



# 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*

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Tuesday, January 7, 2020

7:00 PM

Town Hall  
27 East Main Street

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#### 1. Call to Order

Mayor Shubert called to order the meeting of Hudson City Council at 7:00 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:** 5 - Mrs. Bigham, Mr. Foster, Ms. Schlademan, Mr. Sutton and Mr. Wooldredge

**Absent:** 2 - Mr. DeSaussure and Dr. Williams

*Staff in Attendance: Ms. Howington, City Manager; Mr. Vazzana, City Solicitor; Mr. Hunt, Special Counsel; Mrs. Slagle, Clerk of Council; Mr. Comeriato, Assistant City Manager - Operations; Mr. Hutchinson, Assistant Public Works Director; Mr. Leiter, Production Assistant; Mr. Powell, Assistant Public Works Director; Ms. Roberts, Communications Manager; and Mr. Wash, Assistant Public Works Director.*

#### 4. Approval of the Minutes

##### A. [20-0001](#) Minutes of Previous Council Meetings

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

**Attachments:** [December 17, 2019 Council Meeting Minutes - DRAFT](#)

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

## 5. Public Comments

*None.*

## 6. Correspondence and Council Comments

*Mayor Shubert read into the record a letter from a local student named Tori, who stated that more sidewalks are needed and would benefit many citizens by promoting exercise and improving safety. Her letter encouraged the City to consider installing sidewalks in parts of Hudson where there are none.*

## 7. Report of Manager

*Ms. Howington reported that the City closed 2019 with \$1.1 million in revenues beyond projections, due to an increased tax base and new jobs, as well as conservative spending by the City's departments. She said that staff will be making a formal recommendation to Council at the January 21, 2020, meeting that this money be used to fund an accelerated Road Program, instead of borrowing money for this purpose. She noted that the City generally projects revenue conservatively, so positive balances in future years may provide similar opportunities. She said that the City's Departments are responsible stewards of the City's fiscal well-being, and she looked forward to another productive year in 2020*

*With completion of the department overviews, Ms. Howington said the staff will provide a review and analysis of strengths, weaknesses, opportunities, and threats (SWOT) at the Council meeting on January 21, 2020. In follow-up, she suggested Council schedule a retreat in February to discuss a Strategic Plan, and she asked members to provide their availability. Mr. Wooldredge supported a retreat and looked forward to having the opportunity for City Council to provide direction to the City Manager and staff.*

*Referring to Mrs. Howington's comments, Mrs. Bigham expressed appreciation and commended staff for their excellent work. Mayor Shubert expressed satisfaction regarding the increased revenue and the prospect of the City using these funds for additional road improvements.*

## 8. Discussion Items

### A. Expectations of Council Confidentiality Concerning Personnel Related Matters, as requested by Council President Wooldredge

*Mr. Wooldredge spoke regarding the Charter Review Commission interview and selection process, stating that he was disappointed that applicant information, which was shared in trust and confidence among Council members, had been posted publicly on social media. There being no other comments from Council, he asked Mr. Hunt to provide information about requirements for executive session matters.*

*Mr. Hunt said that there is no substitute for civility, collegiality, and trust among Council members; that members owe this to themselves and fellow members, as well as their constituents, because Council won't get anything done without civility, collegiality, and trust. With respect to executive sessions, he said that matters discussed are confidential, the substance and details of which should not and cannot be discussed outside of executive session. Discussion followed regarding the confidentiality of executive session matters pursuant to stated legal purposes, as well as other matters disclosed in trust and confidence among members.*

- B.**        [20-0002](#)        **Departmental Overview: Public Works Department**  
**Brief Description:** This departmental overview provides an opportunity for elected officials to review City operations.  
**Attachments:**        [Department Flowchart - Public Works Final 2020](#)  
                                  [PW Divisions Breakdown 2020](#)  
                                  [HPP-AMP Orientation 2020 Final](#)

*Ms. Howington introduced Mr. Comeriato, who provided an overview of the Public Works Department, which includes the following divisions: Service, Public Properties, Hudson Public Power (HPP), Water, Parks, Administrative Support, and Hudson Community Television (HCTV). He explained that support staff recently moved to City Hall and assists with other tasks, as well. He noted the labor unions for Public Works employees, contract renewals for which will be negotiated this year. He also provided information about services for which the City contacts.*

*Discussion followed. Ms. Howington introduced the Public Works Assistant Superintendents, Kevin Powell, Trent Wash, and Eric Hutchinson, and she explained their responsibilities within the City organization. Discussion followed regarding the Sustainable Energy Credit Program and energy efficiency. Mayor Shubert commented on a recent incident, where a Public Works Department employee facilitated communication with Spectrum regarding damage to a utility box.*

