



# 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, September 15, 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 7:30 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; Mrs. Slagle, Clerk of Council; 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. Leedham, Innovation & Technology Director; Mr. Leiter, Production Assistant; Mr. May, Police Lieutenant; Mrs. McMaster, City Planner; Mr. Sheridan, Assistant City Manager - Professional Services; and Mr. Tabak, Police Chief*

#### 4. Approval of the Minutes

##### A. [20-0121](#)

##### **Minutes of Previous Council Meetings**

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

**Attachments:** [September 1, 2020 Council Meeting Minutes - DRAFT](#)  
[September 8, 2020 Council Workshop Minutes - DRAFT](#)

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

## 5. Honorary Resolutions

- A. [20-105](#) **A RESOLUTION HONORING AND THANKING CHRISTINE MCMASTER FOR HER SERVICE TO THE HUDSON COMMUNITY.**  
**Brief Description:** This Resolution provides recognition and thanks to Mrs. McMasters upon her retirement for her dedicated service as City Planner with the City of Hudson.

**Attachments:** [Resolution No. 20-105](#)

*Mayor Shubert read Resolution No. 20-105 in its entirety, thanking Mrs. McMaster for her service and wishing her well in retirement, as did Mr. Wooldredge and Ms. Howington. Mrs. McMaster thanked elected officials and City staff for their support. She said that she is honored to have worked for the City and proud to be a part of the progress made during her career. She looked forward to the future, saying that the City is in great hands.*

**A motion was made by Mr. Wooldredge, seconded by Mr. DeSaussure, to pass Resolution No. 20-105. The motion carried by the following vote:**

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

- B. [20-106](#) **A RESOLUTION HONORING AND THANKING LIEUTENANT KEVIN MAY FOR HIS SERVICE TO THE HUDSON COMMUNITY.**  
**Brief Description:** This Resolution provides recognition and thanks to Lt. May upon his retirement for his dedicated service with the City of Hudson Police Department.

**Attachments:** [Resolution No. 20-106](#)

*Mayor Shubert read Resolution No. 20-106 in its entirety, thanking Lt. May for his service and wishing him well in retirement and noting that Lt. May served as Acting Police Chief during the transition in 2016. Mr. Wooldredge and Ms. Howington also expressed appreciation and congratulations. Lt. May thanked elected officials and staff for their support. He commented that there have been many technological and educational advances during his policing career and said that it has been a pleasure to serve the Hudson community.*

**A motion was made by Mr. Wooldredge, seconded by Mr. DeSaussure, to pass Resolution No. 20-106. The motion carried by the following vote:**

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

## 6. Proclamations

- A. [20-0123](#) **Special Recognition of Constitution Week 2020**  
**Brief Description:** Mayor Shubert will proclaim the week of September 17 - 23, 2020, as "Constitution Week" in Hudson, in recognition of this important document. Regent Mialie Szymanski will be in attendance to accept this Proclamation on behalf of the David Hudson Chapter of the National Society Daughters of the American Revolution (DAR).

**Attachments:**     [Hyperlink - Constitution Week, Daughters of the American Revolution Proclamation](#)

*Accepting this Proclamation on behalf of the David Hudson Chapter of the Daughters of the American Revolution, Mrs. Mialie Szymanski, Regent, thanked Mayor Shubert and City Council for the recognition and for their support of the work the Chapter does in the community. She spoke regarding the importance of the U.S. Constitution and reminded listeners that especially in these times of political division, no matter what challenges we face, that we, the people, continue to rise when we do so together.*

**Mayor Shubert read this Proclamation in its entirety, recognizing Constitution Week during September 17 - 23, 2020.**

**B.     [20-0124](#)**

**Special Recognition of State of Mind: Hudson Week**

**Brief Description:** A free speaker series about mental health issues that face our community's youth is planned during October 4 - 8, 2020. This initiative has been coordinated by Leadership Hudson Class of 2019, and members will be present to accept this Proclamation and provide details.

