



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)
Karen E. Heater, Council Member (At-Large)
Nicole V. Kowalski, Council Member (At-Large)
Scott Ruffer, Council Member (Ward 4)
Katherine R. Schlademan, Council Member (Ward 1)
Skylar J. Sutton, Council Member (Ward 3)

Thomas J. Sheridan, City Manager
John Kolesar, City Solicitor
Aparna Wheeler, Clerk of Council

Tuesday, April 11, 2023

7:30 PM

Town Hall
27 East Main Street

1. Call to Order

Mayor Anzevino 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, and he handed the workshop over to President of Council Foster, in accordance with Council Rules.

Present: 7 - Mr. Banweg, Mr. Foster, Mrs. Heater, Mrs. Kowalski, Mr. Ruffer, Ms. Schlademan and Mr. Sutton

Others & Staff in Attendance: Mr. Sheridan, City Manager; Mr. Comeriato, Assistant City Manager - Operations; Mrs. Behnke, Economic Development Manager; Mr. Ersing, Broadband Manager; Mr. Griffith, Management/Budget Director; Mr. Hannan, Community Development Director; Mrs. Havranek, Human Resources Manager; Mr. Hutchinson, Assistant Public Works Director; Mr. Knoblauch, Assistant City Manager - Financial/Special Projects; Mr. Kosco, City Engineer; Mr. Leedham, Innovation & Technology Director; Mr. Leiter, HCTV Production Assistant; Mr. Varnes, Fire/EMS Chief; and Mr. Wash, Assistant Public Works Director.

2. Correspondence and Council Comments

Mr. Ruffer thanked the volunteers that assisted with packaging up the Hudson Kiwanis baseball gear and congratulated those that received a Kiwanis scholarship.

Mrs. Kowalski reminded interested citizens that Earth Week is approaching and that the Earth Day celebration will be held at City Hall on Saturday, April 22, 2023. She further stated that she had received some emails from residents in regards to the minutes for the Steering Committee not being reflective of the meeting.

Mr. Sutton provided an update on the Tree Commission meeting and the Steering Committee meeting.

Mr. Banweg stated that a date is still being finalized for the first meeting of the Military and Veterans' Commission.

Mayor Anzevino stated that a short informational video has been compiled for the key aspects and goals for the

upcoming Comprehensive Plan update and it will air on HCTV Unlimited Access Program on April 12, 2023. He further mentioned that he recognized 5 Hudson Middle School Students as part of his 3 Pillars within the 365 Day Challenge. He further mentioned some upcoming events that he will be attending.

Mr. Foster provided an update on the Planning Commission meeting that was held April 10, 2023. He further stated that he received notification from Congresswomen Sykes that she has submitted a funding package for a 12" backup waterline project that would go down Nicholson Drive to Congress and she is expecting that it will be approved. He further stated that Congresswoman Sykes and Senator Roegner are assisting the City with getting issues resolved with Norfolk Southern Railroad.

3. Discussion Items

A. [23-0025](#) **Discussion of Current Fees for Special Event Services and Consideration of Removal of Fees.**

Brief Description: There are on average over 70 different City-permitted events annually with many of them repeating multiple times over the events season, totaling on average over 105 total events. Fees are charged for some events, but not all.

Attachments: [Council Memo - Special Event Fees 3.24.23](#)
[Special Event Fees 2022](#)

Mr. Hannan provided an overview on what staff has reviewed since the workshop of March 14, 2023. Mrs. Behnke provided information on what fees staff is looking at revising. Council discussion followed that included making the fees equitable, events paying for services that are being utilized, determination on when a Police Officer is needed and how many, and impact of raising the fees. Mr. Foster suggested that staff meet with Mrs. Kowalski, Mr. Sutton, and Mr. Banweg to discuss how to change the fee structure, and then return to Council.

This matter was discussed.

4. Proposed Consent Agenda for April 18, 2023, Council Meeting

A. [TMP-6578](#) **A Motion to Acknowledge the Timely Receipt of the March 2023 Monthly Financial Report**

Brief Description: Financial summaries are provided each month for Council's review.