*Mr. Wooldredge noted that former Mayor Rogers was instrumental in Hudson becoming a member of AMP. He said that Hudson Public Power's electric rates are competitive, and service response times are very quick.*

## 9.        **Appointments**

*Mr. Wooldredge announced that there are two positions on the Economic Development Incentive Committee. He expressed interest in serving, and he asked Council members to contact him if they were interested in serving on this Committee.*

*Mr. Wooldredge announced special workshop meetings of Council on Saturday, January 11th and 18th, to conduct interviews of Charter Review Commission applicants.*

### **Mr. Wooldredge announced the following Council Liaison appointments:**

**Architectural & Historic Board of Review: Ms. Schlademan**

**Board of Zoning & Building Appeals: Mr. DeSaussure**

**Cemetery Board: Mrs. Bigham**

**Community Television Advisory Committee: Dr. Williams**

**Economic Growth Board: Mr. Wooldredge**

**Environmental Awareness Committee: Mr. Foster**

**Park Board: Mr. DeSaussure & Mr. Sutton (alternate)**

**Personnel Advisory & Appeals Board: Mrs. Bigham**

**Planning Commission: Mr. Foster & Mr. Sutton (alternate)**

**Tree Commission: Mr. Sutton**

### **Mr. Wooldredge also announced the following assignments:**

**Hudson Officials for Mutual Endeavors (HOME) Committee: Mr. Wooldredge & Dr. Williams**

**Tax Incentive Review Committee: Mr. Wooldredge**

## 10. 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 the Consent Agenda. The motion carried by the following vote:

**Aye:** 5 - Mrs. Bigham, Mr. Foster, Ms. Schlademan, Mr. Sutton and Mr. Wooldredge

## 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:** 5 - Mr. Foster, Ms. Schlademan, Mr. Sutton, Mr. Wooldredge and Mrs. Bigham

- A. [20-1](#) **A RESOLUTION AUTHORIZING A CONTRACT FOR A SMALL UTILITY ENTERPRISE LICENSING AGREEMENT WITH ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC. (ESRI) FOR A GEOGRAPHIC INFORMATION SYSTEM (GIS) PROGRAM.**  
***Brief Description:*** This legislation will extend our existing small utility ELA with ESRI allowing the City to continue using ESRI's GIS mapping suite to manage the City's GIS program. The term of the contract is three years at a total cost of \$31,500 (\$10,500 per year).

***Attachments:*** [ESRI Quote - Final](#)  
[Resolution No. 20-1](#)

Resolution No. 20-1 was passed on the Consent Agenda.

- B. [20-2](#) **A RESOLUTION AFFIRMING THE ACCEPTANCE OF A GRANT FROM LAUREL LAKE RESIDENTS ASSOCIATION BY THE CITY MANAGER'S DESIGNEE ON BEHALF OF HUDSON EMERGENCY MEDICAL SERVICES.**  
***Brief Description:*** The Laurel Lake Residents Association has donated \$50,000 to Hudson Emergency Medical Services to purchase equipment for Hudson's three existing advanced life support ambulances and outfit the reserve ambulance as an advanced life support ambulance.

***Attachments:*** [Resolution No. 20-2](#)

Resolution No. 20-2 was passed on the Consent Agenda.

- C. [20-3](#)      **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR THE SALE AND PURCHASE OF REAL PROPERTY WITH DAVID DANFORD AND CYNTHIA DANFORD (PARCEL 22-WD) FOR THE STATE ROUTE 91 NORTH TURN LANE IMPROVEMENTS PROJECT (93822) FOR RIGHT-OF-WAY PURPOSES; AND DECLARING AN EMERGENCY.**

**Brief Description:** Due to the widening of the roadway and other improvements, temporary and permanent right-of-way acquisitions are required for the project. As this parcel is part of an estate, it was originally scheduled for appropriation proceedings. However, the estate has recently been settled, and the beneficiaries have signed the purchase agreement in lieu of it going to appropriation proceedings.

**Attachments:**      [Exhibit A](#)  
                                 [Resolution No. 20-3](#)

**Resolution No. 20-3 was passed on the Consent Agenda.**

## 11. **Legislation**

*None.*

## 12. **Adjournment**

**A motion was made by Mr. Wooldredge, seconded by Mr. Foster, that the Council meeting be adjourned. Mayor Shubert adjourned the meeting at 7:43 p.m. after the motion carried by the following vote:**

**Aye:** 5 - Mr. Foster, Ms. Schlademan, Mr. Sutton, Mr. Wooldredge and Mrs. Bigham

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**Craig A. Shubert, Mayor**

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**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.*