



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)

Nicole 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 1, 2020

6:00 PM

Via Video-Conference & Live-Stream

1. Call to Order

Mayor Shubert called to order the meeting of Hudson City Council at 6:00 p.m., in accordance with the Sunshine Laws of the State of Ohio, O.R.C. Section 121.22.

Present: 7 - Mrs. Bigham, Mr. DeSaussure, Mr. Foster, Mrs. Kowalski, Ms. Schlademan, Mr. Sutton and Mr. Wooldredge

2. Executive Session

It was moved and seconded that Council enter into executive session to consider a personnel matter concerning appointments to various boards, commissions, and committees and to interview applicants. Mayor Shubert recessed the meeting at 6:01 p.m. after the motion passed unanimously.

Mayor Shubert reconvened the meeting at 7:30 p.m.

3. Pledge of Allegiance to the Flag

4. Oath of Office: Nicole Kowalski, At-Large Council Member

Mrs. Kowalski expressed appreciation to Mayor Shubert. She said she was honored, humbled, and excited to represent Hudson residents as the new At-Large Council Member. She looked forward to making progress on many issues with her colleagues on Council and with City staff, and she thanked her family and supporters.

Mayor Shubert administered the Oath of Office to At-Large Council Member Kowalski in a

ceremony held at 5 p.m. before the meeting this day, a recording of which was entered into the record.

5. Roll Call

Present: 7 - Mrs. Bigham, Mr. DeSaussure, Mr. Foster, Mrs. Kowalski, Ms. Schlademan, Mr. Sutton and Mr. Wooldredge

Staff in Attendance: Ms. Howington, City Manager; Mr. Vazzana, City Solicitor; 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. Leedham, Innovation & Technology Director; Mr. Leiter, Production Assistant; and Mr. Sheridan, Assistant City Manager - Professional Services.

6. Approval of the Minutes

A. [20-0152](#) Minutes of Previous Council Meetings

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

Attachments: [November 4, 2020 Council Meeting Minutes - DRAFT](#)
[November 17, 2020 Council Meeting Minutes - DRAFT](#)
[November 24, 2020 Workshop Minutes - DRAFT](#)

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

7. Honorary Resolution

A. [20-154](#) A RESOLUTION THANKING THE MEMBERS OF THE 2020 CHARTER REVIEW COMMISSION FOR THEIR SERVICE TO THE COMMUNITY.

Brief Description: This Resolution provides recognition and thanks to Andrew Duff, Melissa Jones, Robert Kagler, Kerri Keller, Sherif Mansour, Lisa Radigan, David Schweighoefer, Brett Shriver, and Allen Wass for their service as members of the 2020 Charter Review Commission.

Attachments: [Resolution No. 20-154](#)

Mayor Shubert read Resolution No. 20-154 in its entirety, thanking members of the Charter Review Commission. Mr. Sutton thanked Commission members for doing an incredibly thorough job in reviewing the Charter. Mrs. Slagle shared a communication from Chair Kagler, thanking Council for the opportunity to serve, thanking fellow members for their time and dedication to what was a truly joint effort, and thanking all who provided comments, suggestions, and constructive criticism during the review process (see email attached to record copy of these minutes).

A motion was made by Mr. DeSaussure, seconded by Mr. Wooldredge, to pass Resolution No. 20-154. The motion carried by the following vote:

Aye: 7 - Mrs. Bigham, Mr. DeSaussure, Mr. Foster, Mrs. Kowalski, Ms. Schlademan, Mr. Sutton and Mr. Wooldredge

8. Public Comments

Mrs. Diane Demuynck, 6406 Ridgeline Drive, shared photos and information about the North Pole Mailbox on the Clocktower Green. She encouraged children to write to Santa and deposit their letters there, and with inclusion of a stamped, self-addressed envelope, she said that every child who writes to Santa will receive a response from him.

Ms. Karen Farkas, 7286 Glastonbury Drive, said that she believes every Council member loves Hudson and wants to do everything to ensure the community succeeds and thrives, but she expressed disturbance with recent discord between some Council members, especially on social media. She urged Council to consider adopting a Code of Conduct that would provide specific guidance regarding public comments, social media, and conduct with one another. She suggested that Council members review the Code adopted by Sunnyvale, California (see statement attached to record copy of these minutes).

Mrs. Slagle read an email addressed to elected officials and the City Manager from Nicolle McCormick, 308 Aurora Street, expressing deep concern about speeding and traffic on downtown streets. She identified Aurora Street/Hudson Street and Oviatt Street intersections as problem areas, and she requested the City take action to install speed bumps and pedestrian crossing lights to ensure improved safety for pedestrians. In a follow-up email, she acknowledged receipt of a response from the City Manager, who indicated that the City is looking into this matter. (see email dated November 30, 2020 attached to record copy of these minutes).

