



City of Hudson, Ohio

Meeting Minutes - Draft

City Council Workshop

Craig A. Shubert, 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)

Jane Howington, City Manager

Matthew J. Vazzana, City Solicitor

R. Todd Hunt, Special Counsel

Elizabeth A. Slagle, Clerk of Council

Tuesday, December 14, 2021

6:30 PM

Town Hall
27 East Main Street

Early start for executive session; regular order of business to begin at 7:30 PM.

1. Call to Order

President of Council Foster called to order the workshop of Hudson City Council at 6:30 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

Others & Staff in Attendance: Mayor Shubert; and Mrs. Slagle, Clerk of Council.

2. Executive Session

A motion was made by Mr. Banweg, seconded by Mrs. Heater to enter into executive session to interview Planning Commission applicants. Mr. Foster recessed the workshop at 6:31 p.m. after the motion passed by the following vote:

Aye: 7 - Mr. Banweg, Mrs. Bigham, Mr. Foster, Mrs. Heater, Mrs. Kowalski, Ms. Schlademan and Mr. Sutton

Mrs. Slagle left the workshop at 7:25 p.m.

Mr. Foster reconvened the Council workshop at 7:30 p.m.

Others & Staff in Attendance: Mayor Shubert; Ms. Howington, City Manager; Mr. Vazzana, City Solicitor; Mr. Comeriato, Assistant City Manager - Operations;; Mr. Hannan, Community Development Director; Mr.

Hutchinson, Assistant Public Works Director; Mr. Knoblauch, Assistant City Manager - Financial/Special Projects; Mr. Kosco, City Engineer; Mr. Leiter, HCTV Production Assistant; Mr. Powell, Assistant Public Works Director; Mr. Sheridan, Assistant City Manager - Professional Services, and Mr. Szalay, Project Designer.

3. Correspondence and Council Comments

Members of Council thanked those that participated in the Christkindlmarkt that was held over the weekend.

Mr. Banweg recognized the Hudson Police Department for their donation to the Vincent Barron Charitable Fund, during No Shave November. He further proposed future discussion regarding the need for the attendance of a Hudson Police Officer at Council workshops and meetings.

Mrs. Kowalski stated that the HCTV studio was recently dedicated as the Frank Youngwerth Studio.

Mr. Sutton provided an update regarding the Volunteer Fire Fighters Dependents Fund Board Meeting that was held prior to the Council Workshop.

Mr. Foster provided an update regarding the Planning Commission meeting that was held on December 13, 2021.

4. Discussion Items

A. Preferred, Limited-Preferred or Single Trash Hauler

With reference to agenda item 5E, Mr. Comeriato presented information regarding 3 different options which included 1.) a preferred hauler opt-in service, 2.) preferred and alternate hauler option, and 3.) a single hauler option. Council discussion followed. There was consensus to continue with the preferred hauler opt-in service.

This matter was discussed.

B. [21-0107](#) **A discussion with City Council regarding the request by the Margaret Clark Morgan Foundation, Dba Peg's Foundation, to enter into an agreement with the City of Hudson for various public improvements and easements on the Foundation property and the northwest City green.**

Brief Description: The Margaret Clark Morgan Foundation (Foundation) is requesting various collaborative public improvements including a new fire pit area located on their property (located currently at 17 & 32 N. Main St. & 53 1st St.) to enhance the adjacent 1st and Main green space and connect it to this new site for public use including; several new sidewalks, benches, a sculpture, trash receptacles, and two (2) new concrete sidewalks located on the northwest city green at the corner of Park Lane and N. Main St. (See the attached exhibit of the sidewalk and fire pit improvements on the foundation property and northwest public green.) (The Foundation Parcels: MBI Real Estate Inc. Property County Parcel Nos.3204005; 3204006; 3204007; & 3204008; City Parcel No. 3204009.)

Attachments: [Site Plan](#)
[Site Map - Sidewalks](#)

Mr. Sheridan provided information regarding the request by the Margaret Clark Morgan Foundation for the City's participation in the funding of sidewalks along Park Lane and First Street, a public fire pit, musical

sculpture, park benches, trash and recycling cans. Council discussion that followed included the location of the fire pit, use of public funds on private property, and accessibility to the public. There was Council consensus that they were not in favor of paying for any items on private property, and they would consider the installation of the sidewalk on the Green, after the private property work was completed.

This matter was discussed.

C. [21-0108](#) **City Storm Water Policy.**

Brief Description: Council requested a discussion of the current Storm Water Policy that was approved in 2015 by City Council.

