



City of Hudson, Ohio

Meeting Minutes - Draft

City Council

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)

Casey M. Weinstein, Council Member (Ward 2)

J. Daniel Williams, Council Member (At-Large)

Jane Howington, City Manager

R. Todd Hunt, City Solicitor

Elizabeth A. Slagle, Clerk of Council

Wednesday, December 27, 2017

7:30 PM

Town Hall

Rescheduled from 12/19/17

1. Call to Order

Mayor Basil 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. Hanink, Mr. Weinstein, Dr. Williams and Mr. Wooldredge

Absent: 1 - Mr. Kelemen

Staff in Attendance: Ms. Howington, City Manager; Mrs. Raber, Clerk of Council Pro Tempore; Mr. Comeriato, Assistant City Manager - Operations; Mr. Hutchinson, Assistant Public Works Director; Mr. Knoblauch, Assistant City Manager - Finance Director; Mr. Leiter, Production Assistant; Mr. Kosco, Assistant City Engineer.

4. Appointment of Melissa Raber as Clerk of Council Pro Tempore

Pursuant to Charter Section 3.04, in the absence of Mrs. Slagle, Clerk of Council, a motion was made by Mr. Wooldredge, seconded by Mr. DeSaussure, that Mrs. Raber be appointed as Clerk of Council pro tempore. The motion carried by the following vote:

Aye: 6 - Mrs. Bigham, Mr. DeSaussure, Mr. Hanink, Mr. Weinstein, Dr. Williams and Mr. Wooldredge

5. Honorary Resolutions

- A. [17-197](#) **A RESOLUTION HONORING AND THANKING FORREST “BILL” HILBISH FOR HIS SERVICE TO THE HUDSON COMMUNITY.**
Executive Summary: This Resolution provides recognition and thanks to Bill Hilbish, Information Services Director, upon his retirement, for his dedicated service as a City of Hudson employee.

Attachments: [Resolution No. 17-197](#)

Mayor Basil read Resolution No. 17-197 in its entirety and thanked Mr. Hilbish for his service. Other Council members also thanked Mr. Hilbish for his service and helpfulness during his employment with the City. Mr. Hilbish accepted the Resolution and watch and expressed his gratitude.

A motion was made by Mr. Wooldredge, seconded by Mr. DeSaussure, to pass Resolution No. 17-197. The motion carried by the following vote:

Aye: 6 - Mr. DeSaussure, Mr. Hanink, Mr. Weinstein, Dr. Williams, Mr. Wooldredge and Mrs. Bigham

- B. [17-198](#) **A RESOLUTION HONORING AND THANKING CHARLES SCHNOOR FOR HIS SERVICE TO THE HUDSON COMMUNITY.**
Executive Summary: This Resolution provides recognition and thanks to Charlie Schnoor, Construction Coordinator, upon his retirement, for his dedicated service as a City of Hudson employee.

Attachments: [Resolution No. 17-198](#)

Mayor Basil read Resolution No. 17-198 in its entirety and thanked Mr. Schnoor for his service. Other Council members also thanked Mr. Schnoor for his service and noted his knowledge and hardwork on the road program during his employment. Mr. Schnoor accepted the Resolution and watch and thanked Council for their support over the years.

A motion was made by Mr. Wooldredge, seconded by Mr. DeSaussure, to pass Resolution No. 17-198. The motion carried by the following vote:

Aye: 6 - Mr. Hanink, Mr. Weinstein, Dr. Williams, Mr. Wooldredge, Mrs. Bigham and Mr. DeSaussure

- C. [17-199](#) **A RESOLUTION HONORING AND THANKING ROBERT NOVACEK FOR HIS SERVICE TO THE HUDSON COMMUNITY.**
Executive Summary: This Resolution provides recognition and thanks to Bob Novacek, Inventory Specialist, upon his retirement, for his dedicated service as a City of Hudson employee.

Attachments: [Resolution No. 17-199](#)

Mayor Basil read Resolution No. 17-199 in its entirety and thanked Mr. Novacek for his dedicated service. Mr. Novacek accepted the Resolution and watch and stated that it has been a privilege working at the City.

