



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)

Katherine R. Schlademan, Council Member (Ward 1)

Skylar J. Sutton, Council Member (Ward 3)

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, December 3, 2019

7:30 PM

Town Hall
27 E. Main St.

1. Call to Order

President of Council Wooldredge 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. Oath of Office - Mayor Shubert

State Senator Roegner administered the Oath of Office to Mayor Craig Shubert.

4. Oath of Office - Ward Council Members

Mayor Shubert administered the Oath of Office to Ward 1 Council Member Schlademan, Ward 2 Council Member Foster, Ward 3 Council Member Sutton, and Ward 4 Council Member Bigham.

5. Roll Call

Present: 7 - Mrs. Bigham, Mr. DeSaussure, Mr. Foster, Ms. Schlademan, Mr. Sutton, Dr. Williams 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. Ersing, Network Systems Administrator; Mr. Hannan, Community Development Director; 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; Ms. Roberts, Communications Manager; Mr. Sheridan, Assistant City

Manager - Professional Services; Mr. Stifler, Economic Development Director; Mr. Tabak, Police Chief; Mr. Varnes, Fire/EMS Chief; and Mr. Wash, Assistant Public Works Director.

A motion was made by Mr. Wooldredge, seconded by Mr. Sutton, to move Public Comments forward on the agenda. The motion carried by the following vote:

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

8. Public Comments

Mr. Jeff Wells, resident of 1825 Ashley Drive and Chair of the Environmental Awareness Committee (EAC), introduced Mrs. Kowalski, who spoke on behalf of the Committee.

Mrs. Nicole Kowalski, resident of 276 Atterbury Boulevard and EAC member, expressed support on behalf of the Committee for the following agenda items: 1.) Resolution No. 19-175, authorizing a curb-side program for soft recycling; and Ordinance No. 19-147, enabling the City to become a participating political subdivision of the Akron Summit County Energy Special Improvement District (ESID) to allow Hudson businesses to have financing costs of approved energy improvement projects to be repaid through an assessment on the property; and she further expressed interest in a similar program for residential properties (see statement attached to record copy of these minutes).

Mr. George Bigham, 2284 Herrick Circle, congratulated his wife and thanked her for her work on City Council. He extended the same to other newly elected officials, and he looked forward to the ability of elected officials to work together as a team.

Mrs. Debbie Currin, 32 Lenox Avenue, thanked Mr. Wooldredge for his service as President of Council, and she encouraged City Council to support his continuance as President. She congratulated the newly elected officials, and she asked that Council members work together in the best interest of Hudson.

Mrs. Sarah Norman, 2212 Edgeview Drive, congratulated Mr. Foster and other newly elected officials. She encouraged City Council to consider new leadership in the election of President of Council.

Mr. Louis Bartulovic, 2949 Hudson-Aurora Road, expressed opposition to the City purchasing the property at 7524 Crown Point Drive for Parks property, due to security and development cost concerns.

Mrs. Jennifer May, 7043 Walters Road, congratulated newly elected officials and asked Council members to consider the results of the election when electing the President of Council.

6. Election of President of Council

Pursuant to Charter Section 3.03, Mayor Shubert solicited nominations from the floor for President of Council: Mr. Sutton nominated Mr. Foster, and Mr. DeSaussure nominated Mr. Wooldredge.

Mr. Foster and Mr. Wooldredge accepted the above nominations and both spoke to their leadership abilities and aspirations for serving in the role of President of Council. Other Council members commented in support of the candidates.

Mr. Wooldredge was elected as President of Council by the following vote:

For Mr. Wooldredge: 4 - Mr. DeSaussure, Ms. Schlademan, Dr. Williams, and Mr. Wooldredge

For Mr. Foster: 3 - Mr. Foster, Mr. Sutton, and Mrs. Bigham

Mr. Wooldredge said that he appreciated Mr. Foster's interest in a leadership role and looked forward to working with him and all elected officials. He expressed a need for civility and a desire to work together for the betterment of Hudson, to meet separately with Council members and the Mayor on a continuing basis, and to understand their concerns and interests. He stated that some of the City's challenges include further economic development, further improvements to roads, implementation of Downtown Phase 2, and development of the former Youth Development Center property on Hines Hill Road. Mr. Foster expressed appreciation and acknowledged that all elected officials are deeply committed to the City of Hudson and to moving forward.