Attachments: [Res No.15-25 Storm Water Work Policy](#)

There was Council discussion regarding recent calls that members received from various residents regarding storm water issues on their properties, and how the City can work on creating a better policy to correct some of the issues. There was Council consensus to create a committee of several Council members to work with staff on a process on how to address the stormwater issues.

This matter was discussed.

D. [21-0109](#) **The City Staff would like to discuss with City Council the Summit County improvements for various sanitary sewer improvements and future easements located on City of Hudson properties within the downtown area.**

Brief Description: The Summit County Department of Sanitary Sewer Services is requesting various sanitary sewer easements on several City of Hudson properties located in the downtown area of Hudson for various sanitary sewer improvements. (See the attached overall map and the phases of the improvements and easements.)

Attachments: [Downtown Development - Easement Exhibit - Overview](#)

[2021-11-30 Figure 5-1 Easement](#)

[2021-12-07 Hudson Easement Exhibit](#)

[2021-12-07 Pump Station Exhibits](#)

Mr. Sheridan provided an overview of the proposed sanitary sewer system improvements by Summit County within the downtown area. In response to Council questions, Mr. Ross, Summit County Sanitary Sewer Services, provided the proposed construction schedule and stated that there is no cost to the City for this work. Mr. Sheridan stated that staff will return to a future Council meeting regarding the needed easements.

This matter was discussed.

E. **2021 Land Development Code Update**

With reference to Ordinance No. 21-71 (agenda item 6A), Mr. Hannan provided an overview of the proposed changes along with additional information as it pertains to regulating children play sets. Council discussion followed and there was consensus for staff to move forward with the proposed changes.

This matter was discussed.

F. [21-0110](#) Council Agenda Review

Brief Description: Council members will consider the need for amendments to the current Rules of Council relating to the agenda review process.

Attachments: [Hyperlink - Code Section 220.03 Rules](#)
[Hyperlink - Code Section 220.031 Workshop Meetings](#)

Mr. Foster discussed his ideas on how he would like to move forward with the review of the Council agendas. Ms. Howington provided an overview of how agendas are put together. Mr. Foster stated that he will not be attending agenda review meetings with staff and that the setting of the agenda will occur at Workshops.

This matter was discussed.

5. Proposed Consent Agenda for December 21, 2021 Council Meeting**A. [TMP-5848](#) A Motion to Acknowledge the Timely Receipt of the November 2021 Monthly Financial Report**

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

Attachments: [November 2021 Financial Report](#)

This Motion was forwarded for further consideration at the December 21, 2021, Council meeting.

B. [21-0088](#) A Motion Authorizing the City Staff to Move Forward with the Design Recommendations by our Consultant (AECOM) for a New Sidewalk along E. Streetsboro St. (SR 303) from Hayden Pkwy. to Stone Road and Stow Road from SR 303 to Hudson Springs Park.

Brief Description: The City staff will discuss the public feedback we received for the proposed alignment of the new sidewalk along E. Streetsboro St. (SR 303) (Hayden Pkwy. to Stone Road) and Stow Road (SR 303 to Hudson Springs Park).

Attachments: [Hudson Sidewalks Ranking Matrix-10-12-21 \(updated\)](#)
[Hudson Sidewalk Plan Views-10-12-21](#)
[Hudson Sidewalks Typical Sections-10-12-21](#)
[Survey Response - 303-Stow](#)
[Codified Ordinances 660.05 and 1012.05](#)

Mr. Sheridan provided an update on the communication that staff provided to the residents for the design of the project. He further provided a timeline on the project schedule.

This Motion was forwarded for further consideration at the December 21, 2021, Council meeting.

- C. [21-0094](#) **A Motion Authorizing the City Staff to Move Forward with the Design Recommendations by our Consultant (Transystems) for a New Sidewalk along Middleton Road from Valley View to Highpoint Park and Stow Road from Middleton Road to Pine Trails.**

Brief Description: The City staff will discuss the public feedback we received for the proposed alignment of the new sidewalk along Middleton Road (Valley View Road to High Point Park) and Stow Road (Middleton Road to Pine Trails).

Attachments: [Decision Matrices](#)
[Exhibit-Typical's](#)
[Plan View Exhibit](#)
[Survey Response - Middleton-Stow Sidewalk 12-14-2021](#)
[Codified Ordinances 660.05 and 1012.05](#)

Mr. Sheridan asked if Council would like to tie the sidewalk on Stow Road into Pine Trails. He further stated that a majority of the residents that live on Pine Trails are Hudson residents, however, this section of sidewalk would be in Twinsburg Township.

