



City of Hudson, Ohio

Meeting Minutes - Draft City Council Workshop

Jeffrey L. Anzevino, Mayor
Christopher W. Foster, President of Council (Ward 2)
Christopher A. Banweg, Council Member (At-Large)
Karen E. Heater, Council Member (At-Large)
Nicole V. Kowalski, Council Member (At-Large)
Scott Ruffer, Council Member (Ward 4)
Katherine R. Schlademan, Council Member (Ward 1)
Skylar J. Sutton, Council Member (Ward 3)

Thomas J. Sheridan, City Manager
John Kolesar, City Solicitor
Aparna Wheeler, Clerk of Council

Tuesday, May 9, 2023

7:30 PM

City Hall
1140 Terex Road

1. Call to Order

In the absence of Mayor Anzevino, President of Council Foster 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: 7 - Mr. Banweg, Mr. Foster, Mrs. Heater, Mrs. Kowalski, Mr. Ruffer, Ms. Schlademan and Mr. Sutton

Others & Staff in Attendance: Mr. Sheridan, City Manager; Mr. Comeriato, Assistant City Manager - Operations; Mrs. Behnke, Economic Development Manager; Mr. Hannan, Community Development Director; Mr. Knoblauch, Assistant City Manager - Financial/Special Projects; Mr. Kosco, City Engineer; and Mr. Leiter, HCTV Production Assistant.

2. Correspondence and Council Comments

Mr. Sutton provided an update on the Steering Committee that was held on May 3, 2023.

Mrs. Heater thanked staff for putting together the road tour on Saturday, May 6, 2023, and she congratulated the students who had lemonade stands as well as Mayor Anzevino who visited all of the stands in Hudson.

Mr. Ruffer thanked staff for putting together the road tour. He further thanked Assistant Fire Chief Joe Alexander for meeting with him regarding information on awareness on CO2 detectors and smoke alarms.

Ms. Schlademan requested further discussion on the Special Event Fee structure, prior to formalizing legislation.

Mr. Foster provided an update on the Planning Commission meeting that was held on May 8, 2023.

3. Discussion Items

A. [23-0039](#) Purchase or lease of the Norfolk & Southern abandon railroad

right-of-way in Hudson, Ohio from the intersection of W. Barlow Road to State Route 303.

Brief Description: The City Officials met with the Norfolk Southern Railroad Right-of-way staff recently on site to inspect the railroad right-of-way, and to determine the condition of the rail lines. The segment of the railroad from the intersection of W. Barlow Road to State Route 303 is the section they may be willing to transfer to the City. The Railroad may be interested in selling or leasing the right-of-way to the City of Hudson, Ohio.

Attachments: [Location Map](#)

Mr. Sutton and Mr. Sheridan provided information on an on-site meeting they had with Norfolk Southern regarding the railroad tracks along W. Barlow Road. Mr. Sheridan further provided information on what is needed to purchase and/or lease this section of tracks and the timeline.

This matter was discussed.

B. [23-0018](#) Downtown Organization Research

Brief Description: City staff researched how peer communities manage their downtown districts. The research was pursued to compare the Hudson community's framework to peer communities, see what other frameworks are in use, and determine any improvements that may be appropriate to implement.

Attachments: [Council Memo - Main Street 2.13.23](#)
[Main Street Research 2.13.23](#)

Mr. Hannan provided background information regarding the research that was performed, and Mrs. Behnke provided information on how peer communities manage their downtown districts. Discussion followed regarding performing a DART assessment, business areas that would be included, funding obligation to the City, and streamlining boards and commissions. There was consensus to not move forward with this at this time.

This matter was discussed.

C. [23-0040](#) Discussion of additional lighting on the Clocktower and gazebo greens

Brief Description: Staff have received a request for additional sidewalk lighting on the Clock tower and gazebo greens. The PW Public Properties and HPP Divisions staff have looked at the areas in question and have a recommendation for lighting improvements.

Attachments: [Buckingham Pole and Fixture](#)
[Gazebo Green Lighting](#)
[Clocktower Green Lighting](#)

Mr. Comeriato provided information on the proposed additional lighting on the clocktower and gazebo greens. Discussion followed that included timeline and cost. There was consensus to put this item off until later in the year to see how the budget looks.

This matter was discussed.

D. [23-0041](#) Village of Peninsula, Ohio Proposed Water Distribution System Extension and the Hudson Water System Report.

Brief Description: The City Administration will update City Council on the

final draft report regarding the study for serving the Village of Peninsula, Ohio with safe drinking water from the Hudson Water System to serve the areas of Peninsula, Ohio as described in the report. The Study was performed by Summit County and reviewed by the City of Hudson. (See the attached report performed by ARCADIS Consulting Firm.)