**Attachments:**     [State of Mind: Hudson - Schedule of Events 2020](#)  
[Hyperlink - Facebook.com/StateofMindHudson](#)  
[Proclamation](#)

*Accepting this Proclamation on behalf of the State of Mind: Hudson, Dr. Jake Protivnak thanked Mayor Shubert and City Council for the recognition. He spoke about the importance of focusing on mental health issues and the need to understand how and where to seek treatment. He emphasized that COVID-19 has contributed to increasing mental health symptoms and has created new barriers for individuals seeking treatment. He described the programming and events planned during October 4-8, 2020, which are focused on youth and adolescents and are being offered free of charge, and he encouraged participation.*

**Mayor Shubert read this Proclamation in its entirety, recognizing State of Mind: Hudson Week during October 4 - 8, 2020.**

**7.     Public Comments**

*None.*

**8.     Correspondence and Council Comments**

**20-0127     A motion to instruct City staff to begin the process of negotiating the sale of the Phase 2 property to Fairmount Properties for the purpose of undertaking a residential development on the Phase 2 property, consistent with the general concepts presented by Fairmount to Council, which development will be subject to approvals by Planning Commission and Architectural Review Board and otherwise required by the Land Development Code.**

**Brief Description:** As proposed by Mr. DeSaussure at Council meeting on September 15, 2020.

**Attachments:**     Fairmount Properties email (9-11-2020)

*Mr. DeSaussure commented regarding recent presentations by Mr. Randy Ruttenberg, of Fairmount Properties, the developer of First & Main, and his proposed approach for residential development in Phase II of the downtown area. Referring to recent correspondence received from Mr. Ruttenberg (attached to record copy of these minutes), he commented that City Council is at a crossroads, and he proposed moving forward with*

passage of a motion to authorize negotiations with Fairmount Properties, which would allow for public input during the course of the process. Discussion followed.

**A motion was made by Mr. DeSaussure, seconded by Mr. Wooldredge, to pass Motion No. 20-0127. The motion failed by the following vote:**

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

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

## 9. Report of Manager

*Ms. Howington reported on the following items:*

- *Although License Agreements are mostly handled administratively, Resolution No. 20-111 requires Council authorization, because the subject property is within the City's right-of-way area.*
- *She asked that Council members provide comments to the President of Council or her regarding the previously distributed City Manager Goals in advance of the September 22, 2020, workshop, at which this matter will be considered.*
- *A county-wide Voter Registration Day is planned for September 22, 2020, sponsored by the League of Women Voters and hosted by libraries in Summit County, and staff intends to promote this event.*
- *She asked that Council consider changing the date of their first meeting in November from the 3rd, which is Election Day, to Wednesday, November 4th. With Council agreement, staff will update the meeting calendar.*
- *Staff is working with area merchants regarding the temporary closure of a portion of First Street in order to allow outdoor dining, and a trial is planned for late September.*
- *A special Council workshop will be held on September 16, 2020, regarding the Connectivity Plan.*
- *She announced that a contract is currently pending on the old Windstream Building, located on Executive Parkway East; a promising economic development initiative that she promised to share details of as they become available.*
- *With Halloween approaching, staff is considering plans for neighborhood Trick or Treating. Pending state and county directives, she proposed a local program similar to previous years, with voluntary citizen participation and extra police presence in neighborhoods for increased safety.*
- *She previewed upcoming community events.*

## 10. Discussion Item

### A. [20-0125](#)

#### **Resumption of In-Person Government Meetings**

**Brief Description:** Council members will discuss plans for resumption of in-person Council meetings and workshops at the Town Hall, and staff will provide an update regarding the Audio Equipment Upgrade Project.