This Motion was forwarded for further consideration at the December 21, 2021, Council meeting.

- D. [TMP-5816](#) **A Motion to Approve the Disposal of Personal Property in Accordance with Section 208.03 of the City of Hudson's Codified Ordinances.**

Brief Description: This action is to approve of the disposal of a small utility vehicle by Ellsworth Meadows Golf Course. The disposal is being made via trade-in on a new, similar vehicle. Staff estimates the value of the 20+ year old utility vehicle at \$500 or less.

This Motion was forwarded for further consideration at the December 21, 2021, Council meeting.

- E. **TMP-5821** **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH A TRASH AND RECYCLING HAULING PROVIDER FOR RESIDENTIAL TRASH AND RECYCLING REMOVAL SERVICES.**

Brief Description: The City of Hudson's existing preferred trash and recycling hauler agreement will expire on March 31, 2022. A new contract was put out to public bid and bids have been received by the Public Works Department. As directed by City Council, the bid documents for this service requested bidders to provide pricing for three (3) service options. Staff will present these options and associated pricing to City Council and seek direction as to which option Council wishes to implement.

Attachments: Trash-Recycle Bid Tab 2021
Draft Resolution

This Resolution was forwarded for further consideration at the December 21, 2021, Council meeting.

- F. [TMP-5838](#) **AN ORDINANCE AMENDING ORDINANCE NO. 20-143, MAKING APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF HUDSON DURING THE FISCAL YEAR ENDING DECEMBER 31, 2021 BY MAKING ADDITIONAL AND/OR AMENDED APPROPRIATIONS RELATED TO THE FOURTH QUARTER OF 2021.**

Brief Description: This Ordinance will amend the 2021 budget for additional and/or amended appropriations as listed in the attached Exhibit A.

Attachments: [4th Quarter Exhibit A](#)

Responding to Mr. Sutton's question, Mr. Knoblauch stated that the City pays a 3% retainer to RITA, and as the collections go up the costs go up.

This Ordinance was forwarded for further consideration at the December 21, 2021, Council meeting.

- G. [TMP-5817](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ADVERTISE FOR COMPETITIVE BIDS AND TO ENTER INTO CONTRACTS FOR THE STATE ROUTE 91 SOUTH SAFETY IMPROVEMENT PROJECT (PID 106445).**

Brief Description: The SR 91 South Safety Improvement Project design limits are on SR 91 (S. Main Street) from Barlow Road to the Stoney Hill Drive intersection. The project will include adding a center two-way turn lane, resurfacing, and adding 5-foot-wide bike lanes and sidewalks on both the east and west sides of SR 91.

Attachments: [Project Location Map GIS](#)

This Resolution was forwarded for further consideration at the December 21, 2021, Council meeting.

- H. [TMP-5819](#) **AN ORDINANCE TO APPROPRIATE PROPERTY FROM VARIOUS PROPERTY OWNERS FOR THE MAKING OF ROADS OPEN TO THE PUBLIC WITHOUT CHARGE; AND DECLARING AN EMERGENCY.**

Brief Description: This is the second piece of legislation required in order to proceed with the property acquisitions for the SR 91 South Safety Improvement Project. This piece of legislation is the final legislative item needed in order to complete the property acquisitions for this project.

Attachments: [Exhibit A](#)

This Ordinance was forwarded for further consideration at the December 21, 2021, Council meeting.

- I. [TMP-5842](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO CONTRACTS FOR THE ACQUISITION OF TEMPORARY EASEMENTS FOR THE STATE ROUTE 91 SOUTH WIDENING PROJECT (PID# 106445) FOR RIGHT-OF-WAY PURPOSES; AND DECLARING AN EMERGENCY.**

Brief Description: Due to the widening of the roadway and other improvements, temporary right-of-way acquisitions are required for the project. There will be approximately 14 parcels requiring temporary right-of-way acquisitions.

Attachments: [Parcel Plans](#)

This Resolution was forwarded for further consideration at the December 21, 2021, Council meeting.

- J. [TMP-5812](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER, DURING THE YEAR 2022, TO ADVERTISE FOR BIDS OR TO UTILIZE THE VARIOUS CHARTER-AUTHORIZED GOVERNMENTAL COMPETITIVE PURCHASING PROGRAMS AND ENTER INTO CONTRACTS FOR CONSTRUCTION MATERIALS, SUPPLIES, SERVICES, EQUIPMENT, AND VEHICLES.**

Brief Description: This Resolution would authorize the advertisement, receipt of bids and award of contracts for capital items, services, equipment, and materials and supplies for Public Works operations as included in the approved 2022 Annual Budget.

