



# City of Hudson, Ohio

## Meeting Minutes - Draft City Council Workshop

*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)*  
*Vacant, 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, September 8, 2020

7:30 PM

Via Video-Conference & Live-Stream

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### 1. Call to Order

**President of Council Wooldredge 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:** 6 - Mrs. Bigham, Mr. DeSaussure, Mr. Foster, Ms. Schlademan, Mr. Sutton and Mr. Wooldredge

*Others & Staff in Attendance: Mayor Shubert; Ms. Howington, City Manager; Mr. Comeriato, Assistant City Manager - Operations; Mr. Fertig, Help Desk Technician; Mr. Griffith, Management/Budget Director; Mr. Hannan, Community Development Director; Mr. Knoblauch, Assistant City Manager - Financial/Special Projects; Mr. Kosco, City Engineer; Mr. Leiter, Production Assistant; Mr. Sheridan, Assistant City Manager - Professional Services; Mr. Sugar, Senior Planner; and Mr. Varnes, Fire/EMS Chief.*

*Mr. Wooldredge asked for a moment of silence and prayer in light of the tragic death of Matt Roth, son of former Councilman George Roth and his wife, Leah.*

### 2. Correspondence and Council Comments

*Mr. Wooldredge said that he would like to discuss the City Manager's goals and Performance Review at the workshop of September 22, 2020.*

*Mr. Sutton thanked staff for their efforts during the storm event on Monday, September 7, 2020.*

*Ms. Howington stated that the storms on Monday were second to the 2003 flood that Hudson experienced. She stated that effects were minimal compared to 2003 and thanked Council for their support in funding storm water projects over the years.*

### 3. Discussion Items

- A. [20-0119](#) **Follow-up on Downtown Redevelopment with Fairmount Properties**  
**Brief Description:** The 1st & Main developer (Fairmont Properties) are returning to the City Council to discuss their conceptual ideas for downtown Hudson.  
**Attachments:** [Hudson PH II Prelim-P3-P4 - 2020-09-08](#)

*Mr. Ruttenberg, Fairmount Properties, spoke regarding the future of the Downtown area, and presented plans for his vision for Phase 2. Brief discussion followed that included how the Town Homes would be sold, square footage and design of homes. There was consensus to discuss further at a future workshop.*

**This matter was discussed.**

- B. [20-0027](#) **Historic District Expansion**  
**Brief Description:** Discussion regarding the expansion of the City of Hudson Historic District to include Elm Street and Roslyn Avenue.  
**Attachments:** [Memo to Council - Historic District Survey Results 9.2.20](#)  
[July 2020 Resident Informational Letter](#)  
[City Council Memo 1.13.20 Historic District Survey Results](#)  
[Historic District Survey Letter to Residents](#)  
[Historic District Map with structures by date](#)  
[State Preservation Office Preliminary Review](#)

*Mr. Sugar presented the findings of their survey and door to door efforts. Mr. Hannan explained the process on expanding the Historic District and guidelines for replacement of exterior items on a historic home. Mr. Hannan further explained the next steps if Council would like to proceed with expanding the Historic District. There was consensus from Council for staff to move forward with the expansion of the Historic District.*

**This matter was discussed.**

- C. [20-0120](#) **National Incident Management System (NIMS) Training**  
**Brief Description:** The National Incident Management System is a comprehensive system that improves local emergency response operations through the application of standardized emergency procedures and preparedness measures. NIMS was developed by the U.S. Dept. of Homeland Security to facilitate coordination between all responders. At Council's request, staff is providing an update on NIMS training.  
**Attachments:** [FEMA NIMS Implementation Objectives](#)  
[NIMS Training Program FAQs](#)

*Mr. Varnes provided an explanation on NIMS and who is required to have training.*

**This matter was discussed.**

**4. Proposed Consent Agenda for September 15, 2020, Council Meeting**

- A. [20-0122](#)      **A Motion to Acknowledge the Timely Receipt of the August 2020 Monthly Financial Report**  
**Brief Description:** Financial summaries are provided each month for Council's review.  
**Attachments:**      [August 2020 Financial Report](#)

*Mr. Foster asked staff to provide an explanation on the lowering of the encumbrances in the Velocity Broadband account. Mr. Knoblauch stated that he will provide that information to Council.*

**This Motion was forwarded for further consideration at the September 15, 2020, Council meeting.**

- B. [20-107](#)      **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AMENDMENT TO A WATER TOWER LEASE AGREEMENT WITH T-MOBILE CENTRAL, LLC.**  
**Brief Description:** The City of Hudson currently has an active water tower lease agreement with T-Mobile Central, LLC for the attachment of communication antennas and associated equipment on the Milford Water Tower located at 85 Milford Road, Hudson, Ohio. This lease commenced on April 3, 2002. Staff is asking to amend and renew the current lease agreement for a five (5) year term with up to three (3) separate consecutive additional periods of five (5) years.  
**Attachments:**      [1st Amendment to Water Tower Lease Agmt with T-Mobile, 85 Milford Rd. Resolution No. 20-107](#)

**This Resolution was forwarded for further consideration at the September 15, 2020, Council meeting.**

- C. [20-108](#)      **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AMENDMENT TO A WATER TOWER LEASE AGREEMENT WITH CELLCO PARTNERSHIP D/B/A VERIZON WIRELESS.**  
**Brief Description:** The City of Hudson currently has an active water tower lease agreement with Verizon Wireless for the attachment of communication antennas and associated equipment on the Milford Water Tower, located at 85 Milford Road, Hudson, Ohio. Staff is asking to amend and renew the current lease agreement for a five (5) year term with up to three (3) separate consecutive additional periods of five (5) years.  
**Attachments:**      [1st Amendment to Water Tower Lease Agmt with Cellco \(Verizon\), 85 Milford Rd. Resolution No. 20-108](#)