A motion was made by Mr. Wooldredge, seconded by Mr. DeSaussure, to pass Resolution No. 17-199. The motion carried by the following vote:

Aye: 6 - Mr. Weinstein, Dr. Williams, Mr. Wooldredge, Mrs. Bigham, Mr. DeSaussure and Mr. Hanink

6. Approval of the Minutes

- A. [17-0107](#) **Minutes of Previous Council Meetings.**
Executive Summary: Draft minutes of previous meetings are provided for City Council's review and approval.
Attachments: [December 5, 2017 Council Meeting Minutes - DRAFT](#)
[December 12, 2017 Council Workshop Minutes - DRAFT](#)

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

7. Public Comments

None.

8. Correspondence and Council Comments

Mr. Wooldredge stated that he gave a memo to all Council members that contained the Codified Rules and Regulations regarding Council.

9. Report of Manager

As part of her ongoing recognition of veterans that serve our community, Ms. Howington recognized Mr. Warren Brocklehurst for his years of service in the U.S. Army, he was on active duty in Korea and Fort Bliss, Texas. She noted his current work with the City as an assistant golf pro and as a part-time Account Clerk at City Hall, assisting Utility Billing and Community Development.

11. Executive Session

A motion was made by Mr. Wooldredge, seconded by Dr. Williams, to enter into executive session to discuss appointments to various boards and commissions. Mayor Basil recessed the meeting at 7:59 p.m. after the motion carried by the following vote:

Aye: 6 - Dr. Williams, Mr. Wooldredge, Mrs. Bigham, Mr. DeSaussure, Mr. Hanink and Mr. Weinstein

Mayor Basil reconvened the meeting at 8:15 p.m.

11. Appointments

Mr. Wooldredge stated that he will announce the appointment of Council liaisons to Boards and Commissions at the Council meeting of January 9, 2018. He further stated that current vacancies exist on the Personnel Advisory and Appeals Board and Park Board, with applications due on January 31, 2018. He encouraged interested citizens to apply for these volunteer positions.

A. Appointments to Boards and Commissions

A motion was made by Mr. Wooldredge, seconded by Mr. Hanink, that Michael Chuparkoff and Gregory Anglewicz be reappointed to serve on the Planning Commission for two full terms commencing January 1, 2018. The motion carried by the following vote:

Aye: 6 - Mr. Wooldredge, Mrs. Bigham, Mr. DeSaussure, Mr. Hanink, Mr. Weinstein and Dr. Williams

12. Suspension of the Rules for the Consent Agenda

A motion was made by Mr. Wooldredge, seconded by Dr. Williams, to suspend the rule requiring three readings to allow for passage of items on the Consent Agenda. The motion carried by the following vote:

Aye: 6 - Mrs. Bigham, Mr. DeSaussure, Mr. Hanink, Mr. Weinstein, Dr. Williams and Mr. Wooldredge

Approval of the Consent Agenda

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

Aye: 6 - Mr. DeSaussure, Mr. Hanink, Mr. Weinstein, Dr. Williams, Mr. Wooldredge and Mrs. Bigham

- A. [17-0108](#) A Motion to Acknowledge the Timely Receipt of the November 2017 Monthly Financial Report**
Executive Summary: Financial summaries are provided each month for Council's review.
Attachments: [November 2017 Financial Report](#)

This motion was approved on the Consent Agenda.

- B. [17-200](#) A RESOLUTION AUTHORIZING AND DIRECTING THE CITY MANAGER, DURING THE YEAR 2018, TO ADVERTISE FOR BIDS OR TO UTILIZE THE VARIOUS CHARTER-AUTHORIZED GOVERNMENTAL COMPETITIVE PURCHASING PROGRAMS FOR CONSTRUCTION MATERIALS, SUPPLIES, SERVICES, EQUIPMENT, AND VEHICLES FOR THE SELECTION OF THE LOWEST AND BEST BIDDER TO BE DETERMINED BY COUNCIL; AND DECLARING AN EMERGENCY.**
Executive Summary: This annual Resolution allows the Public Works Department to advertise for bids, obtain competitive pricing, and recommend contract awards for those items, contracts and projects that will exceed \$25,000 based on the 2018 approved budget.
Attachments: [2018 Permission Contracts Projects for Services and Equipment Resolution No. 17-200](#)

Resolution No. 17-200 was passed on the Consent Agenda.

