



City of Hudson, Ohio

Meeting Minutes - Draft City Council Workshop

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

Tuesday, September 22, 2020

7:30 PM

Town Hall
27 East Main Street

1. Call to Order

President of Council Wooldredge 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: 6 - Mrs. Bigham, Mr. DeSaussure, Mr. Foster, Ms. Schlademan, Mr. Sutton and Mr. Wooldredge

Others & Staff in Attendance: Mayor Shubert; Ms. Howington, City Manager; Mr. Comeriato, Assistant City Manager - Operations; Mr. Griffith, Management/Budget Director; Mr. Knoblauch, Assistant City Manager - Financial/Special Projects; Mr. Leiter, Production Assistant; and Mr. Sheridan, Assistant City Manager - Professional Services.

2. Correspondence and Council Comments

Mr. Sutton provided updates on the Hudson Cable Television Advisory Committee and Park Board meetings that were held on September 21, 2020.

Mr. Foster provided an update on the Planning Commission meeting that was held on September 14, 2020. He further stated that he is working with residents on Westpoint Drive and Ridgewood Blvd. on internet connectivity issues with Spectrum, and he asked area Spectrum customers to contact him if they are willing to participate in a diagnostics study to help in resolving this issue.

Mrs. Bigham stated that recently there was a vehicular crash at Stow Road and Middleton Road. She further asked for discussion on sign code regulations. Ms. Howington stated that the Stow Road/Middleton Road intersection will be discussed with the Traffic Safety Committee, and then staff will return to Council with design options. She also stated that the sign code is currently being enforced for signs that are within the right-of-way. She further stated that sign code regulations would be part of the update to the Commercial area of the Land Development Code and she will check with staff on the process of bringing that back to Council.

Ms. Schlademan stated that there will be 2 webinars on Thursday, September 24, 2020 regarding the Barlow Community Center Dam Improvement Project, and reminded interested citizens to e-mail engineering@hudson.oh.us to obtain an invite for this Zoom meeting.

Ms. Howington provided the following information: the audio-visual upgrades at Town Hall will take place the week of October 5, 2020, therefore the October 6, 2020 Council meeting will be held via Zoom; there was a typo in the the Library Levy Resolution that was previously passed and needs amended to a 2-year levy as opposed to a 5-year levy; she will be sending out a report on Velocity Broadband explaining the 300' buffer parameters; and an Executive Session will be held at the meeting of October 6, 2020, to discuss collective bargaining parameters for negotiations.

3. Discussion Items

- A. [20-0128](#) **Downtown Phase II**
Brief Description: Council will discuss the next steps for the Downtown Phase II Development.

Discussion included Council input on how to move forward with Downtown Phase II. Mr. Wooldredge asked Council to come up with ideas on how to move forward with Phase II for further discussion at the October 13, 2020, Council Workshop.

This matter was discussed and was forwarded for further discussion at the October 13, 2020, Council workshop.

- B. [20-0129](#) **Preliminary 2021 - 2025 Five-Year Plan Review**
Brief Description: Staff will present 2021-2025 Five Year Plan Assumptions, Personnel Costs and Operating Costs for all funds.
Attachments: [2021 - 2025 Five Year Plan - Original Draft 9-22-20](#)
[Operating Expense Discussion Info](#)
[Personnel Expense Discussion Info](#)

Mr. Griffith and Mr. Knoblauch discussed the Five-Year Plan Assumptions, personnel expenses, and operating expenses for all funds. There was brief discussion regarding number of employees, personnel expenses, and Hudson Public Power operating expenses. Council requested staff supply them with the approved salary schedule, list of personnel that are divided among different budgets, and directed staff to move forward with a rate study for Hudson Public Power.

This matter was discussed.

- C. [20-0130](#) **City Manager's Goals 2020/2021**
Brief Description: Council will consider and establish goals for the City Manager.
Attachments: [2020 Priority Directives for City Manager - Final Draft](#)

Council discussed the City Manager's goals for 2020/2021. There was consensus to refine the goals and identify measures for each goal.

This matter was discussed.

4. Proposed Consent Agenda for October 6, 2020, Council Meeting

- A. [TMP-5067](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ADVERTISE FOR BIDS AND ENTER INTO CONTRACTS FOR THE 2021 CAPITAL MAINTENANCE PROGRAMS OF THE CITY OF HUDSON.**
- Brief Description:** This Resolution would authorize the advertisement, receipt of bids and award of contracts for the six (6) annual road programs that will comprise the 2021 Annual Capital Maintenance Program. The program includes: Line Striping, Crack Sealing, Concrete Replacement, Asphalt Overlay and Resurfacing, Asphalt Patching and Catch Basin Repairs.

Mrs. Bigham asked for the scope of this project. Ms. Howington stated that this authorizes staff to advertise and obtain bids for the 2021 Annual Capital Maintenance Contracts that includes Asphalt, Concrete, Line Striping, and Crack Sealing. She further stated that contracts are not entered into until after Council has approved the budget for 2021.

This Resolution was forwarded for further consideration at the October 6, 2020, Council meeting.

- B. [TMP-5069](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ADVERTISE FOR BIDS AND TO ENTER INTO A CONTRACT FOR THE INSTALLATION OF PEDESTRIAN SIGNALS FOR THE HUDSON-AURORA AND HUDSON PARK DRIVE CROSSWALK ENHANCEMENT PROJECT.**
- Brief Description:** The project will include the installation of pedestrian signal improvements at the intersection of Hudson-Aurora Road and Hudson Park Drive. The estimated project cost is \$40,000, which includes a 10% contingency amount.

Mrs. Bigham stated that she would also like to see pedestrian crosswalk enhancements at Herrick Park Drive.

This Resolution was forwarded for further consideration at the October 6, 2020, Council meeting.

- C. [TMP-5063](#) **A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY FISCAL OFFICER.**
- Brief Description:** Each year the City is required to pass a resolution accepting the property tax amounts and rates as determined by the County Budget Commission.

Attachments: [Letter from Summit County requesting Resolution](#)
[Property Tax Levy Schedule Tax Year 2020, Collection Year 2021](#)

This Resolution was forwarded for further consideration at the October 6, 2020, Council meeting.

- D. [TMP-5078](#) **A RESOLUTION AUTHORIZING THE ACCEPTANCE OF A FIRE PREVENTION AND SAFETY GRANT FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY BY THE CITY MANAGER'S DESIGNEE ON BEHALF OF THE HUDSON FIRE DEPARTMENT; AND**

DECLARING AN EMERGENCY.

Brief Description: The Hudson Fire Department has been awarded \$46,342.86 in Fire Prevention & Safety Grant funding from the Federal Emergency Management Agency for the continuation of the Fire Safe Senior Program. The City's match is \$2,318.14.

This Resolution was forwarded for further consideration at the October 6, 2020, Council meeting.

E. [TMP-5079](#) 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: [Draft Resolution](#)

This Resolution was forwarded for further consideration at the October 6, 2020, Council meeting.

5. Proposed Legislation for October 6, 2020, Council Meeting

None.

6. Items to be Added to Future Agendas

None.

7. Adjournment

There being no further discussion, Mr. Wooldredge adjourned the Council workshop meeting at 9:35 p.m.

William D. Wooldredge, 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.