9. Correspondence and Council Comments

Ms. Schlademan read a letter from Rebecca Benson Leiter, 134 Aurora Street, asking that Council investigate ways to increase pedestrian and bicycling safety as part of the Connectivity Plan. She suggested lighted crossings at a number of intersections and expressed the need for motorists to slow down and defer to pedestrians and bicyclists (see email dated December 1, 2020, attached to record copy of these minutes).

Mr. Sutton thanked Mrs. Demuynck for helping to coordinate Santa's mailbox, and he thanked the City for finding a place on the Green for it.

10. Report of Manager

Ms. Howington acknowledged Mrs. McCormick's concerns and said that the Traffic Safety Review Committee will be reviewing the intersections mentioned at their next meeting. She spoke of how adaptive signals will help sense pedestrian activity at intersections.

Ms. Howington said that Mayor Walters of Cuyahoga Falls expressed gratitude to Hudson Public Power crews for providing mutual aid to their municipal power crews, helping them to restore power.

She also acknowledge the hard work of the Public Works Department employees for transitioning the City's trucks from leaf collection to snow plowing in order to timely respond to the snow storm. Mr. Hutchinson provided an update on snow plowing and de-icing activities to address the continuing snow fall.

11. Discussion Items

None.

12. Appointments

A. Appointment to Board of Zoning & Building Appeals: 1 full term (1/2/2021 - 1/1/2025)

Mr. Wooldredge nominated Mrs. Kerri Keller to serve on the Board of Zoning & Building Appeals for a full term commencing on January 2, 2021. A motion was made by Mr. DeSaussure, seconded by Mrs. Bigham, to appoint Mrs. Kerri Keller to the Board of Zoning & Building Appeals. The motion carried by the following vote:

Aye: 7 - Mr. DeSaussure, Mr. Foster, Mrs. Kowalski, Ms. Schlademan, Mr. Sutton, Mr. Wooldredge and Mrs. Bigham

B. Appointments to Planning Commission: 2 full terms (1/2/2021 - 1/1/2025)

Mr. Wooldredge nominated Mrs. Melissa Jones and Mr. Erik Vaughan to serve on the Planning Commission for full terms commencing on January 2, 2021. A motion was made by Mr. DeSaussure, seconded by Mr. Sutton, to appoint Mrs. Jones and Mr. Vaughan to the Planning Commission. The motion carried by the following vote:

Aye: 7 - Mr. Foster, Mrs. Kowalski, Ms. Schlademan, Mr. Sutton, Mr. Wooldredge, Mrs. Bigham and Mr. DeSaussure

C. [20-0153](#) A Motion to appoint Councilmen Foster and Sutton to serve as Representatives to the Volunteer Fire Fighters' Dependents Fund Board for the 2021 Term.

Brief Description: On an annual basis, City Council must appoint two of its members to serve on the Volunteer Fire Fighters' Dependents Fund Board (VFFDFB), and Councilmen Foster and Sutton have expressed interest in serving.

A motion was made by Mr. Wooldredge, seconded by Mr. DeSaussure, to appoint Mr. Foster and Mr. Sutton to serve as Council representatives on the Volunteer Firefighters Dependents' Fund Board for the 2021 term. The motion carried by the following vote:

Aye: 7 - Mrs. Kowalski, Ms. Schlademan, Mr. Sutton, Mr. Wooldredge, Mrs. Bigham, Mr. DeSaussure and Mr. Foster

13. 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: 7 - Ms. Schlademan, Mr. Sutton, Mr. Wooldredge, Mrs. Bigham, Mr. DeSaussure, Mr. Foster and Mrs. Kowalski

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: 7 - Mr. Sutton, Mr. Wooldredge, Mrs. Bigham, Mr. DeSaussure, Mr. Foster, Mrs. Kowalski and Ms. Schlademan

A. [20-0154](#) **A Motion to Approve the Proposed 2021 City Council Meeting Schedule.**

Brief Description: A proposed meeting schedule for the new year has been prepared for Council's review and approval.

Attachments: [Council Workshops & Meetings Schedule 2021 - Final](#)

Motion No. 20-0154 was passed on the Consent Agenda.

B. [20-155](#) **A RESOLUTION AFFIRMING THE APPLICATION SUBMITTED BY THE CITY MANAGER'S DESIGNEE TO THE BURTON D. MORGAN FOUNDATION FOR A GRANT ON BEHALF OF HUDSON COMMUNITY TELEVISION.**

Brief Description: The Burton D. Morgan Foundation has previously provided a production grant in the amount of \$1,200.00 to help fund production of 'Good Day in Hudson'. No match is required.

Attachments: [Resolution No. 20-155](#)

Resolution No. 20-155 was passed on the Consent Agenda.