Attachments: [Hudson Service Extension Phase 2 TM Final](#)

Mr. Sheridan provided information on the draft report for the proposed water distribution system extension to Peninsula. He further asked Council if they would like him to move forward with discussion with the County and Peninsula. There was Council consensus to move forward with negotiations and to make sure the following was taken into account, capacity of Hudson's system and that there is no cost burden to Hudson residents. Mr. Foster also requested future legislation regarding Hudson's first right of refusal for extension of waterlines within Hudson, and Mr. Sheridan provided an update on the water expansion project that the ad-hoc committee has been working on.

This matter was discussed.

- E. [TMP-6613](#) **AN ORDINANCE EXCUSING AN ELECTED OFFICIAL FROM ATTENDANCE AT COUNCIL MEETINGS FOR THOSE REASONS CONSISTENT WITH FAMILY AND MEDICAL LEAVE ACT (FMLA).**
Brief Description: Clarifies that a member of council would be excused during parental leave consistent with FMLA, which does not generally apply to elected officials. The Charter does not define an excused absence as it applies to meetings of Council and this would provide an excused absence for any reason consistent with City personnel policy.

Attachments: [Draft Ordinance](#)

There was discussion on the necessity of this. There was consensus to remove this item from consideration and have a motion be made at the next Council meeting to excuse Mrs. Kowalski from meetings during her absence.

This matter was removed from consideration by Council.

4. **Proposed Consent Agenda for May 16, 2023, Council Meeting**

- A. [TMP-6641](#) **A Motion to Acknowledge the Timely Receipt of the April 2023 Monthly Financial Report**
Brief Description: Financial summaries are provided each month for Council's review.

Attachments: [April 2023 Financial Report](#)

This Motion was forwarded for further consideration at the May 16, 2023, Council meeting.

- B. [TMP-6491](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ADVERTISE FOR COMPETITIVE BIDS AND TO ENTER INTO A CONTRACT FOR THE CITY HALL AWNING AND CANOPY PROJECT.**
Brief Description: Staff is requesting authorization to bid and award a contract for the addition of a weather awning over the double door entrance to

the City Hall community rooms and a premanufactured canopy to cover a bench at the rear of the City Hall rear entry sidewalk adjacent to the existing parking lot. The city received a Community Development Block Grant (CDBG) grant which will cover the majority of the project's cost.

Attachments: [Draft Resolution](#)

This Resolution was forwarded for further consideration at the May 16, 2023, Council meeting.

- C. [TMP-6631](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO CONTRACTS FOR THE SALE AND PURCHASE OF REAL PROPERTY FOR THE E. STREETSBORO STREET AND STOW ROAD SIDEWALK PROJECT; AND DECLARING AN EMERGENCY.**

Brief Description: Due to the installation of the new sidewalk, permanent right-of-way acquisitions are required for the project.

Attachments: [Acquisition Table - 303-Stow](#)

[Exhibit A - 303 & Stow Sidewalk Acquisition Map](#)

[Draft Resolution](#)

This Resolution was forwarded for further consideration at the May 16, 2023, Council meeting.

- D. [TMP-6630](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICES CONTRACT WITH AECOM TECHNICAL SERVICES INC. FOR THE DESIGN OF THE VALLEY VIEW ROAD AND HINES HILL ROAD SIDEWALK IMPROVEMENT PROJECT.**

Brief Description: .

The purpose of this request for proposal (RFP) was to solicit proposals from professional design, engineering and surveying consultants (Consultant) for the analysis, engineering, and design of a 5-ft. pedestrian sidewalk along Hines Hill Road from Valley View Road to Glastonbury Drive and Valley View Road from Hunting Hollow Drive to Hines Hill Road, including storm design, retaining walls, creek crossings, traffic signage, pedestrian signals, street lighting, pavement striping, and other miscellaneous design items as described in the formal Request for Proposals (RFP).

Attachments: [Hines Hill & Valley View Sidewalk Design Map](#)

[Draft Resolution](#)

This Resolution was forwarded for further consideration at the May 16, 2023, Council meeting.

- E. [TMP-6629](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ADVERTISE FOR BIDS AND TO ENTER INTO A CONTRACT FOR THE DARROW ROAD PARK CREEK CLEANING WITH THE LOWEST AND BEST BIDDER.**

Brief Description: This project involves the removal of sediment from the existing drainage ditch, in order to improve storm water flows that runs from Darrow Road into Darrow Road Park. .

