



# 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)*

*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, April 7, 2020

7:30 PM

Via Video-Conference & Live-Stream

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#### 1. Call to Order

Mayor Shubert called to order the meeting of Hudson City Council at 7:32 p.m., in accordance with the Sunshine Laws of the State of Ohio, O.R.C. Section 121.22.

#### 2. Pledge of Allegiance to the Flag

#### 3. Roll Call

**Present:** 6 - Mrs. Bigham, Mr. DeSaussure, Mr. Foster, 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. Gerbracht, HCTV Operations Manager; Mr. Knoblauch, Assistant City Manager - Financial/Special Projects; Mr. Leedham, Innovation & Technology Director; and Mr. Sheridan, Assistant City Manager - Professional Services.*

#### 4. Approval of the Minutes

##### A. [20-0044](#) Minutes of Previous Council Meetings

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

**Attachments:** [March 31, 2020 Special Meeting Minutes - DRAFT](#)

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

## 5. Public Comments

*None.*

## 6. Correspondence and Council Comments

*Mrs. Bigham requested that the Fire/EMS Chief and/or the Police Chief regularly attend Council meetings to provide public safety updates concerning COVID-19.*

*Ms. Schlademan said that some constituents have expressed concerns regarding Republic Service suspending recycling service, and she stated her understanding that the company will still remove recycling for its customers. She also noted that there is a petition being circulated by the Rails to Trails Conservancy to temporarily close certain streets to create more safe places for people to walk and bike, allowing for social distancing. She suggested that City staff review potential streets where this could be implemented.*

*Mr. Foster said that it was his understanding that Republic Services will pick up contents of recycling bins, but the contents will be comingled with general refuse. He explained that Republic made this decision, based on labor shortages due to the COVID-19 outbreak. He noted that many people and businesses have been affected by shutdowns, and he urged landlords to work with local businesses and to consider forbearance or partial forgiveness of rent payments. He further urged that landlords comply with a government mandate of forbearance for a 90-day period.*

*Mr. Wooldredge spoke further regarding Republic Services and said that customers are confused about recycling. He asked staff to research company policies in light of the current situation and to communicate this to residents. Discussion followed regarding the recycling services being offered by other refuse haulers in Hudson.*

*Mayor Shubert thanked Mr. Comeriato and Public Works Department employees for putting up the American flags in Hudson.*

## 7. Report of Manager

*Ms. Howington reported on the following matters:*

- Hudson's first responders are responding to all calls as if they are COVID-19 cases, masks are being utilized on everyone.*
- Small businesses are especially being impacted; staff is assisting by providing information and resources regarding access to aid.*
- She thanked Council for having authorized the Public Safety Dispatch Upgrades Project, which is now being implemented.*
- Waste haulers are attempting to continue trash removal and recycling services, while working to protect their employees. Since there are a number of haulers that serve Hudson, updates vary depending on the company, and City staff is directing callers to check with the independent companies. Mr. Comeriato provided additional details, noting that Republic is taking refuse and recycling to a landfill, and he suggested that people save their recycling until that service is available again. He said that Kimble and Waste Management have suspended collection of bulk items and yard waste, but household waste will be hauled away as long as it is in containers. He expected that regular services will resume when the state of emergency is lifted. Discussion followed regarding recycling.*
- The City doesn't have licensing authority over landlords, but it can advocate for local businesses concerning rental abatement and can broker assistance.*
- She urged everyone to remain vigilant during the next two weeks, be conscious of social and physical distancing, wash hands, avoid touching face, and remove shoes in personal spaces.*

## 8. Discussion Items

### A. Coronavirus Task Force Subcommittee Update

*Mr. Foster provided a brief update and asked that the following motions remain tabled while the Subcommittee continues its work, referring also to related Resolution No. 20-45 under Legislation on this agenda.*

**This matter was discussed.**

#### 1.) Motion to direct the City Staff to implement the 2020 COVID-19 Hudson Utility Relief Program as described on Exhibit A dated March 31, 2020.

**This motion was tabled until the meeting of April 21, 2020.**

#### 2.) Motion to direct the City Staff to implement the 2020 COVID-19 Hudson Emergency Economic Incentive Program as described on Exhibit B dated March 31, 2020.