Attachments: [March 2023 Financial Report](#)

This Motion was forwarded for further consideration at the April 18, 2023, Council meeting.

B. [TMP-6583](#) **A RESOLUTION AMENDING RESOLUTION NO. 22-78, AUTHORIZING THE CITY MANAGER TO REVISE THE PROFESSIONAL SERVICES CONTRACT WITH VIRTUAL DATAWORKS FOR THE MIGRATION TO THE MICROSOFT GOVERNMENT COMMUNITY CLOUD (GCC) AND ANNUAL SUBSCRIPTION RENEWAL FOR THE CITYWIDE USE OF MICROSOFT 365, AND DECLARING AN EMERGENCY.**

Brief Description: This Resolution is for approval to amend the service agreement with Virtual Dataworks to account for the upgrade of all city users to the G3 subscription level. This will be an amendment to the original

contract with Virtual Dataworks but for the best pricing we intend to commit to another 3-year term. This will provide a discounted rate and fix the price for three more years. These changes are required to increase the baseline level of security for all city users.

Attachments: [Draft Resolution](#)

Mr. Sutton asked why an emergency clause is necessary, and further asked for clarification on the length of the agreement. Mr. Sheridan stated that it is to provide a higher level of cyber security, and that it is for a 3-year contract.

This Resolution was forwarded for further consideration at the April 18, 2023, Council meeting.

C. [TMP-6567](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH KARVO COMPANIES, INC. FOR THE STOW ROAD AND E. STREETSBORO STREET SIDEWALK INSTALLATION PROJECT; AND DECLARING AN EMERGENCY.**

Brief Description: The project will include the construction of approximately 2.38 miles of five (5) foot concrete sidewalk and other improvements along three sidewalk sections; along E. Streetsboro Street (303) between N. Hayden Pkwy and Stow Road, along E. Streetsboro Street (303) from Stow Road to Stone Road and on Stow Road between E. Streetsboro Street (303) and the entrance to Hudson Springs Park. Project bids were received and were in excess of the amount previously budgeted.

Attachments: [Connectivity Fund Summary 2021-2023](#)
 [Draft Resolution](#)

Mr. Sutton and Mrs. Heater raised concerns regarding this item being on the consent agenda and the dollar amount associated with it. Mr. Kosco stated this item previously received permission to bid and award. He further stated that he is returning to Council due to bids being received exceeding the previously approved budgeted amount.

This Resolution was forwarded for further consideration at the April 18, 2023, Council meeting.

D. [TMP-6568](#) **AN ORDINANCE AMENDING ORDINANCE NO. 22-143, MAKING APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF HUDSON DURING THE FISCAL YEAR ENDING DECEMBER 31, 2023, BY MAKING ADDITIONAL AND/OR AMENDED APPROPRIATIONS RELATED TO THE FIRST QUARTER OF 2023.**

Brief Description: This Ordinance will amend the 2023 budget for additional and/or amended appropriations as listed in the attached Exhibit A.

Attachments: [1st Quarter Exhibit A](#)
 [Draft Ordinance](#)

Mrs. Heater asked a question regarding the additional funds for the SR 91 Sidewalk widening. Mr. Griffith stated that this is the additional cost that Council authorized that was over and above the original budgeted amount.

This Ordinance was forwarded for further consideration at the April 18, 2023, Council meeting.

- E. [TMP-6571](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A STORM WATER EASEMENT AGREEMENT WITH FIRST CONGREGATIONAL CHURCH OF HUDSON, 47 AURORA STREET.**
Brief Description: The resolution would authorize the City Manager to enter into a Storm Water Easement agreement with First Congregational Church of Hudson, located at 47 Aurora Street, so that the existing storm system that runs through the property, from Baldwin Street southwest to N. Main Street, can be accessed for repairs in the future.

Attachments: [Easement Map](#)
[Easement](#)
[Draft Resolution](#)

This Resolution was forwarded for further consideration at the April 18, 2023, Council meeting.