Attachments: [2022 Permission to Bid & Award](#)

Responding to Mrs. Bighams question, Mr. Comeriato stated that all of these items are related to projects approved within the budget.

This Resolution was forwarded for further consideration at the December 21, 2021, Council meeting.

- K. [TMP-5814](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO PURCHASE EQUIPMENT, MATERIALS, SUPPLIES AND SERVICES FOR THE CITY'S PUBLIC UTILITY AND VELOCITY BROADBAND SERVICES OPERATIONS ON AN AS-NEEDED BASIS DURING THE YEAR 2022.**

Brief Description: This annual resolution requests permission allowing the Public Works Department to make purchases of equipment, materials, supplies and services in the operational area of the municipal utilities and Velocity Broadband service operation that will exceed \$25,000 based on the 2022 approved budget.

Attachments: [Exhibit A: 2022 HPP-Velocity Permission to Purchase](#)

Mr. Powell provided an explanation on equipment and material purchases.

This Resolution was forwarded for further consideration at the December 21, 2021, Council

meeting.

- L. [TMP-5813](#) **A RESOLUTION EXPRESSING THE INTENT OF THE CITY OF HUDSON IN 2022 TO SELL BY INTERNET AUCTION PERSONAL PROPERTY, INCLUDING MOTOR VEHICLES 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.**

Brief Description: Staff is requesting permission to use govdeals.com and other similar services to dispose of unneeded, obsolete, or unfit equipment. This is a required annual renewal of agreement for Govdeals online auction services.

This Resolution was forwarded for further consideration at the December 21, 2021, Council meeting.

- M. [TMP-5850](#) **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 December 21, 2021, Council meeting.

6. **Proposed Legislation for December 21, 2021 Council Meeting**

- A. [21-71](#) **AN ORDINANCE AMENDING CHAPTERS 1201 “GENERAL PROVISIONS,” 1202 “ADMINISTRATIVE AND REVIEW ROLES”, 1203, “DEVELOPMENT REVIEW AND ADMINISTRATIVE PROCEDURES,” 1205, “ZONING DISTRICTS - CITY OF HUDSON ZONING MAP”, 1206, “USE REGULATIONS,” AND APPENDIX D “ARCHITECTURAL DESIGN STANDARDS” OF THE LAND DEVELOPMENT CODE TO IMPLEMENT THE 2021 LAND DEVELOPMENT CODE UPDATE.**

Brief Description: As part of regular reviews of the Land Development Code, City staff has recently reviewed and updated a list of proposed amendments to continue some commercial focus items but also to incorporate some proposed amendments focused on efficiency and addressing noted requests from Council and residents.

Attachments: [2021 LDC Update - Council Memo \(5-12-21\)](#)
[PC Staff Report - Case No. 21-726 \(7-12-21\)](#)
[PC Case No. 21-726 Recommendation - 2021 LDC Amendments \(7-26-21\)](#)
[Notice of Public Hearing on 9-21-2021](#)
[Council memo - Childrens play equipment \(12-9-2021\)](#)
[Ordinance No. 21-71 \(with PC Recommendation\)](#)
[Ordinance No. 21-71 \(as introduced 6-15-21\)](#)

Ordinance No. 21-71 was forwarded for further consideration at the December 21, 2021, Council meeting.

- B. [21-92](#) A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A COMMUNITY REINVESTMENT ACT AREA AGREEMENT WITH “PROJECT CRUNCH”; AND DECLARING AN EMERGENCY.**
Brief Description: “Project Crunch” is currently looking to purchase 35 acres at Season’s Greene to build a 200,000 - 250,000 square foot centralized robotic warehousing storage and fulfillment center located at Patriot Parkway and Seasons Road.
Attachments: [Resolution No. 21-92](#)

Ms. Howington provided background information regarding this project and the reason regarding the need for withdrawal of this Resolution.

Resolution No. 21-92 was forwarded for further consideration at the December 21, 2021, Council meeting.

