Commission Room at the new City Hall.
- Attachments:*** [City Hall Additional Cost Summary \(9-25-19\)](#)

This Resolution was forwarded for further consideration at the October 1, 2019, Council meeting.

- J. [TMP-4419](#) A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN ADDENDUM TO A PROFESSIONAL SERVICES CONTRACT WITH OHM ADVISORS FOR ADDITIONAL ENGINEERING DESIGN SERVICES RELATED TO THE DESIGN OF THE VALLEY VIEW STORM WATER POND PROJECT (PID# 101636); AND DECLARING AN EMERGENCY.
- Executive Summary:*** This Resolution would authorize a \$6,500 increase to the original design contract for engineering design services related to the design of the Valley View Road Storm Water Pond Project.
- Attachments:*** [Location Map](#)

This Resolution was forwarded for further consideration at the October 1, 2019, Council meeting.

- K. [TMP-4421](#) A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH DUDE SOLUTIONS, INC. FOR PROFESSIONAL SERVICES PERTAINING TO ASSET AND WORKFLOW MANAGEMENT SOFTWARE FOR CITY SERVICES OPERATIONS; AND DECLARING AN EMERGENCY.
- Brief Description:*** This resolution request authorizes the purchase of an asset/work order management software system that will replace the current out of date system with an upgraded more versatile system that can integrate all areas of City operations workflow management.

Mr. Leedham stated that the current software that is being used is 15 years old and is not working with today's technology. Mr. Leedham explained that staff reviewed 8 different software programs through a 6 month timeframe, and Dude Solutions met all of the criteria that staff was looking at, as well as other modules that our current system does not have to create better efficiency. Brief discussion followed.

This Resolution was forwarded for further consideration at the October 1, 2019, Council meeting.

6. Proposed Legislation for October 1, 2019, Council Meeting

- A. [19-126](#) **AN ORDINANCE AMENDING SECTION 432.30, "STOPPING FOR SCHOOL BUS; ACTUATING VISUAL SIGNALS; DISCHARGING CHILDREN" OF THE TRAFFIC CODE; AND DECLARING AN EMERGENCY. (As Amended 9/17/2019)**

Brief Description: This legislation, as permitted under Hudson's Home Rule authority, increases penalties for violation of the statutes prohibiting the passing of school busses with lights flashing and stop sign extended for the boarding and unboarding of students. Pursuant to workshop discussion on September 10, 2019, the Ordinance has been amended to reflect a maximum fine of \$1,000.00 for a first offense.

Attachments: [Ordinance No. 19-126 \(as amended 9-17-2019\) redline](#)

This Ordinance was forwarded for further consideration at the October 1, 2019, Council meeting.

- 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](#)

This Resolution was forwarded for further consideration at the October 1, 2019, 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 9:03 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, excluding executive sessions, in accordance with Codified Ordinances, Section 220.031 (a), Rules for Workshop Meetings.