Mayor Shubert recessed the meeting at 8:08 p.m., and he reconvened the meeting at 8:13 p.m.

7. Approval of the Minutes

A. [19-0128](#) Minutes of Previous Council Meetings

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

Attachments: [November 19, 2019 Council Meeting Minutes - DRAFT](#)
[November 26, 2019 Council Workshop Minutes - DRAFT](#)

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

9. Correspondence and Council Comments

Mr. Sutton thanked Ward 3 residents and his family for their support. He thanked all Hudson voters for participating in the election, he encouraged residents to contact him, and he looked forward to working with other Council members and staff to find solutions for Ward 3.

Mr. Foster thanked past and present elected officials and staff for their service. He specifically thanked Mr. Alex Kelemen for his experience and insight; and he thanked Dr. David Leschner, the Carsons, and his family for their support.

Ms. Schlademan thanked voters of Ward 1 for their support, and she looked forward to working with Council members and staff.

Mrs. Bigham expressed thanks to Ward 4 voters, and she encouraged residents to contact her with concerns.

Mayor Shubert said that this meeting marks the 25th anniversary of the merger of the Township and City. In addition, he said that this is the 220th anniversary of the Hudson community, and he said that the City's projects will serve as a roadmap for the future. He said that he is honored to serve as Hudson's Mayor, and he promised to serve to the best of his ability. Finally, he acknowledged many friends and family watching the meeting via live-stream.

10. Report of Manager

Ms. Howington congratulated the newly elected officials, and she encouraged them to reach out to her with questions.

Ms. Howington said that the Park Board recently recommended the City purchase property at 7524 Crown Point Drive, scheduled to be auctioned on December 26, 2019, for the potential development of a trailhead into High Point Park (see information attached to record copy of these minutes). She asked Council for

direction. Mr. Sutton commented that he had received an overwhelmingly negative response from area residents, and he expressed concern that the proposed Park development would negatively impact this neighborhood. He suggested access from Middleton Road instead. Discussion followed, and there was consensus among members in agreement with Mr. Sutton. Ms. Howington thanked Council for their input.

11. Discussion Item

A. [19-0129](#) Departmental Overview: Administration, Law, Communications, and Economic Development

Brief Description: This departmental overview provides an opportunity for elected officials to review City operations.

Attachments: [Department Overview](#)

Ms. Howington stated that departmental overviews will be provided during December and January Council meetings and workshops to provide a basis for understanding prior to City Council considering the Strategic Plan in the new year.

She provided an overview of the City's overall organizational chart and described how recent changes have created efficiencies and have improved effectiveness. She reported that implementation of lean analyses have streamlined processes and have led to improvements, such as electronic applications in land use. She noted that many City projects are driven by the goals of the Strategic Plan and the elements of the Comprehensive Plan. She reviewed City staffing and shared Council's goals and objectives for the City Manager since 2014. (See presentation materials attached to record copy of these minutes).

She summarized the responsibilities of the City's Administration, Law, Communications, and Economic Development Departments. She noted recent increases in requests for public records and explained the impacts on staffing resources and related legal counsel.

Mr. Stifler explained that the goal of economic development is to grow the City's income taxes by attracting new businesses and working to retain existing businesses to positively impact Hudson's future. He provided information about business growth, future challenges, intelligent community, and the City's relationships with local business leaders and community organizations.

This matter was presented.

12. Appointments

Mr. Wooldredge provided a summary of the applications received for Planning Commission, Community Television Advisory Committee, and the 2020 Charter Review Commission; and he discussed the interview/appointment process.

13. Suspension of the Rules for the Consent Agenda

Mr. Vazzana explained the procedure for items on the Consent Agenda.