Attachments: [Darrow Park Ditch Cleaning Exhibit](#)
[Draft Resolution](#)

This Resolution was forwarded for further consideration at the May 16, 2023, Council meeting.

- F. [TMP-6617](#) **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 May 16, 2023, Council meeting.

5. Proposed Legislation for May 16, 2023, Council Meeting

- A. [23-58](#) **A RESOLUTION ACCEPTING THE RECOMMENDATIONS OF THE TAX INCENTIVE REVIEW COUNCIL TO CONTINUE COMMUNITY REINVESTMENT AREA AGREEMENTS AND A JOB CREATION GRANT PROGRAM AGREEMENT WITH THE CITY OF HUDSON, COUNTY OF SUMMIT.**

Brief Description: The City has established a Tax Incentive Review Council (TIRC) to periodically review each existing Community Reinvestment Area (CRA) and Job Creation Grant Agreement for compliance and to make recommendations to continue, modify or terminate each of the agreements. The duly appointed TIRC met on March 7, 2023, reviewed each CRA and Job Creation Grant Agreement and made certain recommendations to City Council.

Attachments: [TIRC Minutes 3.7.2023](#)
[Resolution No. 23-58](#)

Mr. Foster provided a summary of the decisions made by the Tax Incentive Review Council. At the request of Mr. Sutton, the legislation will be revised to specifically mention those companies that have been terminated from their agreement.

Resolution No. 23-58 was forwarded for further consideration at the May 16, 2023, Council meeting.

- B. [23-59](#) **A RESOLUTION RETROACTIVELY AMENDING RESOLUTION NO. 22-27 TO INCORPORATE RECITALS AND FINDINGS; AND DECLARING AN EMERGENCY.**

Brief Description: A resolution to retroactively amend the purchase and sale agreement for Hudson Community Living.

Attachments: [Resolution No. 23-59](#)

Resolution No. 23-59 was forwarded for further consideration at the May 16, 2023, Council meeting.

- C. [TMP-6626](#) **AN ORDINANCE AMENDING ORDINANCE NO. 22-143, MAKING APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF HUDSON DURING THE FISCAL YEAR ENDING DECEMBER 31, 2023 BY MAKING ADDITIONAL AND/OR AMENDED APPROPRIATIONS RELATED TO LEGAL FEES FOR 2023.**

Brief Description: This Ordinance will amend the 2023 budget for additional and/or amended appropriations as listed in the attached Exhibit A.

Attachments: [Legal Fees Exhibit A](#)
[Draft Ordinance](#)

This Ordinance was forwarded for further consideration at the May 16, 2023, Council meeting.

- D. [TMP-6632](#) **AN ORDINANCE AMENDING THE CITY'S PAY RANGE STRUCTURE AND PAY RANGE ASSIGNMENTS SCHEDULE ADOPTED BY ORDINANCE NO. 22-156 FOR THE VOLUNTEER FIREFIGHTERS.**

Brief Description: This Ordinance amends the annual salary adjustment for the City's non-bargaining unit employees. The City Manager is requesting Council approval to increase the Volunteer Firefighter's Hourly Reimbursements.

Attachments: [Exhibit A: 2023 pay ranges - Non Union - Final Updated 4-28-23 for Firefighters](#)
[Volunteer Paid on Call Departments Pay Ranges](#)
[Draft Ordinance](#)

Mr. Sheridan provided the reason for this Ordinance.

This Ordinance was forwarded for further consideration at the May 16, 2023, Council meeting.

- E. [TMP-6613](#) **AN ORDINANCE EXCUSING AN ELECTED OFFICIAL FROM ATTENDANCE AT COUNCIL MEETINGS FOR THOSE REASONS CONSISTENT WITH FAMILY AND MEDICAL LEAVE ACT (FMLA).**

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Attachments: [Draft Ordinance](#)

This matter was removed from consideration by Council.

6. Items to be Added to Future Agendas

The following items will appear on the May 16, 2023, Council meeting agenda: 1.) Proclamation for Poppy Days, May 2023; 2.) Recognizing Amelia Swain as 2023 AMP Scholarship winner; and 3.) Hudson water first right of refusal.

Mr. Sutton requested that if an executive session is planned to be held at the next meeting, that it be shown under this section.

Mr. Sheridan discussed the possibility of reducing the number of meetings in the months of July and August, by holding a combined meeting and workshop twice a month.

7. Adjournment

There being no further discussion, Mr. Foster adjourned the Council workshop meeting at 9:23 p.m.

Christopher W. Foster, President of Council

Thomas J. Sheridan, 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.