**Attachments:** [Town Hall Floor Plan for In-Person Council Meetings](#)  
[Audio Upgrade Project - Status Update 9-10-2020](#)

*Ms. Howington explained that hybrid meetings at Town Hall, which would allow participation both in-person and via video, are not possible until October 6, 2020, pending completion of the Audio Equipment Upgrade Project. Discussion followed, and there was consensus among Council members to conduct the next workshop in-person, allowing elected officials and a small number of staff to participate and providing for limited public in-person attendance, as well as live-stream and archived video. Logistics were also discussed, including the floor plan for Council meetings and workshop, a public reservation process and first-come first-served seating, social distancing, and wearing of masks.*

**This matter was discussed, and there was consensus to resume in-person Council sessions in the Town Hall meeting room at reduced room capacity and with social distancing in place, beginning with the September 22, 2020, workshop.**

**11. Appointments**

*None.*

**12. Suspension of the Rules for the Consent Agenda**

A motion was made by Mr. Wooldredge, seconded by Mr. Foster, 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 - Ms. Schlademan, Mr. Sutton, Mr. Wooldredge, Mrs. Bigham, Mr. DeSaussure and Mr. Foster

**Approval of the Consent Agenda**

A motion was made by Mr. Wooldredge, seconded by Mr. Foster, to approve the Consent Agenda. The motion carried by the following vote:

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

- A. [20-0122](#) **A Motion to Acknowledge the Timely Receipt of the August 2020 Monthly Financial Report**  
**Brief Description:** Financial summaries are provided each month for Council's review.  
**Attachments:** [August 2020 Financial Report](#)

**Motion No. 20-0122 was passed on the Consent Agenda.**

- B. [20-107](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AMENDMENT TO A WATER TOWER LEASE AGREEMENT WITH T-MOBILE CENTRAL, LLC.**  
**Brief Description:** The City of Hudson currently has an active water tower lease agreement with T-Mobile Central, LLC for the attachment of communication antennas and associated equipment on the Milford Water Tower located at 85 Milford Road, Hudson, Ohio. This lease commenced on April 3, 2002. Staff is asking to amend and renew the current lease agreement for a five (5) year term with up to three (3) separate consecutive additional periods of five (5) years.  
**Attachments:** [1st Amendment to Water Tower Lease Agmt with T-Mobile, 85 Milford Rd.](#)  
[Resolution No. 20-107](#)

**Resolution No. 20-107 was passed on the Consent Agenda.**

- C. [20-108](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AMENDMENT TO A WATER TOWER LEASE AGREEMENT WITH CELLCO PARTNERSHIP D/B/A VERIZON WIRELESS.**  
**Brief Description:** The City of Hudson currently has an active water tower lease agreement with Verizon Wireless for the attachment of communication antennas and

associated equipment on the Milford Water Tower, located at 85 Milford Road, Hudson, Ohio. Staff is asking to amend and renew the current lease agreement for a five (5) year term with up to three (3) separate consecutive additional periods of five (5) years.

**Attachments:** [1st Amendment to Water Tower Lease Agmt with Cellco \(Verizon\), 85 Milford Rd.](#)  
[Resolution No. 20-108](#)

**Resolution No. 20-108 was passed on the Consent Agenda.**

- D. [20-109](#) A RESOLUTION AFFIRMING THE CITY MANAGER’S ACCEPTANCE OF A SAFETY INTERVENTION GRANT FROM THE OHIO BUREAU OF WORKERS’ COMPENSATION ON BEHALF OF THE HUDSON EMERGENCY MEDICAL SERVICES.**
- Brief Description:** The Ohio Bureau of Workers’ Compensation has awarded Hudson Emergency Medical Services \$37,217.36 in grant funding for the purchase of a power ambulance cot and power cot loading system. The City’s match is \$12,405.78.