- C. [21-126](#) AN ORDINANCE AMENDING CHAPTER 1207.17, “SIGNS,” OF THE LAND DEVELOPMENT CODE TO IMPLEMENT REVISIONS TO SIGN ILLUMINATION STANDARDS.**
Brief Description: Proposed amendment to revise regulations related to internal illumination of signs within District 6 Western Hudson Gateway and District 8 Industrial/Business Park.
Attachments: [Sign Illumination Exhibit](#)
[Planning Commission Recommendation](#)
[Public Hearing Notice \(12.21.2021\)](#)
[Ordinance No. 21-126](#)
[Ordinance No.21-126 \(as recommended by PC 11.8.21\)](#)

Mr. Hannan provided an overview of the proposed changes.

Ordinance No. 21-126 was forwarded for further consideration at the December 21, 2021, Council meeting.

- D. [21-141](#) **AN ORDINANCE AMENDING CHAPTER 1205, “ZONING DISTRICTS - CITY OF HUDSON ZONING MAP,” CHAPTER 1206, “USE REGULATIONS,” AND CHAPTER 1213, “DEFINITIONS,” OF THE LAND DEVELOPMENT CODE TO INCORPORATE REGULATIONS TO CONDITIONALLY PERMIT FIREWORKS STORAGE AND FIREWORKS RETAIL FACILITIES.**

Brief Description: Land Development Code text amendment request to permit Fireworks Storage and Fireworks Retail Facilities as a conditional use within District 1: Suburban Residential Neighborhood.

Attachments: [PC 21-689 Decision - Fireworks Text Amendment](#)
 [Staff Report for 10.11.21 PC Meeting](#)
 [Staff Report for 9.13.21 PC Meeting](#)
 [Staff report for 7.26.21 PC Meeting](#)
 [Public Hearing Notice \(12.7.2021\)](#)
 [Agreement Letter signed by Roberto Sorgi 12-6-2021](#)
 [Hudson's Supplemental Disaster Info](#)
 [Ordinance No. 21-141](#)

Ordinance No. 21-141 was forwarded for further consideration at the December 21, 2021, Council meeting.

- E. [21-149](#) **A RESOLUTION REPEALING RESOLUTION NO. 21-116 AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A PURCHASE AND SALE AGREEMENT WITH FAIRMOUNT PROPERTIES, LLC FOR THE SALE OF THE REAL PROPERTY LOCATED IN THE DOWNTOWN AREA ADJACENT TO THE FIRST & MAIN DEVELOPMENT IN THE CITY OF HUDSON, OHIO; AND DECLARING AN EMERGENCY.**

Brief Description: This Resolution, proposed by Councilman Foster, is intended to repeal Resolution No. 21-116 while simultaneously authorizing the sale of property in the downtown area to Fairmount Properties for development of Downtown Phase 2 pursuant to terms that are different than those terms authorized by Resolution No. 21-116.

Attachments: [Resolution No. 21-149 \(as introduced 12-7-21\)](#)
 [Resolution No. 21-149 \(as revised 12-14-21\)](#)

Resolution No. 21-149 was forwarded for further consideration at the December 21, 2021, Council meeting.

F. [TMP-5844](#) **AN ORDINANCE AMENDING PART TWELVE OF THE CODIFIED ORDINANCES OF HUDSON TO AMEND THE OFFICIAL ZONING DISTRICT MAP TO EXPAND THE HISTORIC DISTRICT TO INCLUDE ELM STREET AND ROSYLN AVENUE**

Brief Description: The expansion of the locally designated historic district to include Elm Street and Roslyn Avenue requires an amendment to the City of Hudson Zoning Map. The National Register District expansion is near completion allowing for the local designation district expansion to proceed at this time.

Attachments: [City of Hudson Zoning Map](#)
[Historic District Expansion Graphic](#)
[Historic District Expansion - Parcels for inclusion](#)
[Easement Exhibit](#)

Mr. Hannan provided information and the timeline regarding the expansion of the historic district.

This Ordinance was forwarded for further consideration at the December 21, 2021, Council meeting.

7. Items to be Added to Future Agendas

Ms. Howington stated that the City just received the contract with Summit County Public Defender's Commission, and that due to the resignation of Mr. Vazzana, that an interim City solicitor will need to be appointed, and she recommended Mr. Hunt. Legislation for both items will appear on the December 21, 2021, Council agenda.

Mr. Banweg asked for a future discussion concerning moving towards a single water rate for the entire City.

Mr. Foster asked for a future discussion concerning the use of Velocity Broadband funds, and Mrs. Bigham has requested information on how the new Summit Fiber Initiative will effect Velocity Broadband.

8. Adjournment

There being no further discussion, Mr. Foster adjourned the Council workshop meeting at 10:20 p.m.

Christopher W. Foster, 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.

