



City of Hudson, Ohio

Meeting Minutes - Draft

City Council Workshop

David A. Basil, Mayor

William D. Wooldredge, President of Council (At-Large)

Beth A. Bigham, Council Member (Ward 4)

Hamilton DeSaussure, Jr., Council Member (At-Large)

Dennis N. Hanink, Council Member (Ward 1)

Alex D. Kelemen, Council Member (Ward 3)

Lisa Radigan, Council Member (Ward 2)

J. Daniel Williams, 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, November 12, 2019

7:30 PM

Town Hall
27 E. Main St.

1. Call to Order

President of Council Wooldredge called to order the workshop of Hudson City Council at 7:31 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. Hanink, Mr. Kelemen, Ms. Radigan and Mr. Wooldredge

Absent: 1 - Dr. Williams

Mr. DeSaussure entered the meeting at 8:00 p.m.

Others & Staff in Attendance: Mayor Basil; Ms. Howington, City Manager; Mr. Comeriato, Assistant City Manager - Operations; 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. Leiter, Production Assistant; Mr. Powell, Assistant Public Works Director; Mr. Sheridan, Assistant City Manager - Professional Services; Mr. Tabak, Police Chief; and Mr. Wonsick, Assistant City Engineer.

2. Correspondence and Council Comments

Mr. Wooldredge reminded citizens that applications are currently being accepted until November 29, 2019, for Planning Commission, Charter Review Commission, and Hudson Community Television Advisory Board.

Mayor Basil thanked the American Legion Lee Bishop Post and the Legion Auxillary for participating in the ceremonial lowering of the final flag on Veterans Way, and he thanked City staff for assisting.

3. Discussion Items

- A. [19-0115](#) **Review of City Hall Expenses**
Brief Description: City staff will review the expenses for the new City Hall building at 1140 Terex Road.
Attachments: [City Hall Expenses and Timeline](#)

Ms. Howington provided a summary of the cost breakdown that was presented. Brief discussion followed that included the needs study and the additional costs.

This matter was discussed.

- B. [19-0116](#) **Renewal of Employee Health Insurance for 2020**
Brief Description: City staff will discuss the employee health benefit plan for 2020.

Ms. Howington explained the process for obtaining health insurance costs, the quotes received and the open enrollment timeline.

This matter was discussed.

- C. [19-0117](#) **Sign Code Update**
Brief Description: Staff has completed several meetings with community stakeholders to look at possible amendments to the Sign Code, focused on window signs and A-frame signs.
Attachments: [Memo - Sign Code Update](#)
[Proposed Sign Code revisions](#)
[Sign Code Revisions Chart](#)

Ms. Howington stated that staff is asking Council for a 90-day extension on the Sign Code Moratorium to allow time for the review process by Planning Commission and Council. Mr. Hannan provided background information on the moratorium. Brief discussion followed.

This matter was discussed.

4. Proposed Consent Agenda for November 19, 2019, Council Meeting

- A. [19-0118](#) **A Motion to Acknowledge the Timely Receipt of the October 2019 Monthly Financial Report**
Brief Description: Financial summaries are provided each month for Council's review.
Attachments: [October 2019 Financial Report](#)

This Motion was forwarded for further consideration at the November 19, 2019, Council meeting.

- B.** [TMP-4494](#) **A RESOLUTION EXPRESSING THE INTENT OF THE CITY OF HUDSON IN 2020 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 November 19, 2019, Council meeting.

- C.** [TMP-4508](#) **A RESOLUTION AUTHORIZING ADVANCES OF LOCAL TAXES.**
Brief Description: Ohio Revised Code Section 321.34, requires all local authorities entitled to advancement of funds must submit a resolution authorizing advances of local taxes each year. This resolution entitles the City to receive tax advances from Summit County for 2020.

This Resolution was forwarded for further consideration at the November 19, 2019, Council meeting.

- D.** [TMP-4528](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH SUMMACARE (SUMMA) FOR CERTAIN HEALTH BENEFIT PLAN SERVICES; AND DECLARING AN EMERGENCY.**
Executive Summary: The City of Hudson provides certain health benefits (medical and prescription drug coverage) to regular full-time city employees. The attached legislation seeks Council's authorization for the City Manager to enter into a contract with SummaCare (Summa) for health benefit plan services for the period of January 1, 2020 thru December 31, 2020.

This Resolution was forwarded for further consideration at the November 19, 2019, Council meeting.

- E.** [TMP-4522](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PURCHASE AGREEMENT WITH MOTOROLA SOLUTIONS, INC. FOR THE PURCHASE OF A POLICE/DISPATCH RADIO CONSOLE SYSTEM.**
Brief Description: A resolution authorizing the City Manager to enter into contract with Motorola Solutions and the expenditure of \$487,922. This is for the purchase of a replacement dispatch radio console system, professional implementation services, and extended warranty services for a period of five years.

Attachments: [10.31 City of Hudson MCC 7500 Dispatch Console Project](#)

This Resolution was forwarded for further consideration at the November 19, 2019, Council meeting.