C. [20-156](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE SUMMIT COUNTY PUBLIC DEFENDER'S COMMISSION FOR DEFENSE OF INDIGENT DEFENDANTS IN THE STOW MUNICIPAL COURT.**

Brief Description: The City enters into an annual agreement with the Summit County Public Defender's Commission for the defense of indigent defendants. This Resolution authorizes such an agreement during the year 2021.

Attachments: [Exhibit A - Proposed Agreement](#)

[Resolution No. 20-156](#)

Resolution No. 20-156 was passed on the Consent Agenda.

D. [20-157](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A GROUND LEASE AGREEMENT AND AN ACCESS AND UTILITY EASEMENT THERETO WITH CELLCO PARTNERSHIP, d/b/a VERIZON WIRELESS.**

Brief Description: Cellco Partnership, d/b/a Verizon Wireless is preparing to install communications equipment on the AT&T cell tower located on Hines Hill Road. Verizon Wireless will collocate on the AT&T tower and as such requires additional ground space below the tower for the placement of ground mounted equipment. In addition, Verizon Wireless will enter into an access easement agreement to allow access to the ground equipment enclosure area and the existing cell tower. City staff seeks legislation to execute the agreement at this time.

Attachments: [Verizon Ground Lease Schematic](#)

[Verizon Easement - City of Hudson - Hines Hill - \(FINAL\)](#)

[Hudson NW City of Hudson Verizon Ground Lease - \(Final\)](#)

[Resolution No. 20-157](#)

Resolution No. 20-157 was passed on the Consent Agenda.

- E. [20-158](#) **A RESOLUTION AMENDING RESOLUTION NO. 20-37 TO REFLECT 2021 FLEET VEHICLE AND ASSOCIATED EQUIPMENT PRICING ADJUSTMENTS; AND DECLARING AN EMERGENCY.**
- Brief Description:** Resolution No. 20-37 was passed on August 18, 2020, authorizing the replacement purchase of three (3) fleet vehicles. Shortly following approval of the legislation, it was communicated to fleet managers that the vehicle manufacturers had stopped taking orders for 2020 models. Manufacturers have now begun taking orders for 2021 vehicles and have adjusted pricing accordingly. Staff wishes to proceed with the replacement purchase of the three existing vehicles as detailed in the 2020 fleet capital replacement plan. The Public Works Department has obtained the 2021 adjusted pricing for the purchase of the three (3) replacement vehicles. They include two (2) Freightliner Cab and Chassis vehicles and one (1) Ford F550 and all associated equipment.
- Attachments:** [Permission to Bid 2020, Resolution No. 19-185 \(passed 12/17/19\)](#)
 [Resolution No. 20-37 \(passed 8/18/20\)](#)
 [Resolution No. 20-158](#)

Resolution No. 20-158 was passed on the Consent Agenda.

- F. [20-159](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH KNOX COMPANY FOR THE PURCHASE OF SECURE KEY BOXES ON BEHALF OF THE CITY'S FIRE DEPARTMENT.**
- Brief Description:** The Hudson Fire Department has been awarded \$46,342.86 in Fire Prevention & Safety Grant funding from the Federal Emergency Management Agency (FEMA) for the continuation of the Fire Safe Senior Program. The City's match is 5% @ \$2,317.14. City Council has accepted the grant on behalf of the Hudson Fire Department. \$41,160 of the grant will be spent on the key box system.
- Attachments:** [Knox Quote - 11-09-20](#)
 [Resolution No. 20-159](#)

Resolution No. 20-159 was passed on the Consent Agenda.

14. Legislation

- A. [20-142](#) **A RESOLUTION ADOPTING IN CONCEPT THE CITY OF HUDSON FIVE-YEAR PLAN 2021-2025.**
- Brief Description:** This resolution adopts in concept the City's Five-Year Plan.
- Attachments:** [2021 - 2025 Five Year Plan - Final Draft 11-18-20 \(as revised 11-24-2020\)](#)
 [2021 - 2025 Five Year Plan - Draft 10-28-20 \(as introduced 11-4-2020\)](#)
 [Resolution No. 20-142](#)

Mayor Shubert read the title of Resolution No. 20-142, which constituted its third reading.

Mr. Wooldredge said he was pleased that this 5-Year Plan includes many Council priorities, such as roads, sidewalks, connectivity projects, and stormwater, thanks to the City's tax revenues and strong financial position.

A motion was made by Mr. Wooldredge, seconded by Mr. Foster, to pass Resolution No. 20-142. The motion carried by the following vote:

Aye: 7 - Mr. Wooldredge, Mrs. Bigham, Mr. DeSaussure, Mr. Foster, Mrs. Kowalski, Ms. Schlademan and Mr. Sutton

- B. [20-143](#) 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, 2021 AND ENDING DECEMBER 31, 2021.**

Brief Description: This Ordinance establishes the City's budget for 2021.

