



# City of Hudson, Ohio

## Meeting Minutes - Draft City Council Workshop

*Jeffrey L. Anzevino, Mayor*

*Christopher W. Foster, President of Council (Ward 2)*

*Christopher A. Banweg, Council Member (At-Large)*

*Beth A. Bigham, Council Member (Ward 4)*

*Karen E. Heater, Council Member (At-Large)*

*Nicole V. Kowalski, Council Member (At-Large)*

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

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

*Thomas Sheridan, Interim City Manager*

*Marshal Pitchford, City Solicitor*

*R. Todd Hunt, Special Counsel*

*Aparna Wheeler, Clerk of Council*

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Tuesday, May 10, 2022

7:30 PM

Town Hall  
27 East Main Street

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### 1. Call to Order

**President of Council Foster 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:** 7 - Mr. Banweg, Mrs. Bigham, Mr. Foster, Mrs. Heater, Mrs. Kowalski, Ms. Schlademan and Mr. Sutton

*Mrs. Bigham entered the meeting around 7:40 p.m.*

*Others & Staff in Attendance: Mayor Anzevino; Mr. Sheridan, Interim City Manager; Mr. Comeriato, Assistant City Manager - Operations; Mr. Hannan, Community Development Director; Mr. Knoblauch, Assistant City Manager - Financial/Special Projects; Mr. Kosco, City Engineer; and Mr. Leiter, HCTV Production Assistant.*

### 2. Correspondence and Council Comments

*Mrs. Kowalski asked staff to include the review of the improvements to the Owen Brown Street underpass during the Road Tour on May 14, 2022, and to add a discussion item to a future workshop.*

*Mr. Sutton requested that the City Solicitor provide information on how H.B. 563 would effect the City's current Ordinance on Short Term Rentals. Mr. Sheridan stated that he sent the information to Mr. Pitchford and Mr. Hunt. He further stated that legal counsel is looking at the City's current Fireworks Ordinance.*

*Mr. Foster provided an update on the Planning Commission meeting that was held on May 9, 2022.*

### 3. Discussion Items

*None.*

**4. Proposed Consent Agenda for May 17, 2022 Council Meeting**

- A. [TMP-6071](#) **A Motion to Acknowledge the Timely Receipt of the April 2022 Monthly Financial Report**  
**Brief Description:** Financial summaries are provided each month for Council's review.  
**Attachments:** [April 2022 Financial Report](#)

*Mr. Sutton asked about the amount of Utility Billing delinquencies. Mr. Knoblauch stated that he will look into it and send an e-mail out to Council.*

**This Motion was forwarded for further consideration at the May 17, 2022, Council meeting.**

- B. [TMP-6046](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PURCHASE AGREEMENT WITH OTC SERVICES, INC. FOR THE PURCHASE OF AN ELECTRICAL SUBSTATION TRANSFORMER; AND DECLARING AN EMERGENCY.**  
**Brief Description:** This project involves the replacement of an electrical transformer at the City's Eastside substation. In 2020 staff received permission to bid and award this project within the 2021 operational year with passage of Resolution 20-162. The project budget is \$900,000. The development of the design RFP, award of the design and specifications contract, and the actual initial design work for the transformer, pushed the bidding of the transformer into 2022. With the bidding occurring outside of 2021, staff is returning to Council for permission to award the transformer purchase contract.  
**Attachments:** [Res No. 20-162 Auth 2021 Advertisemenet for Bids and Award of PW Contracts](#)  
[Bid Tabulation - Eastside Substation Transformer Project-Transformer](#)  
[Draft Resolution](#)

**This Resolution was forwarded for further consideration at the May 17, 2022, Council meeting.**

- C. [TMP-6064](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO BID AND AWARD CONTRACTS FOR THE EASTSIDE SUBSTATION TRANSFORMER REPLACEMENT PROJECT**  
**Brief Description:** This Resolution involves the purchase of substation electrical equipment and the bid and award of a construction contract as part of the electrical transformer replacement project at the City's Eastside substation. In 2020 staff received permission to bid and award all components of the project within the 2021 operational year with passage of Resolution 20-162. The project budget is \$900,000. The development of the project design RFP, award of the design and specifications contract, and the actual initial design work for the transformer replacement project, pushed the bidding schedule of the electrical equipment and associated components for the project into 2022. With requests to bid and award

occurring outside of 2021, staff is returning to Council for permission to bid and award three contracts for the purchase of equipment and the construction of the project.