- F. [TMP-4524](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A LEASE AGREEMENT WITH AT&T FOR A HOSTED 911 CALL-TAKING SOLUTION.**
Brief Description: It is necessary to enter into a lease contract with AT&T at a cost of \$2,000 per month for 3-years with a total overall cost of \$72,000 for the use of their hosted 911 call-taking solution to replace obsolete equipment now being used in dispatch to accept 911 calls.
Attachments: [Pricing Schedule](#)

This Resolution was forwarded for further consideration at the November 19, 2019, Council meeting.

- G. [TMP-4525](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A LEASE AGREEMENT WITH AT&T FOR DEDICATED LEASED CIRCUIT.**
Brief Description: It is necessary to enter into a lease agreement with AT&T at a cost of \$551.15 per month for 3-years for an overall cost of \$19,841.40 for dedicated leased circuit to connect to their hosted Vesta 911 system.
Attachments: [AT&T Dedicated Circuit Quote](#)

This Resolution was forwarded for further consideration at the November 19, 2019, Council meeting.

- H. [TMP-4526](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A MEMORANDUM OF UNDERSTANDING (MOU) WITH BATH TOWNSHIP TO PROVIDE DISPATCH ROLLOVER SERVICES.**
Brief Description: A resolution authorizing the city manager to enter into a memorandum of understanding with Bath Township and establish virtual partnered dispatching between the City of Hudson and Bath Township.
Attachments: [Hudson Bath MOU](#)

Responding to Mr. DeSaussure's inquiry, Chief Tabak explained the procedures on how calls will be handled between the two communities and how personnel will be dispatched.

This Resolution was forwarded for further consideration at the November 19, 2019, Council meeting.

- I. [TMP-4513](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PURCHASE AGREEMENT WITH UNIVAR FOR ROCK SALT FOR THE CITY'S WATER TREATMENT PLANT.**
Brief Description: The Water Resources Division uses bulk coarse rock salt to regenerate softening equipment as part of the water treatment process at the Water Plant. The need for this salt will be eliminated with the startup of the newly constructed brine well in December 2019/January 2020. This Contract will provide a resource for rock salt material during the interim and in an emergency event when the brine system is offline.
Attachments: [Univar Salt Bid](#)

Responding to Mrs. Bigham's question, staff stated that salt is purchased on an as-needed basis.

This Resolution was forwarded for further consideration at the November 19, 2019, Council meeting.

- J.** [TMP-4517](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH DLZ FOR PROFESSIONAL SERVICES FOR AN ALIGNMENT STUDY FOR THE BOSTON MILLS ROAD TRAIL PROJECT.**
Brief Description City staff requested that six (6) consultants submit a proposal for an alignment study for the Boston Mills Road Trail project. A total of four (4) consultants submitted proposals. The top consultant selected by the staff was interviewed and, based on their proposal and the interview, staff unanimously selected DLZ.
Attachments: [Location Map](#)

Mr. Kosco explained the different alignment options as outlined on the map attached.

This Resolution was forwarded for further consideration at the November 19, 2019, Council meeting.

- K.** [TMP-4515](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH GREENMAN-PEDERSEN, INC. (“GPI, INC.”) FOR CONSTRUCTION ADMINISTRATION AND INSPECTION SERVICES FOR THE VETERANS TRAIL, PHASE 3 PROJECT (PID 97856); AND DECLARING AN EMERGENCY.**
Brief Description: The project will include the installation of a multi-use path between Veterans Way Park and Barlow Road. In order to provide the required, full-time inspection and construction administration for the project, staff is requesting permission to hire a professional construction management firm to provide these services. Since the project includes federal funding, an Ohio Department of Transportation (ODOT) prequalified construction management firm is required to provide full-time construction administration and inspection for the project.
Attachments: [Location Map](#)

Mr. Wonsick explained the purpose for the construction manager.

This Resolution was forwarded for further consideration at the November 19, 2019, Council meeting.

- L.** [TMP-4493](#) **A RESOLUTION AFFIRMING THE APPLICATION SUBMITTED BY THE CITY MANAGER’S DESIGNEE TO THE OHIO BUREAU OF WORKERS’ COMPENSATION FOR A SAFETY INTERVENTION GRANT ON BEHALF OF THE CITY’S EMERGENCY MEDICAL SERVICE.**
Brief Description: The Ohio Bureau of Workers’ Compensation provides Safety Intervention Grant Program funding to Ohio public employers who wish to purchase equipment to substantially reduce or eliminate injuries associated with a particular task or operation. The City of Hudson is eligible for approximately \$37,217.36 in funding.

This Resolution was forwarded for further consideration at the November 19, 2019, Council

meeting.