- D. [17-202](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICES CONTRACT WITH ARCADIS US, INC. FOR THE BARLOW COMMUNITY CENTER DAMS OVERFLOW FEASIBILITY STUDY; AND DECLARING AN EMERGENCY.**
Executive Summary: The Barlow Community Center Dams Overflow Feasibility Study will develop a comprehensive set of alternative design solutions that will be used to develop a final construction design to meet the Ohio Department of Natural Resources (ODNR) requirements for dam spillways and emergency overflows.
Attachments: [Resolution No. 17-202](#)

Resolution No. 17-202 was passed on the Consent Agenda.

- E. [17-203](#) **A RESOLUTION AUTHORIZING ADVANCES OF LOCAL TAXES; AND DECLARING AN EMERGENCY.**
Executive Summary: 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 2018.
Attachments: [ORC 321.34 Advance payment to local authorities](#)
 [Resolution No. 17-203](#)

Resolution No. 17-203 was passed on the Consent Agenda.

- F. [17-204](#) **A RESOLUTION EXPRESSING THE INTENT OF THE CITY OF HUDSON IN 2018 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; AND DECLARING AN EMERGENCY.**
Executive Summary: 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.
Attachments: [Resolution No. 17-204](#)

Resolution No. 17-204 was passed on the Consent Agenda.

- G. [17-205](#) **AN ORDINANCE AMENDING ORDINANCE NO. 16-181 MAKING APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF HUDSON DURING THE FOURTH QUARTER OF THE FISCAL YEAR ENDING DECEMBER 31, 2017 BY MAKING ADDITIONAL AND/OR AMENDED APPROPRIATIONS.**
Executive Summary: This Ordinance will amend the 2017 budget for additional and/or amended appropriations as listed in the attached Exhibit A.

Attachments: [Exhibit A - 4th Quarter Appropriations 2017](#)
[Ordinance No. 17-205](#)

Ordinance No. 17-205 was passed on the Consent Agenda.

- H. [17-206](#) **A RESOLUTION ACCEPTING THE RECOMMENDATIONS OF THE TAX INCENTIVE REVIEW COUNCIL TO CONTINUE COMMUNITY REINVESTMENT AREA AGREEMENTS AND JOB CREATION GRANT PROGRAM AGREEMENTS WITH THE CITY OF HUDSON, COUNTY OF SUMMIT; AND DECLARING AN EMERGENCY.**
Executive Summary: The City has established a Tax Incentive Review Council (TIRC) to periodically review each Community Reinvestment Area (CRA) and Job Creation Grant Agreement for compliance and to make recommendations to continue, modify or terminate each said agreement. The duly appointed TIRC met on November 28, 2017, reviewed each CRA and Job Creation Grant Agreement and made certain recommendations to City Council.
Attachments: [TIRC Annual Incentive Analysis and Minutes - 2017](#)
[Resolution No. 17-206](#)

Resolution No. 17-206 was passed on the Consent Agenda.

- I. [17-207](#) **A RESOLUTION TERMINATING A JOB CREATION GRANT AGREEMENT WITH DIMENSION ENGINEERING, LLC.**
Executive Summary: On November 28, 2017, the City of Hudson Tax Incentive Review Council (TIRC) met to review all active incentive agreements. The TIRC was advised that Dimension Engineering, LLC had changed their business strategy and had fallen short of hiring and payroll goals. Therefore, the TIRC made a recommendation to terminate the Job Creation Grant Program Agreement with Dimension Engineering, LLC.
Attachments: [Resolution No. 16-3, Authorizing Dimension Engineering CRA, passed 1-19-2016](#)
[TIRC Annual Incentive Analysis and Minutes - 2017](#)
[Resolution No. 17-207](#)

Resolution No. 17-207 was passed on the Consent Agenda.

- J. [17-208](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A LEASE-PURCHASE AGREEMENT WITH EXCELLANCE, INC. FOR A REMOUNT AMBULANCE VEHICLE FOR USE BY THE EMERGENCY MEDICAL SERVICE; AND DECLARING AN EMERGENCY.**
Executive Summary: Since 2004 EMS has been replacing its ambulances every 6 years, one every two years. This allows the EMS Department to control their repair costs, as the drive train warranties are 5 years or 100,000 miles, and at the same time keep the fleet reliable. EMS has chosen to once again remount the ambulance rather than replace the vehicle. This action results in a savings of over \$92,000.

Attachments: [EMS Ambulance Remount Contract 2018](#)
 [Resolution No. 17-208](#)

Resolution No. 17-208 was passed on the Consent Agenda.