- F. [TMP-6575](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AMENDMENT TO THE CONTRACT WITH CROWN CASTLE FIBER, LLC FOR INCREASING BANDWIDTH CAPABILITY.**
Brief Description: This request will enable Velocity Broadband to upgrade their existing internet circuit from Crown Castle to a higher bandwidth circuit and cover increasing service demand.

Attachments: [Crown Castle Quote](#)
[Draft Resolution](#)

Mr. Ersing provided an explanation on the increase in bandwidth.

This Resolution was forwarded for further consideration at the April 18, 2023, Council meeting.

- G. [TMP-6572](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AMENDMENT TO THE CONTRACT WITH EVERSTREAM SOLUTIONS, LLC FOR INCREASING BANDWIDTH CAPABILITY.**
Brief Description: This request will enable Velocity Broadband to upgrade their existing internet circuit from Everstream with a higher bandwidth circuit.

Attachments: [Everstream Quote](#)
[Draft Resolution](#)

This Resolution was forwarded for further consideration at the April 18, 2023, Council meeting.

- H. [TMP-6558](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PURCHASE AGREEMENT WITH DEERE AND COMPANY FOR TWO AERIFIERS FOR GOLF COURSE USE.**
Brief Description: Authorization for the City Manager to change the supply vendor from Century Equipment to Deere and Company to replace 2 aerifiers for turf maintenance at the Ellsworth Meadows Golf Club.

Attachments: [Deere and Company Aercore 800s Quote](#)
[Draft Resolution](#)

This Resolution was forwarded for further consideration at the April 18, 2023, Council meeting.

- I. [TMP-6564](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICES CONTRACT WITH PERSPECTUS ARCHITECTURE FOR THE DESIGN OF THE ELLSWORTH MEADOWS GOLF COURSE CLUBHOUSE.**
Brief Description: This project involves the design and professional services for the new Ellsworth Meadows Golf Course Clubhouse including site design, structural design, mechanicals, fire suppression, and architecture design.
Attachments: [2023 5 yr plan - amended capital cost](#)
[2023 5 yr plan - Golf w amend clubhouse cost](#)
[Draft Resolution](#)

Responding to questions asked, Mr. Sheridan stated that this is just for the design of the new clubhouse, and Mr. Knoblauch stated that this is self-funded within the Ellsworth Meadows fund.

This Resolution was forwarded for further consideration at the April 18, 2023, Council meeting.

- J. [TMP-6561](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE LAW FIRM OF DiCAUDO, PITCHFORD & YODER, LLP FOR SPECIAL COUNSEL SERVICES; AND DECLARING AN EMERGENCY.**
Brief Description: To enter into an agreement with DiCaudo, Pitchford & Yoder, LLP for special counsel services.
Attachments: [Hudson - DPY Agreement for Special Counsel - FINAL](#)
[Draft Resolution](#)

Mrs. Kowalski stated that she had received some questions from residents if this was bid out to other law firms. She further requested that this item be moved from Consent to Legislation. Mr. Sheridan stated that this is a professional service, and that procedure was followed, and multiple bids are not required. There was Council consensus to leave this item on the Consent agenda.

This Resolution was forwarded for further consideration at the April 18, 2023, Council meeting.

- K. [TMP-6557](#) **A RESOLUTION RETROACTIVELY AUTHORIZING THE SUBMISSION OF AN APPLICATION BY THE CITY MANAGER'S DESIGNEE TO THE DEPARTMENT OF HOMELAND SECURITY FEDERAL EMERGENCY MANAGEMENT AGENCY FOR A FIRE PREVENTION AND SAFETY GRANT ON BEHALF OF THE HUDSON FIRE DEPARTMENT; AND DECLARING AN EMERGENCY.**
Brief Description: The purpose of the Fire Prevention & Safety Grant Program is to enhance the safety of the public and firefighters with respect to the fire and fire-related hazards by assisting prevention programs. Approximately \$20,000 is being requested to continue the Fire Safe Seniors

program. A 5% match of approximately \$1,000 is required.

