



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)

Casey M. Weinstein, 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, September 11, 2018

6:30 PM

Town Hall

1. Call to Order

President of Council Wooldredge called to order the workshop of Hudson City Council at 6:40 p.m., in accordance with the Sunshine Laws of the State of Ohio, O.R.C. Section 121.22.

Present 6 - Mr. DeSaussure, Mr. Hanink, Mr. Kelemen, Mr. Weinstein, Dr. Williams and Mr. Wooldredge

Absent 1 - Mrs. Bigham

Staff in Attendance: Ms. Howington, City Manager; Mr. Griffith, Management/Budget Director; Mrs. Havranek, Human Resources Manager; Mr. Knoblauch, Assistant City Manager - Financial/Special Projects; Mr. Kosco, City Engineer; Mr. Leiter, Production Assistant; Ms. Roberts, Communications Manager; and Mr. Sheridan, Assistant City Manager - Professional Services.

2. Executive Session

A motion was made by Mr. DeSaussure, seconded by Dr. Williams, to enter into executive session to interview applicants for the Architectural and Historic Board of Review. Mr. Wooldredge recessed the meeting at 6:40 p.m. after the motion carried by voice vote.

Mr. Wooldredge reconvened the Council Workshop at 7:30 p.m.

3. Correspondence and Council Comments

None.

4. Discussion Items

A. [18-0081](#) Presentation and Discussion of the Summit County Public Health Department Tobacco 21 Initiative

Executive Summary: Tobacco 21 (T21) is an initiative by the Summit County Public Health Department (SCPH) to raise the minimum age of tobacco sales to 21. A representative from the Department will present the issue to City Council and discuss the legislative support they are seeking.

Attachments: [T21 Handouts](#)
[T21 Process Map for Implementation](#)
[Tobacco Use Data Brief](#)

Ms. Howington asked for any Council questions and/or comments on the Tobacco 21 initiative and for Council direction on this topic. Mr. Cory Kendrick, Summit County Public Health Department, explained the enforcement, the fines associated, and the purpose of this Ordinance.

This matter was discussed. There was Council consensus to move forward with this Ordinance.

B. [TMP-3712](#) AN ORDINANCE AMENDING CHAPTER 254 OF THE CODIFIED ORDINANCES ENTITLED “EMPLOYEE HANDBOOK AND PERSONNEL RULES”, AS INITIALLY ADOPTED AND AS SUBSEQUENTLY AMENDED FROM TIME TO TIME BY CITY COUNCIL.

Executive Summary: This ordinance authorizes amendments to the Employee Handbook and Personnel Rules, as approved by the Personnel Advisory and Appeals Board (PAAB) on August 2, 2018.

Attachments: [Memo to Council regarding Employee Handbook Updates and Revisions 8-17-18](#)
[Employee Handbook - Red Line Version \(Draft\) \(8-17-18\) FINAL REVISED DRAFT FOR COUNCIL APPROVAL](#)

Mrs. Havranek, Mr. Griffith, and members of the Personnel Advisory and Appeals Board, including Mrs. Centrello, Mrs. Maimona, and Mr. Romano, summarized the proposed changes to the Employee Handbook and Personnel Rules. Discussion followed.

This Ordinance was forwarded for further consideration at the September 18, 2018 Council meeting.

C. [18-0078](#) Council/Board Orientation Handbook

Executive Summary: At the request of City Council, City staff created a Council/Board Orientation Handbook to provide to current and future City Council and Board, Commission, and Committee members with information to help acclimate them to the policies, procedures and responsibilities of being an elected or appointed public official. The Handbook is the first step in developing an Orientation Training process for new officials.

Attachments: [Orientation Handbook](#)

Ms. Howington and Ms. Roberts explained the reason staff has created a Council/Board Orientation Handbook. Discussion followed, and there was consensus to incorporate the following suggested changes: specify that Board members shall go through the Communications Manager when communicating with the media, rather than implying that Council shall follow this too; have a policy for Boards to follow; add ethics rules for Board members to follow; add definition for declaring an emergency; and add number of votes needed for suspension of the rules.

This matter was discussed. There was Council consensus to move forward with distribution of this handbook with the changes that were discussed, no further Council action is required.

- D. [18-0082](#) The City Administration is reporting to City Council that the grant funding for the SR 91/SR 303 Intersection Improvements Project (PID 102692) will be returned to the Ohio Dept. of Transportation (ODOT) and the Akron Area Metropolitan Transportation Study (AMATS).
Executive Summary: Staff will be returning of the funds awarded for the SR 91/SR 303 Intersection Improvements Project to ODOT and AMATS.**

Ms. Howington stated that the purpose of this discussion was to answer any questions regarding the returning of the funds for the SR 91/SR 303 Intersection Improvement Project. Mr. Sheridan summarized the history of this project. There was Council consensus to return the funds to ODOT.

This matter was discussed.

5. Items to be Added to Future Agendas

In reference to Mr. Kelemen's comments at the September 4, 2018, Council meeting regarding discussion items listed under the Manager's Report, Mr. Wooldredge and Mayor Basil suggested a new section be added to Council meeting agendas entitled Discussion Items that would include topics as needed. There was consensus to change the meeting agenda format in this regard.

6. Executive Session

A motion was made by Mr. DeSaussure, seconded by Dr. Williams, to enter into executive session for the purpose of discussing Economic Development and negotiations with another municipality. Mr. Wooldredge recessed the meeting at 8:40 p.m. after the motion carried by the following vote:

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

Mr. Wooldredge reconvened the meeting at 9:40 p.m.

7. Adjournment

There being no further discussion, Mr. Wooldredge adjourned the Council workshop meeting at 9:40 p.m.

William D. Wooldredge, President of Council

Jane Howington, City Manager, Clerk of Council Pro Tempore

Workshop Minutes prepared by Melissa Raber, 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 in accordance with Codified Ordinances, Section 220.031 (a), Rules for Workshop Meetings.