5. Proposed Legislation for November 19, 2019, Council Meeting

- A. [19-147](#) **AN ORDINANCE APPROVING A PETITION FOR SPECIAL ASSESSMENTS FOR SPECIAL ENERGY IMPROVEMENT PROJECTS AND A PLAN FOR PUBLIC IMPROVEMENTS; APPROVING THE NECESSITY OF ACQUIRING, CONSTRUCTING, AND IMPROVING CERTAIN PUBLIC IMPROVEMENTS IN THE CITY IN COOPERATION WITH THE AKRON-SUMMIT COUNTY ENERGY SPECIAL IMPROVEMENT DISTRICT; DETERMINING TO PROCEED WITH SUCH PROJECT; AND DETERMINING TO LEVY SPECIAL ASSESSMENTS IN CONNECTION WITH SUCH PROJECT.**

Brief Description: Passage of this Ordinance will enable the City to become a participating political subdivision of the Akron-Summit County Energy Special Improvement District (ESID). As a result, businesses located within the City of Hudson will be able to have the financing costs of approved energy improvement projects be repaid through an assessment on the property.

Attachments: [Ordinance No. 19-147](#)

Ordinance No. 19-147 was forwarded for further consideration at the November 19, 2019, Council meeting.

- B. [19-152](#) **A RESOLUTION ADOPTING IN CONCEPT THE CITY OF HUDSON FIVE-YEAR PLAN 2020-2024.**

Brief Description: This resolution adopts in concept the City's Five-Year Plan.

Attachments: [FINAL DRAFT - 5-Year Plan 2020-2024](#)

[Resolution No. 19-152](#)

Discussion was held regarding how to proceed with approving the 2020 Budget and various other personnel and operating expenses.

Resolution No. 19-152 was forwarded for further consideration at the November 19, 2019, Council meeting.

- C. [19-153](#) **AN ORDINANCE TO MAKE APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF HUDSON, COUNTY OF SUMMIT, STATE OF OHIO, DURING THE FISCAL YEAR BEGINNING JANUARY 1, 2020 AND ENDING DECEMBER 31, 2020.**

Brief Description: This Ordinance establishes the City's budget for 2020.

Attachments: [Ordinance No. 19-153](#)

Ordinance No. 19-153 was forwarded for further consideration at the November 19, 2019, Council meeting.

- D. [19-158](#) AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF \$950,000 OF NOTES, IN ANTICIPATION OF THE ISSUANCE OF BONDS, FOR THE PURPOSE OF PAYING COSTS OF ACQUIRING, REMODELING, RENOVATING, FURNISHING, EQUIPPING AND OTHERWISE IMPROVING A BUILDING, AND ACQUIRING, CLEARING, IMPROVING AND EQUIPPING ITS SITE, FOR USE AS A NEW CITY HALL TO HOUSE MUNICIPAL OFFICES AND FUNCTIONS; AND DECLARING AN EMERGENCY.
- Brief Description:*** This ordinance authorizes the additional cost of the improvements to the new city hall.
- Attachments:*** [Fiscal Officer's Certificate](#)
[Ordinance No. 19-158](#)

Ordinance No. 19-158 was forwarded for further consideration at the November 19, 2019, Council meeting.

- E. [TMP-4514](#) AN ORDINANCE AMENDING SECTION 1, "PLAN SUBMISSIONS AND GENERAL NOTES," AND SECTION 2, "WATER DISTRIBUTION," OF CHAPTER 1419, "ENGINEERING STANDARDS FOR INFRASTRUCTURE CONSTRUCTION" AND REPEALING SECTION 3, "SANITARY COLLECTION" OF THE BUILDING AND HOUSING CODE.
- Brief Description:*** Section 1 - Plan Submission and General Notes of the City of Hudson Engineering Standards for Infrastructure Construction and Section 2 - Water Distribution were last updated in 2002. Staff would like to update these sections to reflect various changes due to industry standards that have changed since the last updates. Section 3 - Sanitary Collection, will be repealed as the City no longer governs the construction and maintenance of the sanitary sewer system.
- Attachments:*** [Summary of Changes](#)
[Exhibit A](#)
[Exhibit B](#)

This Ordinance was forwarded for further consideration at the November 19, 2019, Council meeting.

- F. [TMP-4543](#) AN ORDINANCE AMENDING SECTIONS 672.01, 672.07, 672.09, 672.14, AND 672.19 OF CHAPTER 672, "WEAPONS AND EXPLOSIVES," OF THE CODIFIED ORDINANCES TO CONFORM TO STATE LAW, AND DECLARING AN EMERGENCY.
- Brief Description:*** The Ohio General Assembly passed House Bill 228, which amended multiple sections of the Revised Code with respect to the rights of gun owners, and other fire-arm related matters. This Ordinance amends the City's regulations concerning weapons and explosives in conflict with HB 228.
- Attachments:*** [Draft Ordinance](#)

This Ordinance was forwarded for further consideration at the November 19, 2019, Council meeting.

- G. [TMP-4544](#) **A RESOLUTION ADOPTING A CREDIT/PURCHASING CARD POLICY FOR THE CITY OF HUDSON.**
Brief Description: House Bill 312 established safeguards for credit card use for Ohio's local governments. Even though the City of Hudson has home rule authority to deviate from HB 312, establishing this policy will ensure transparency and accountability with respect to the City's credit-related transactions.

This Resolution was forwarded for further consideration at the November 19, 2019, Council meeting.

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

Mr. DeSaussure requested discussion of campaign contributions in Hudson at a future meeting.

7. **Adjournment**

There being no further discussion, Mr. Wooldredge adjourned the Council workshop meeting at 9:15 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.