**This motion was tabled until the meeting of April 21, 2020.**

## 9. Appointments

*None.*

## 10. 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. The motion carried by the following vote:**

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

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

### A. [20-43](#) A RESOLUTION TO APPROVE THEN AND NOW CERTIFICATES FOR PURCHASES MADE; AND DECLARING AN EMERGENCY.

**Brief Description:** Council authorization is required for payment of the invoices shown on this Resolution, each in excess of \$3,000, for which commitments were made before Purchase Orders were generated.

**Attachments:** [Resolution No. 20-43](#)

**Resolution No. 20-43 was passed on the Consent Agenda.**

**11. Legislation**

- A. [20-30](#) **A RESOLUTION APPROVING THE APPLICATION FOR PLACEMENT OF LAND IN A CURRENT AGRICULTURAL USE DISTRICT FOR PURPOSES OF O.R.C. SECTION 929.02 FOR JOANN POULTON, 5457 STOW ROAD, HUDSON, OHIO.**

**Brief Description:** Ms. Poulton has submitted a renewal Application for Placement of Farmland in an Agricultural District for her property on Stow Road.

**Attachments:** [Application for Agricultural District Renewal](#)  
[Notice of Public Hearing - postponed to 3-31-2020](#)  
[Code Enforcement Memo 3-6-2020](#)  
[Map - 5457 Stow Road](#)  
[Resolution No. 20-30](#)

Mayor Shubert read the title of Resolution No. 20-30, which constituted its third reading.

A motion was made by Mr. DeSaussure, seconded by Mr. Wooldredge, to pass Resolution No. 20-30. The motion carried by the following vote:

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

- B. [20-34](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH S&S PROCESSING (ATHLETIC FIELD PROS) FOR THE INSTALLATION OF INFIELD MATERIAL AND FORTIFICATION OF INFIELD INFRASTRUCTURE AT THE BARLOW FARM PARK BASEBALL COMPLEX; AND DECLARING AN EMERGENCY.**

**Brief Description:** In review, the four (4) baseball fields at Barlow Farm Park required safety related repairs/renovations due to years of excessive wear and failing infrastructure. The immediate Phase I needs were completed in the fall of 2019 with a change order to the Public Works landscaping contract with Vizmeg Landscaping. Phase II of the field improvements have been publicly bid and staff is prepared to award the contract.

**Attachments:** [Bid Tab Report-2020 Barlow Farm Park Baseball Infields Renovation](#)  
[Resolution No. 20-34](#)

Mayor Shubert read the title of Resolution No. 20-34, which constituted its third reading.

A motion was made by Mr. Wooldredge, seconded by Mr. DeSaussure, to pass Resolution No. 20-34. The motion carried by the following vote:

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

- C.        [20-36](#)            **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PURCHASE AGREEMENT WITH THE WOLF CREEK COMPANY FOR THE PURCHASE AND INSTALLATION OF THE GOLF COURSE IRRIGATION SYSTEM CONTROL PANEL; AND DECLARING AN EMERGENCY.**

**Brief Description:** The existing irrigation pump control station was purchased in 1999 and has reached the end of its useful life. Replacement is necessary due to excessive wear and tear and operational failures.

**Attachments:**        [Irrigation Bid Tab](#)  
                                 [Resolution No. 20-36](#)

**Mayor Shubert read the title of Resolution No. 20-36, which constituted its third reading.**

*Mr. Sutton stated his preference that legislation not include emergency language, and that Resolutions authorizing both bidding and an award of contract be utilized. Ms. Howington explained that some projects are in the process and require separate authorizations, but going forward staff will follow this direction. Responding to Mrs. Bigham's inquiry, Ms. Howington provided an update on the the Golf Course, stating that staff is maintaining the course and will re-open it as soon as possible.*

**A motion was made by Mr. Wooldredge, seconded by Mr. DeSaussure, to pass Resolution No. 20-36. The motion carried by the following vote:**

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

- D.        [20-37](#)            **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO CONTRACTS FOR THE PURCHASE OF THREE FLEET VEHICLES FOR HUDSON PUBLIC POWER AND SERVICE/STREETS OPERATIONS AND TO OUTFIT ALL OF SAID VEHICLES WITH REQUIRED EQUIPMENT; AND DECLARING AN EMERGENCY.**

**Brief Description:** Staff wishes to proceed with the replacement purchase of three existing vehicles as detailed in the 2020 fleet capital replacement plan. The Public Works Department has obtained pricing for the purchase of these three (3) replacement vehicles. They include two (2) Freightliner Cab and Chassis vehicles and one (1) Ford F550.