Attachments: [Draft Resolution](#)

This Resolution was forwarded for further consideration at the April 18, 2023, Council meeting.

- L. [TMP-6566](#) **A RESOLUTION RETROACTIVELY AUTHORIZING AND RATIFYING THE CITY MANAGER’S DESIGNEE’S SUBMISSION OF AN APPLICATION TO THE OHIO BUREAU OF WORKERS’ COMPENSATION FOR A SAFETY INTERVENTION GRANT ON BEHALF OF HUDSON EMERGENCY MEDICAL SERVICES.**

Brief Description: The Ohio Bureau of Workers’ Compensation awards Safety Intervention Grant funding for the purpose of substantially reducing or eliminating injuries associated with a particular task or operation. The City could receive up to \$40,000 in grant funding for the purchase of two stair chairs for Hudson Emergency Medical Services. The funding is based on a 3 to 1 match.

Attachments: [Draft Resolution](#)

This Resolution was forwarded for further consideration at the April 18, 2023, Council meeting.

- M. [TMP-6573](#) **AN ORDINANCE AMENDING CHAPTER 254 OF THE CODIFIED ORDINANCES ENTITLED “EMPLOYEE HANDBOOK AND PERSONNEL RULES”, AS INITIALLY ADOPTED AND AS SUBSEQUENTLY AMENDED FROM TIME TO TIME BY CITY COUNCIL.**

Brief Description: This ordinance authorizes amendments to the Employee Handbook and Personnel Rules, as approved by the Personnel Advisory and Appeals Board (PAAB) on February 28, 2023.

Attachments: [Exhibit A: Summary of Employee Handbook](#)
 [EE Handbook - FINAL DRAFT](#)
 [Draft Ordinance](#)

Mrs. Havranek provided an explanation on the changes that are being proposed.

This Ordinance was forwarded for further consideration at the April 18, 2023, Council meeting.

- N. [TMP-6576](#) **A RESOLUTION EXPRESSING THE INTENT OF THE CITY OF HUDSON TO SELL BY INTERNET AUCTION PERSONAL PROPERTY, INCLUDING OFFICE FURNITURE AND OTHER PROPERTY REFERENCED IN REVISED CODE §721.15 WHICH ARE NO LONGER NEEDED FOR PUBLIC USE OR ARE OBSOLETE OR UNFIT FOR THE USE FOR WHICH THEY WERE ACQUIRED DURING THE PURCHASE OF 94 OWEN BROWN STREET.**

Brief Description: Staff is requesting permission to use an online auction to dispose of unneeded, obsolete, or unfit equipment. These items were acquired during the purchase of 94 Owen Brown Street and cannot be repurposed for

other City usage.

Attachments: [Exhibit A: Auction Items Located at 94 Owen Brown](#)
[Draft Resolution](#)

This Resolution was forwarded for further consideration at the April 18, 2023, Council meeting.

5. Proposed Legislation for April 18, 2023, Council Meeting

- A. [23-35](#) **A RESOLUTION APPROVING THE APPLICATION FOR PLACEMENT OF LAND IN A CURRENT AGRICULTURAL USE DISTRICT FOR PURPOSES OF O.R.C. 929.02 FOR KENNETH AND JOYCE KURLA, 1975 & 1983 NORTON RD AND 1936-1940 GEORGETOWN, HUDSON, OHIO.**

Brief Description: Kenneth and Joyce Kurla have submitted the attached renewal Application for Placement of Farmland in an Agricultural District for approximately 36.51 acres of property located at 1975 and 1983 Norton Road and 1936-1940 Georgetown Road in Hudson.

Attachments: [Application](#)
[1975 Norton Road CD Inspection 2.22.23](#)
[Site location Map](#)
[Public Hearing Notice - Kurla](#)
[Resolution No. 23-35](#)

Resolution No. 23-35 was forwarded for further consideration at the April 18, 2023, Council meeting.