**Attachments:** [Resolution No. 20-109](#)

**Resolution No. 20-109 was passed on the Consent Agenda.**

- E. [20-110](#) A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT RENEWAL WITH UNIFIRST CORPORATION FOR THE CITY’S UNIFORM AND FLOOR MAT PROGRAM.**
- Brief Description:** This contract is for the provision of employee uniforms and building floor mats within the Public Works Department and City Facilities. Competitive public bidding was completed and Council awarded a two-year contract in 2018. The original contract included the option for a two-year renewal. Staff wishes to award the contract for a two-year renewal term based on good performance and desirable pricing.

**Attachments:** [Resolution 19-106 Uniforms and floor mats](#)  
[Uniforms and mats renewal pricing](#)  
[Resolution No. 20-110](#)

**Resolution No. 20-110 was passed on the Consent Agenda.**

- F. [20-111](#) A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A LICENSE AGREEMENT FOR A FENCE AT 374 NORTH MAIN STREET.**
- Brief Description:** This resolution authorizes the City Manager to enter into a license agreement with Suzanne Morgan to allow a fence installation to align with adjacent property fence setbacks within the City’s right-of-way at 374 N. Main Street in the Historic District.

**Attachments:** [License Agmt Between Hudson and 374 N Main Street for a Fence](#)  
[Resolution No. 20-111](#)

**Resolution No. 20-111 was passed on the Consent Agenda.**

G. [20-112](#)      **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. 20-112](#)

Resolution No. 20-112 was passed on the Consent Agenda.

13.      **Legislation**

A.      [20-95](#)      **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR PROFESSIONAL SERVICES WITH EUTHENICS, INC. FOR AN ALIGNMENT STUDY FOR THE BOSTON MILLS ROAD TRAIL PROJECT.**

**Brief Description:** Council previously authorized a contract with DLZ to perform an alignment study for the Boston Mills Road Trail Project. Due to a clerical error with DLZ's cost proposal, they would not execute the contract and chose to increase their fee. Since DLZ's increased fee was now the second highest fee received, City staff contacted the consultant with the second lowest fee for an interview. Based on this interview and their proposal staff unanimously changed the selection to Euthenics, Inc.

**Attachments:**      [Boston Mills Road Trail Exhibit \(revised 9-1-2020\)](#)  
                                 [Resolution No. 20-95 \(as revised 9-1-2020\)](#)

Mayor Shubert read the title of Resolution No. 20-95, which constituted its third reading.

*Mr. Foster supported passage of Resolution No. 20-95 and commented regarding connectivity needs in the subject area and support from area residents. Mr. Sutton also expressed support.*

A motion was made by Mr. Wooldredge, seconded by Mr. Foster, to pass Resolution No. 20-95. The motion carried by the following vote:

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

B.      [20-101](#)      **A RESOLUTION DECLARING IT NECESSARY TO RENEW THE EXISTING 2.9-MILL TAX LEVY FOR THE PURPOSE OF SUPPORTING THE FREE PUBLIC LIBRARY OF THE HUDSON LIBRARY AND HISTORICAL SOCIETY, AND REQUESTING THE SUMMIT COUNTY FISCAL OFFICER TO CERTIFY THE TOTAL CURRENT TAX VALUATION OF THE CITY AND THE DOLLAR AMOUNT OF REVENUE THAT WOULD BE GENERATED BY THAT LEVY.**

**Brief Description:** This resolution is a declaration of necessity that will allow the Library levy to be placed on the May 4, 2021 ballot.

**Attachments:**      [Resolution No. 20-101](#)

Mayor Shubert read the title of Resolution No. 20-101, which constituted its third reading.

*Ms. Schlademan stated that she will recuse herself from voting on Resolution No. 20-101, due to personal interests.*

**A motion was made by Mr. Wooldredge, seconded by Mr. Foster, to pass Resolution No. 20-101. The motion carried by the following vote:**

**Aye:** 5 - Mrs. Bigham, Mr. DeSaussure, Mr. Foster, Mr. Sutton and Mr. Wooldredge

**Recused:** 1 - Ms. Schlademan

#### **14. Adjournment**

**There being no further business, Mayor Shubert adjourned the Council meeting at 8:36 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.*