A motion was made by Dr. Williams, seconded by Mr. Wooldredge, to suspend the rule requiring three readings to allow for passage of legislation on the Consent Agenda, except for Resolution Nos. 19-178 and 19-179. The motion carried by the following vote:

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

Approval of the Consent Agenda

A motion was made by Mr. Wooldredge, seconded by Mr. DeSaussure, to approve the Consent Agenda, except for Resolution Nos. 19-178 and 19-179. The motion carried by the following vote:

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

- A. [19-0125](#) **A Motion to Approve the Proposed 2020 City Council Meeting Schedule.**
Executive Summary: A proposed meeting schedule for the new year has been prepared for Council's review and approval.
Attachments: [2020 Council Meetings Schedule - Revised Draft \(12-3-2019\)](#)

Motion No. 19-0125 was passed on the Consent Agenda.

- B. [19-0126](#) **A Motion to Appoint Mr. Foster and Dr. Williams to serve as the City Council Representatives to the Volunteer Fire Fighters' Dependents Fund Board for the 2020 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).

Motion No. 19-0126 was passed on the Consent Agenda.

- C. [19-175](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH GREAT LAKES RECYCLING, INC. DBA SIMPLE RECYCLING TO PROVIDE A RESIDENTIAL CURBSIDE RECYCLING PROGRAM FOR DISCARDED TEXTILES AND SMALL HOUSEHOLD APPLIANCES.**
Brief Description: This contract provides for a new recycling program for Hudson residents for soft recyclables such as used textiles and small home appliances. This optional curbside program will be offered at no cost to residents or the City.
Attachments: [Soft Recycling Flyer](#)
[Resolution No. 19-175](#)

Resolution No. 19-175 was passed on the Consent Agenda.

- D. [19-176](#) **AN ORDINANCE TO APPROPRIATE PROPERTY FROM VARIOUS PROPERTY OWNERS FOR THE MAKING OF ROADS OPEN TO THE PUBLIC WITHOUT CHARGE; AND DECLARING AN EMERGENCY.**
Brief Description: This is the second piece of legislation required in order to proceed with the property acquisitions for SR 91 North Turn Lane Improvement Project. This piece of legislation is the final legislative item needed in order to complete the property acquisitions for this project.
Attachments: [Exhibit A](#)
[Ordinance No. 19-176](#)

Ordinance No. 19-176 was passed on the Consent Agenda.

- E. [19-177](#) **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 2020.
Attachments: [2020 Agmt with Legal Defenders Ofc for Defense of Indigent Defendants](#)
 [Resolution No. 19-177](#)

Resolution No. 19-177 was passed on the Consent Agenda.

- H. [19-180](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PURCHASE AGREEMENT WITH EXCELLANCE, INC. FOR A REMOUNT AMBULANCE VEHICLE FOR USE BY THE EMERGENCY MEDICAL SERVICE; AND DECLARING AN EMERGENCY.**
Brief Description: Since 2004 EMS has been replacing its ambulances every 6 years, one every two years. This allows EMS 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 \$87,000.00.
Attachments: [Resolution No. 19-180](#)

Resolution No. 19-180 was passed on the Consent Agenda.

- I. [19-181](#) **A RESOLUTION AFFIRMING THE ACCEPTANCE BY THE CITY MANAGER’S DESIGNEE OF A GRANT FROM THE OHIO DEPARTMENT OF PUBLIC SAFETY, DIVISION OF EMERGENCY MEDICAL SERVICES FOR AN EMS PRIORITY ONE TRAINING AND EQUIPMENT GRANT ON BEHALF OF HUDSON EMERGENCY MEDICAL SERVICES.**
Executive Summary: The Ohio Department of Public Safety, Division of Emergency Medical Services, has awarded a \$1,200.00 grant to assist EMS with the purchase of approved training and equipment. No match is required.
Attachments: [Resolution No. 19-181](#)

Resolution No. 19-181 was passed on the Consent Agenda.

Items Removed from the Consent Agenda

- F. [19-178](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO SPEND ADDITIONAL FUNDS ON A PREVIOUSLY COMPETITIVELY BID CONTRACT WITH MOMENTUM TELECOM, INC. FOR WHOLESALE VOICE OVER INTERNET PROTOCOL SERVICES.**
Executive Summary: Council authorization is required to spend beyond the

previously approved threshold for wholesale VoIP services.

Attachments: [VOIP Phone Service Summary](#)
 [Resolution No. 19-178](#)

Mrs. Bigham requested that Resolution No. 19-178 be removed from the Consent Agenda.