- B. [23-36](#) **A RESOLUTION APPROVING THE APPLICATION FOR PLACEMENT OF LAND IN A CURRENT AGRICULTURAL USE DISTRICT FOR PURPOSES OF O.R.C. 929.02 FOR VINCENT ROMAN, 7005 WALTERS ROAD, HUDSON, OHIO.**

Brief Description: Mr. Vincent Roman has submitted the attached renewal Application for Placement of Farmland in an Agricultural District for approximately 10.03 acres of property located at 7005 Walters Road in Hudson.

Attachments: [7005 Walters Rd Application](#)
[7005 Walters Road CD Inspection 2.22.23](#)
[7005 Walters Site Location Map](#)
[Public Hearing Notice - Roman](#)
[Resolution No. 23-36](#)

Resolution No. 23-36 was forwarded for further consideration at the April 18, 2023, Council meeting.

- C. [23-43](#) **A RESOLUTION AMENDING THE CITY OF HUDSON'S VOLUNTEER FIRE AND EMS DEPARTMENT LENGTH OF**

SERVICE AWARD PROGRAM (LOSAP)

Brief Description: The Resolution amends the Length of Service Award Program (LOSAP) by increasing the amount of contributions for the volunteer EMS personnel. This request is being requested at this time in order to make the EMS personnel equal with the volunteer Fire Firefighters, and the change requires a formal adoption of the amendment by City Council.

Attachments: [Resolution No. 23-43](#)

Resolution No. 23-43 was forwarded for further consideration at the April 18, 2023, Council meeting.

- D. [23-44](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICES CONTRACT WITH TRC ENVIRONMENTAL CORPORATION FOR THE DEMOLITION AND HAZARDOUS MATERIAL MITIGATION OF 94 OWEN BROWN STREET.**

Brief Description: This project authorizes a professional services contract with TRC Environmental, Inc. to perform technical support to the City including review of existing information, preparation of demolition specifications and drawings for bidding as well as bidding and bid evaluation assistance.

Attachments: [94 Owen Brown Phase I ESA_DRAFT_FINAL](#)
[City of Hudson Owen brown demo 02222023](#)
[Standard Consultant Agreement - Final 8.10.22](#)
[Resolution No. 23-44](#)

Resolution No. 23-44 was forwarded for further consideration at the April 18, 2023, Council meeting.

- E. [TMP-6542](#) **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 March 7, 2023, reviewed each CRA and Job Creation Grant Agreement and made certain recommendations to City Council.

Attachments: [TIRC Minutes 3.7.2023](#)
[Draft Resolution](#)

This Resolution was forwarded for further consideration at the April 18, 2023, Council meeting.

- F. [TMP-6562](#) **A RESOLUTION RETROACTIVELY AMENDING RESOLUTION NO. 22-27 TO INCORPORATE RECITALS AND FINDINGS; AND DECLARING AN EMERGENCY.**

Brief Description: A resolution to retroactively amend the purchase and sale agreement for Hudson Community Living.

Attachments: [Draft Resolution](#)

Mr. Sheridan stated that this revision was moving existing text to a different area of the legislation.

This Resolution was forwarded for further consideration at the April 18, 2023, Council meeting.

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

Mr. Foster noted that an Arbor Day Proclamation will be read at the Council meeting on April 18, 2023 and the inclusive Park discussion will take place at the Council workshop on April 25, 2023.

Mrs. Kowalski stated that she is working with Mr. Kolesar and Mr. Sheridan on a Motion to have Council formally approve her maternity leave as an excused absence from Council meetings. Mr. Sutton stated that this should be looked at as a Charter amendment, so Council members don't have to disclose their medical reasons to the public.

Mr. Sheridan noted that discussion will occur on water rates outside of Hudson at the April 25, 2023, Council workshop.

7. **Adjournment**

There being no further discussion, Mr. Foster adjourned the Council workshop meeting at 8:34 p.m.

Christopher W. Foster, President of Council

Thomas J. Sheridan, 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.