Attachments: [Ordinance No. 20-143 \(as revised 11-24-2020\)](#)

[Ordinance No. 20-143 \(as introduced 11-4-2020\)](#)

Mayor Shubert read the title of Ordinance No. 20-143, which constituted its third reading.

A motion was made by Mr. Wooldredge, seconded by Mr. DeSaussure, to pass Ordinance No. 20-143. The motion carried by the following vote:

Aye: 7 - Mrs. Bigham, Mr. DeSaussure, Mr. Foster, Mrs. Kowalski, Ms. Schlademan, Mr. Sutton and Mr. Wooldredge

- C. [20-145](#) AN ORDINANCE PLACING A MORATORIUM ON THE OPERATION OF ANY SHORT TERM RESIDENTIAL REAL ESTATE RENTALS IN THE CITY OF HUDSON; AND DECLARING AN EMERGENCY.**

Brief Description: This Ordinance establishes a 180-day temporary moratorium prohibiting the operation of short term (less than 30 days) residential real estate rentals ("STRs") within the City of Hudson. The period of the moratorium will permit the City to conduct community outreach, study, formulate, and draft regulations with respect to STRs.

Attachments: [Ordinance No. 20-145](#)

Mayor Shubert read the title of Ordinance No. 20-145, which constituted its third reading.

A motion was made by Mr. Wooldredge, seconded by Mr. Sutton, to postpone action on Ordinance No. 20-145 to the meeting of December 15, 2020. The motion carried by the following vote:

Aye: 7 - Mr. DeSaussure, Mr. Foster, Mrs. Kowalski, Ms. Schlademan, Mr. Sutton, Mr. Wooldredge and Mrs. Bigham

- D. [20-152](#) **A RESOLUTION SUBMITTING TO THE ELECTORS OF THE CITY THE QUESTION OF THE RENEWAL OF AN EXISTING 2.9-MILL TAX LEVY FOR THE PURPOSE OF SUPPORTING THE FREE PUBLIC LIBRARY OF THE HUDSON LIBRARY AND HISTORICAL SOCIETY; AND DECLARING AN EMERGENCY.**
Brief Description: This is the second of two pieces of legislation that Council is being requested to pass on behalf of the Library to allow their operating levy to be put on the May 4, 2021 ballot.
Attachments: [Certificate of Estimated Property Tax Revenue](#)
 [Resolution No. 20-152](#)

Mayor Shubert read the title of Resolution No. 20-152, which constituted its second reading.

- E. [20-153](#) **AN ORDINANCE AMENDING SECTION 410.01, SCHEDULE I, “EXISTING POSTED SPEED LIMITS,” OF THE TRAFFIC CODE TO LOWER THE SPEED LIMIT FROM 45 MILES PER HOUR TO 35 MILES PER HOUR ON TEREX ROAD BETWEEN SR 91 AND BARLOW ROAD, EAST; AND DECLARING AN EMERGENCY.**
Brief Description: After a recent traffic study was performed on the intersection of Barlow Road/Terex Road/Hudson Industrial Parkway, it is recommended that the speed limit be lowered from 45 mph to 35 mph.
Attachments: [Ordinance No. 20-153](#)

Mayor Shubert read the title of Ordinance No. 20-153, which constituted its second reading.

A motion was made by Mr. Wooldredge, seconded by Ms. Schlademan, to suspend the rule requiring three readings to allow for passage of Ordinance No. 20-153. The motion carried by the following vote:

Aye: 6 - Mr. Foster, Mrs. Kowalski, Ms. Schlademan, Mr. Wooldredge, Mrs. Bigham and Mr. DeSaussure
Nay: 1 - Mr. Sutton

A motion was made by Mr. Wooldredge, seconded by Mrs. Kowalski, to pass Ordinance No. 20-153. The motion carried by the following vote:

Aye: 7 - Mrs. Kowalski, Ms. Schlademan, Mr. Sutton, Mr. Wooldredge, Mrs. Bigham, Mr. DeSaussure and Mr. Foster

- F. [20-160](#) **AN ORDINANCE ENACTING A NEW CHAPTER 876, “SHORT-TERM RENTAL OPERATIONS,” OF THE BUSINESS REGULATION CODE; AND DECLARING AN EMERGENCY.**
Brief Description: A permit program has been drafted for the regulation of short-term rentals within the City of Hudson.
Attachments: [Ordinance No. 20-160](#)

Mayor Shubert read the title of Ordinance No. 20-160, which constituted its first reading.

15. Adjournment

There being no further business, Mayor Shubert adjourned the Council meeting at 8:11 p.m.

Craig A. Shubert, Mayor

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.