A motion was made by Mr. Wooldredge, seconded by Mr. DeSaussure, to suspend the rule requiring three readings to allow for passage of Resolution No. 19-178. The motion carried by the following vote:

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

Mrs. Bigham ask for clarification regarding staff's requested increase for the City's Wholesale Voice-Over Internet Protocol Services operations, and Mr. Ersing reviewed the City's revenues and profits for its VOIP operations. Responding to Mayor Shubert's inquiry, Mr. Ersing explained that staff is requesting \$95,000, and the return on investment will be approximately 30%.

A motion was made by Mr. Wooldredge, seconded by Dr. Williams, to pass Resolution No. 19-178. The motion carried by the following vote:

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

G. [19-179](#)

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ADVERTISE FOR BIDS AND TO ENTER INTO A CONTRACT FOR PROVIDING WHOLESALE VOICE OVER INTERNET PROTOCOL SERVICE TO VELOCITY BROADBAND AND ITS CUSTOMERS.

Executive Summary: This project will include the delivery and configuration of wholesale voice over internet protocol (VOIP) provider to provide voice and telecom services to Velocity Broadband.

Attachments: [VOIP Phone Service Summary](#)
 [Resolution No. 19-179](#)

Mrs. Bigham requested that Resolution No. 19-179 be removed from the Consent Agenda.

A motion was made by Mr. Wooldredge, seconded by Mrs. Bigham, to suspend the rule requiring three readings to allow for passage of Resolution No. 19-179. The motion carried by the following vote:

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

A motion was made by Mr. Wooldredge, seconded by Mr. DeSaussure, to pass Resolution No. 19-179. The motion carried by the following vote:

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

14. Legislation

Mr. Vazzana explained the procedure for items of the Legislation Agenda.

- 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](#)

A motion was made by Mr. DeSaussure, seconded by Mr. Sutton, to move Ordinance No. 19-147 forward from the December 17, 2019, meeting to this agenda. The motion carried by the following vote:

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

Mrs. Bigham questioned the applicability of this program for a developer wanting to pass along improvement costs to a future property owner. Ms. Howington explained that this program is primarily for rehabilitation of existing commercial properties. Mr. Vazanna explained that the special assessment sits with the land as a tax lien. He also explained the approval process by the ESID Board. Discussion followed.

A motion was made by Mr. DeSaussure, seconded by Mr. Wooldredge, to pass Ordinance No. 19-147. The motion carried by the following vote:

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

- B. [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 financing of the additional cost of improvements to the new city hall.

Attachments: [City Hall Expenses and Timeline](#)
[Fiscal Officer's Certificate](#)
[Ordinance No. 19-158](#)

Mayor Shubert read the title of Ordinance No. 19-158, which constituted its third reading.

Mrs. Bigham commented that Ordinance No. 19-158 constitutes funding of monies that have already been spent.

A motion was made by Mr. DeSaussure, seconded by Mr. Wooldredge, to pass Ordinance No. 19-158. The motion carried by the following vote:

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

- C. [19-170](#) 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 - Section 1](#)
[Exhibit B - Section 2](#)
[Ordinance No. 19-170](#)

Mayor Shubert read the title of Ordinance No. 19-170, which constituted its second reading.

- D. [19-171](#) AN ORDINANCE AMENDING SECTION 648.11 OF CHAPTER 648, "PEACE DISTURBANCES," 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: [Ordinance No. 19-171 \(as revised 12-3-2019\)](#)

Mayor Shubert read the title of Ordinance No. 19-171, which constituted its second reading.

- E. [19-172](#) **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.
Attachments: [Exhibit A - Credit Card Policy](#)
 [Resolution No. 19-172](#)

Mayor Shubert read the title of Resolution No. 19-172, which constituted its second reading.

15. Executive Session

A motion was made by Mr. Wooldredge, seconded by Dr. Williams, that Council enter into executive session to consider the sale or lease of City property at competitive bidding.

Mayor Shubert recessed the meeting at 9:27 p.m. after the motion carried by the following vote:

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

Mayor Shubert reconvened the regular meeting at 10:24 p.m.

16. Adjournment

There being no further business, Mayor Shubert adjourned the Council meeting at 10:24 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.