Attachments: [Draft Resolution](#)

This Resolution was forwarded for further consideration at the May 17, 2022, Council meeting.

- D. [TMP-6061](#) **A RESOLUTION TO APPROVE A THEN AND NOW CERTIFICATE FOR A PURCHASE MADE; AND DECLARING AN EMERGENCY.**  
**Brief Description:** Council authorization is required for payment of the invoice shown on this Resolution in excess of \$3,000, for which a commitment was made before a Purchase Order was generated.

Attachments: [Draft Resolution](#)

This Resolution was forwarded for further consideration at the May 17, 2022, Council meeting.

- E. [TMP-6070](#) **A RESOLUTION AUTHORIZING THE ACCEPTANCE OF \$211,612.00 IN BROWNFIELD REMEDIATION GRANT CLEANUP/REMEDATION PROGRAM FUNDING BY THE INTERIM CITY MANAGER FROM THE OHIO DEPARTMENT OF DEVELOPMENT; AND DECLARING AN EMERGENCY.**  
**Brief Description:** The purpose of the program is to provide funding for assessments and cleanup/remediation costs aimed at containing, removing or disposing of hazardous substances at a brownfield. The City sought funding for the removal of hazardous substances at the former Youth Development Center on Hines Hill Road. The total project estimate is \$282,150.00. The City was awarded \$211,612 (75%) from the Ohio Department of Development with a required match of \$70,538 (25%).

Attachments: [Brownfield Grant Agreement](#)  
[Draft Resolution](#)

*Mr. Sutton thanked staff for the quick turn around on the application for this grant. Mr. Foster thanked Mr. Sutton for letting staff know about the grant opportunity.*

This Resolution was forwarded for further consideration at the May 17, 2022, Council meeting.

## 5. Proposed Legislation for May 17, 2022 Council Meeting

- A. [22-24](#) **AN ORDINANCE ENACTED PURSUANT TO SECTION 3.01 OF THE CITY CHARTER AMENDING THE WARD BOUNDARIES OF THE CITY IN RESPONSE TO RECEIPT OF THE UNITED STATES CENSUS DATA IN 2020.**  
**Brief Description:** The city administration proposes new ward boundaries to

equalize the population among the four (4) ward boundaries as required in Section 3.01 of the City Charter, based on the new 2020 U.S. Census data and the population changes to the City Council Wards.

**Attachments:** [Ward Map at Merger effective 1-1-94](#)  
[Council Wards 2000 Census](#)  
[Council Wards 2010 Census](#)  
[Council Wards 2020 Census](#)  
[Proposed Council Wards 2020 Census \(Exhibit A\)](#)  
[Proposed Council Wards 2020 OPTION B 3-8-2022](#)  
[Census Blocks 2020](#)  
[Public Hearing Notice \(3.1.22\)](#)  
[Public Hearing Notice \(5.3.22\)](#)  
[Survey Response Report 4-28-22](#)  
[Final Map Option A](#)  
[Final Map Option B](#)  
[Ordinance No. 22-24](#)

*There was Council discussion regarding the two proposed maps. Ms. Schlademan asked staff to update Map B to the one that was presented on Let's Talk Hudson. Mr. Sheridan stated that he will have that updated for the May 17, 2022, Council meeting.*

**Ordinance No. 22-24 was forwarded for further consideration at the May 17, 2022, Council meeting.**

- B. [22-57](#) AN ORDINANCE AMENDING PART TWELVE OF THE CODIFIED ORDINANCES OF HUDSON TO AMEND SECTION 1205.02 “OFFICIAL ZONING MAP”, TO REZONE CERTAIN LANDS ON SOUTH OVIATT STREET (SUMMIT COUNTY TAX PARCEL 3204067 AND APPROXIMATELY 0.5 ACRES OF TAX PARCEL 3200225) FROM DISTRICT 5 - VILLAGE CORE TO DISTRICT 3 - OUTER VILLAGE RESIDENTIAL NEIGHBORHOOD.**

**Brief Description:** Land Development Code text amendment request to rezone parcel 3204067 and approximately 0.5 acres of parcel #3200225 from District 5 Village Core to District 3 Outer Village Residential Neighborhood. Application is associated Planning Commission recommendation for the associated private party map amendment request per ORD 22-42.