**This Resolution was forwarded for further consideration at the September 15, 2020, Council meeting.**

- D.        [20-109](#)        **A RESOLUTION AFFIRMING THE CITY MANAGER’S ACCEPTANCE OF A SAFETY INTERVENTION GRANT FROM THE OHIO BUREAU OF WORKERS’ COMPENSATION ON BEHALF OF THE HUDSON EMERGENCY MEDICAL SERVICES.**
- Brief Description:** The Ohio Bureau of Workers’ Compensation has awarded Hudson Emergency Medical Services \$37,217.36 in grant funding for the purchase of a power ambulance cot and power cot loading system. The City’s match is \$12,405.78.

**Attachments:**        [Resolution No. 20-109](#)

*Mayor Shubert asked if the ambulance that was sent to Alabama to be refurbished was back in service. Ms. Howington stated that we have not received it back yet. She further stated that this grant will allow for all of the ambulances to be furnished with power cots.*

**This Resolution was forwarded for further consideration at the September 15, 2020, Council meeting.**

- E.        [20-110](#)        **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT RENEWAL WITH UNIFIRST CORPORATION FOR THE CITY’S UNIFORM AND FLOOR MAT PROGRAM.**
- Brief Description:** This contract is for the provision of employee uniforms and building floor mats within the Public Works Department and City Facilities. Competitive public bidding was completed and Council awarded a two-year contract in 2018. The original contract included the option for a two-year renewal. Staff wishes to award the contract for a two-year renewal term based on good performance and desirable pricing.

**Attachments:**        [Resolution 19-106 Uniforms and floor mats](#)  
                                 [Uniforms and mats renewal pricing](#)  
                                 [Resolution No. 20-110](#)

**This Resolution was forwarded for further consideration at the September 15, 2020, Council meeting.**

- F.        [20-111](#)        **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A LICENSE AGREEMENT FOR A FENCE AT 374 NORTH MAIN STREET.**
- Brief Description:** This resolution authorizes the City Manager to enter into a license agreement with Suzanne Morgan to allow a fence installation to align with adjacent property fence setbacks within the City’s right-of-way at 374 N. Main Street in the Historic District.

**Attachments:**        [License Agmt Between Hudson and 374 N Main Street for a Fence](#)  
                                 [Resolution No. 20-111](#)

*Mr. Wooldredge asked why this item was coming before Council. Mr. Hannan stated that any license agreement for work within an easement can be approved administratively, but any work within the City’s right-of-way needs to be approved by Council.*

**This Resolution was forwarded for further consideration at the September 15, 2020, Council meeting.**

G. [20-112](#) **A RESOLUTION TO APPROVE THEN AND NOW CERTIFICATES FOR PURCHASES MADE; AND DECLARING AN EMERGENCY.**

**Brief Description:** Council authorization is required for payment of the invoices shown on this Resolution, each in excess of \$3,000, for which commitments were made before Purchase Orders were generated.

**Attachments:** [Resolution No. 20-112](#)

This Resolution was forwarded for further consideration at the September 15, 2020, Council meeting.

5. **Proposed Legislation for September 15, 2020, Council Meeting**

A. [20-95](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR PROFESSIONAL SERVICES WITH EUTHENICS, INC. FOR AN ALIGNMENT STUDY FOR THE BOSTON MILLS ROAD TRAIL PROJECT.**

**Brief Description:** Council previously authorized a contract with DLZ to perform an alignment study for the Boston Mills Road Trail Project. Due to a clerical error with DLZ's cost proposal, they would not execute the contract and chose to increase their fee. Since DLZ's increased fee was now the second highest fee received, City staff contacted the consultant with the second lowest fee for an interview. Based on this interview and their proposal staff unanimously changed the selection to Euthenics, Inc.

**Attachments:** [Boston Mills Road Trail Exhibit \(revised 9-1-2020\)](#)  
[Resolution No. 20-95 \(as revised 9-1-2020\)](#)

This Resolution was forwarded for further consideration at the September 15, 2020, Council meeting.

B. [20-101](#) **A RESOLUTION DECLARING IT NECESSARY TO RENEW THE EXISTING 2.9-MILL TAX LEVY FOR THE PURPOSE OF SUPPORTING THE FREE PUBLIC LIBRARY OF THE HUDSON LIBRARY AND HISTORICAL SOCIETY, AND REQUESTING THE SUMMIT COUNTY FISCAL OFFICER TO CERTIFY THE TOTAL CURRENT TAX VALUATION OF THE CITY AND THE DOLLAR AMOUNT OF REVENUE THAT WOULD BE GENERATED BY THAT LEVY.**

**Brief Description:** This resolution is a declaration of necessity that will allow the Library levy to be placed on the May 4, 2021 ballot.

**Attachments:** [Resolution No. 20-101](#)

*Ms. Schlademan stated that since her business does work with the Library, she will be abstaining from the vote for this item at the September 15, 2020, Council meeting.*

This Resolution was forwarded for further consideration at the September 15, 2020, Council meeting.

6. **Items to be Added to Future Agendas**

*None.*

**7. Adjournment**

**There being no further discussion, Mr. Wooldredge adjourned the Council workshop meeting at 9:14 p.m.**

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**William D. Wooldredge, President of Council**

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**Jane Howington, 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.*