**Attachments:**        [Permission to Bid 2020](#)  
                                 [2020 Fleet Replacement Plan 082319](#)  
                                 [Resolution No. 20-37](#)

**Mayor Shubert read the title of Resolution No. 20-37, which constituted its second reading.**

- E.        [20-41](#)            **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PURCHASE AND SALE AGREEMENT WITH WINDSTREAM WESTERN RESERVE, LLC TO ACQUIRE REAL PROPERTY LOCATED AT 94 OWEN BROWN STREET (PERMANENT TAX PARCEL NO. 32-04148) IN THE CITY OF HUDSON, OHIO; AND DECLARING AN EMERGENCY.**

***Brief Description:*** This resolution authorizes the purchase of property located at 94 Owen Brown Street in order to facilitate eventual development of the downtown area pursuant to future Council direction.

***Attachments:***        [Resolution No. 20-41](#)

Mayor Shubert read the title of Resolution No. 20-41, which constituted its third reading.

A motion was made by Mr. Wooldredge, seconded by Mr. DeSaussure, to postpone action on Resolution No. 20-41 to the meeting of May 19, 2020. The motion failed by the following vote:

**Aye:** 3 - Mr. Wooldredge, Mr. DeSaussure and Ms. Schlademan

**Nay:** 3 - Mrs. Bigham, Mr. Foster and Mr. Sutton

A motion was made by Mr. DeSaussure, seconded by Mr. Wooldredge, to pass Resolution No. 20-41. The motion failed by the following vote:

**Aye:** 3 - Mr. DeSaussure, Ms. Schlademan and Mr. Wooldredge

**Nay:** 3 - Mrs. Bigham, Mr. Foster and Mr. Sutton

- F.        [20-44](#)            **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH IVIDEO FOR THE PURCHASE OF AUDIO EQUIPMENT FOR THE TOWN HALL COUNCIL CHAMBERS.**

***Brief Description:*** This Resolution will authorize the City Manager to enter into a contract with iVideo for the needed audio equipment for the Council Chambers room at Town Hall, 27 E. Main Street. This audio equipment will benefit all public meetings in the Council Chambers room.

***Attachments:***        [Resolution No. 20-44](#)

Mayor Shubert read the title of Resolution No. 20-44, which constituted its first reading.

**G. [20-45](#) A RESOLUTION AUTHORIZING THE CITY MANAGER TO IMPLEMENT A TEMPORARY SMALL BUSINESS UTILITY RELIEF PROGRAM DUE TO THE COVID-19 PANDEMIC; AND DECLARING AN EMERGENCY.**

**Brief Description:** In order to help alleviate negative impacts of COVID-19 and Ohio's Stay at Home Order for Hudson's small businesses, this Resolution authorizes implementation of a Temporary Small Business Utility Relief Program.

**Attachments:** [Utility Billing Relief Program 2020-Proposed](#)  
[Resolution No. 20-45](#)

**Mayor Shubert read the title of Resolution No. 20-45, which constituted its first reading.**

*Mr. Foster said that Resolution No. 20-45 would allow the City to implement a Small Business Utility Relief Program. He asked that Exhibit A of the motion he proposed on March 31, 2020, regarding implementation of the 2020 COVID-19 Hudson Utility Relief Program be attached to this Resolution, and he urged Council to move forward under the direction laid out in that piece concerning the definition of small businesses that would qualify for the program. Discussion followed, and there was general consensus in support of the concept, but differences were expressed regarding development of the specific plan. While this Resolution would allow the City Manager to develop, implement, and administer a program, Mr. Sutton and Mrs. Bigham said the language was too broad and should include program specifics and fiscal authorization. Mr. DeSaussure suggested that amendments be proposed for Council consideration. Ms. Schlademan announced that she will abstain from the discussion as well as the vote on this Resolution, as it could potentially benefit her business.*

**Council members discussed Resolution No. 20-45.**

**12. Adjournment**

**There being no further business, Mayor Shubert adjourned the Council meeting at 8:22 p.m.**

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**Craig A. Shubert, Mayor**

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**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.*