**Attachments:** [Subject Property](#)  
[Planning Commission Staff Report](#)  
[Planning Commission Recommendation - February 15, 2022](#)  
[Summary chart of map amendment per parcel](#)  
[Public Hearing Notice \(5.3.22\)](#)  
[Ordinance No. 22-57](#)

Ordinance No. 22-57 was forwarded for further consideration at the May 17, 2022, Council meeting.

- C. [22-62](#)      **A RESOLUTION ACCEPTING THE RECOMMENDATIONS OF THE TAX INCENTIVE REVIEW COUNCIL TO CONTINUE COMMUNITY REINVESTMENT AREA AGREEMENTS AND A JOB CREATION GRANT PROGRAM AGREEMENT WITH THE CITY OF HUDSON, COUNTY OF SUMMIT.**

**Brief Description:** The City has established a Tax Incentive Review Council (TIRC) to periodically review each existing Community Reinvestment Area (CRA) and Job Creation Grant Agreement for compliance and to make recommendations to continue, modify or terminate each of the agreements. The duly appointed TIRC met on April 6, 2022, reviewed each CRA and Job Creation Grant Agreement and made certain recommendations to City Council.

**Attachments:**      [TIRC 2022 Minutes Summary](#)  
[Resolution No. 22-62](#)

*Mr. Foster stated that he attended the Tax Incentive Review meeting and that all of the companies that were required to be in compliance based on payroll met that obligation. He further stated that there were 2 companies that were close, and they have one more year to meet their obligation.*

*Council discussion followed regarding whether an indicator measure could be added showing what percentage the companies are at towards their obligation, process for verification of numbers, removal of head count from future agreements, and consideration of language added to agreement that requires companies to supply their payroll numbers publicly.*

Resolution No. 22-62 was forwarded for further consideration at the May 17, 2022, Council meeting.

- D. [22-63](#)      **A RESOLUTION TO CREATE A STEERING COMMITTEE TO UPDATE THE CITY'S COMPREHENSIVE PLAN**

**Brief Description:** The proposed ordinance will establish a resident steering committee to guide the collective work of city staff and the consultant for the 2023 Comprehensive Plan update and provide recommendation to City Council regarding the adoption of the draft plan.

**Attachments:**      [Comprehensive Plan Framework Memo](#)  
[Steering Committee Application \(DRAFT\)](#)  
[Draft Resolution \(as introduced on 4.26.22\)](#)  
[Resolution No. 22-63 \(as revised for 5.3.22\)](#)

*Mr. Sheridan requested that an emergency clause be added to this legislation in order to stay on schedule. There was Council consensus to add the emergency clause. There was Council discussion on the process on how board members are chosen.*

Resolution No. 22-63 was forwarded for further consideration at the May 17, 2022, Council meeting.

- E. [TMP-6073](#)      **AN ORDINANCE AMENDING SECTIONS 220.03, 220.031, 220.06,**

**and 222.02 OF THE CODIFIED ORDINANCES TO ADD PROVISIONS GOVERNING THE INTRODUCTION OF ORDINANCES AND RESOLUTIONS ON REGULAR AND SPECIAL CITY COUNCIL AGENDAS.**

**Brief Description:** The proposed ordinance intends to clarify the process of the introduction of ordinances and resolutions that are placed on a regular or special City Council meeting agenda for action.

**Attachments:**      [Draft Ordinance](#)

*Mr. Foster provided an explanation on the reason for adding this piece of legislation. Council discussion followed. Mrs. Kowalski and Mr. Sutton both had suggested edits, which they will bring forward to the May 17, 2022, Council meeting. Mr. Foster will also be bringing forward a revised version of his proposed legislation.*

**This Ordinance was forwarded for further consideration at the May 17, 2022, Council meeting.**

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

*Ms. Schlademan requested discussion, at a future workshop, in regards to limiting when gas powered mowers can be used. She further stated that the Mayor's name needs updated in the Codified Ordinances.*

**7. Executive Session**

**A motion was made by Mr. Foster, seconded by Mrs. Bigham, to enter into executive session to consider the sale of public property. Mr. Foster recessed the meeting at 8:36 p.m. after the motion carried unanimously by voice vote.**

*Mr. Foster reconvened the Council workshop at 9:04 p.m.*

**8. Adjournment**

**There being no further discussion, Mr. Foster adjourned the Council workshop meeting at 9:04 p.m.**

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**Christopher W. Foster, President of Council**

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**Thomas J. Sheridan, Interim 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.*