Items Removed from Consent Agenda

- C. [17-201](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO PURCHASE EQUIPMENT, MATERIALS, SUPPLIES AND SERVICES FOR THE CITY'S PUBLIC UTILITY AND VELOCITY BROADBAND SERVICES OPERATIONS ON AN AS-NEEDED BASIS DURING THE YEAR 2018; AND DECLARING AN EMERGENCY.**
Executive Summary: This annual resolution requests permission allowing the Public Works Department to make purchases of equipment, materials, supplies and services in the operational area of the municipal utilities and Velocity Broadband service operation that will exceed \$25,000 based on the 2018 approved budget.
Attachments: [2018 Permission Contracts/Projects for Utilities and Broadband](#)
 [Resolution No. 17-201](#)

Mr. DeSaussure requested that this item be removed from the Consent Agenda.

A motion was made by Mr. DeSaussure, seconded by Mr. Wooldredge, to suspend the rule requiring three readings to allow for passage of Resolution No. 17-201. The motion carried by the following vote:

Aye: 6 - Mr. Hanink, Mr. Weinstein, Dr. Williams, Mr. Wooldredge, Mrs. Bigham and Mr. DeSaussure

Mr. DeSaussure asked for an explanation regarding the purpose for this, and stated that he is in support of this, however, he wants to make sure that there are parameters for the purchase of items. Ms. Howington stated that all of the items listed were discussed during the budget review, and certain items are required to be purchased last minute as needed. She further stated that staff can provide a monthly financial report outlining the purchases made. Mr. Knoblauch stated that this Resolution is done annually for auditing purposes due to multiple purchases being made from a single vendor that combined exceed \$25,000.

A motion was made by Mr. DeSaussure, seconded by Mr. Wooldredge, to pass Resolution No. 17-201. The motion carried by the following vote:

Aye: 6 - Mr. Weinstein, Dr. Williams, Mr. Wooldredge, Mrs. Bigham, Mr. DeSaussure and Mr. Hanink

13. Legislation

- [17-115](#) **AN ORDINANCE SUBMITTING TO THE ELECTORS OF THE CITY OF HUDSON THE QUESTION OF WHETHER TO RE-DESIGNATE MUNICIPAL INCOME TAX REVENUES SO AS TO COMBINE THE PREVIOUSLY-DESIGNATED FUNDING TO THE FIRE DEPARTMENT AND EMERGENCY MEDICAL SERVICES.**
Executive Summary: This Ordinance will allow the question of whether or not the City should combine the Fire and EMS share of income taxes to go to the May 2018 ballot.

Attachments: [Ordinance No. 03-226, passed 12-17-03, for Ballot Issue Increasing Income Tax from 1% to 2%](#)
[Ordinance No. 17-115, as introduced 7/18/2017](#)
[Ordinance No. 17-115, as amended 12/27/2017](#)

A motion was made by Dr. Williams, seconded by Mr. Wooldredge, to remove Ordinance No. 17-115 from the table. The motion carried by the following vote:

Aye: 6 - Dr. Williams, Mr. Wooldredge, Mrs. Bigham, Mr. DeSaussure, Mr. Hanink and Mr. Weinstein

Dr. Williams recommended amending Ordinance No. 17-115 as follows: remove emergency language, change election date to May 8, 2018, primary; re-designation date to July 1, 2018; and date that the certified copy of this Ordinance is due to Summit County Board of Election to February 7, 2018.

A motion was made by Dr. Williams, seconded by Mr. DeSaussure, to pass Ordinance No. 17-115 as introduced.

A subsidiary motion was made by Dr. Williams, seconded by Mr. Wooldredge, to amend Ordinance No. 17-115, as proposed. The motion carried by the following vote:

Aye: 6 - Mr. Wooldredge, Mrs. Bigham, Mr. DeSaussure, Mr. Hanink, Mr. Weinstein and Dr. Williams

A motion was made by Dr. Williams, seconded by Mr. Wooldredge, to pass Ordinance No. 17-115, as amended. The motion carried by the following vote:

Aye: 6 - Mrs. Bigham, Mr. DeSaussure, Mr. Hanink, Mr. Weinstein, Dr. Williams and Mr. Wooldredge

14. Adjournment

There being no further business, Mayor Basil adjourned the Council meeting at 8:34 p.m.

David A. Basil, Mayor

Melissa Raber, Clerk of Council Pro Tempore

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.