



City of Hudson, Ohio

Meeting Minutes - Draft City Council Workshop

David A. Basil, Mayor

Hamilton DeSaussure, Jr., President of Council (At-Large)

Dennis N. Hanink, Council Member (Ward 1)

Alex D. Kelemen, Council Member (Ward 3)

Keith W. Smith, Council Member (Ward 4)

Casey M. Weinstein, Council Member (Ward 2)

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

William D. Wooldredge, Council Member (At-Large)

Jane Howington, City Manager

R. Todd Hunt, City Solicitor

Elizabeth A. Slagle, Clerk of Council

Tuesday, December 8, 2015

6:30 PM

Town Hall

1. Call to Order

President of Council DeSaussure called to order the workshop meeting of Hudson City Council at 6:30 p.m.

Present 5 - Mr. DeSaussure, Mr. Kelemen, Mr. Smith, Dr. Williams and Mr. Wooldredge

Absent 2 - Mr. Hanink and Mr. Weinstein

Mayor Basil entered the workshop meeting at 6:35 p.m.

Staff in Attendance: Mrs. Slagle, Clerk of Council (departed at 7:15 p.m. with arrival of Ms. Howington).

2. Executive Session

A motion was made by Mr. Smith, seconded by Mr. Kelemen, that Council enter into executive session to interview applicants for the Planning Commission, pursuant to Ohio Revised Code Section 121.22 (G)(1). Mr. DeSaussure recessed the workshop at 6:31 p.m. after the motion carried by the following vote:

Aye: 5 - Mr. DeSaussure, Mr. Kelemen, Mr. Smith, Dr. Williams and Mr. Wooldredge

Mr. DeSaussure reconvened the workshop meeting at 7:27 p.m.

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

Absent 1 - Mr. Hanink

Staff in Attendance: Ms. Howington, City Manager; Mr. Comeriato, Assistant City Manager for Operations; Mr.

Hutchinson, Assistant Public Works Director; Mr. Knoblauch, Finance Director; Mr. Leiter, Production Assistant; Mr. Richardson, Community Development Director; Mr. Wash, Assistant Public Works Director; and Mr. Wiedie, Economic Development Director.

3. Correspondence and Council Comments

Mr. Kelemen noted that Ordinance No. 15-60 to allow Cottage Housing Development had been referred back to the Planning Commission, which has recommended its incorporation into the Comprehensive Plan. He suggested that Council review this topic during its consideration of Ordinance No. 15-124 to adopt the Comprehensive Plan.

Mr. Kelemen inquired regarding communication amongst Council members. Discussion followed regarding the weekly Friday morning meetings, attended by the Mayor, President of Council and up to two other Council members, to review policy issues and upcoming agendas with the City Manager. Mr. DeSaussure proposed that the Council meetings format include opportunities for member discussion and staff input prior to third readings of legislation, so as to provide for better understanding, expedite the legislative process, and free up time at workshop meetings. Ms. Howington said that improving communications is an ongoing issue, and Ms. Roberts has prepared a summary of recent Council input regarding this matter. Discussion followed regarding the January 23, 2016, strategic planning retreat, as well as the format needed for future departmental presentations.

4. Appointments

- A. [15-0147](#) **A MOTION TO APPOINT COUNCIL REPRESENTATIVES TO THE VOLUNTEER FIRE FIGHTERS' DEPENDENTS FUND BOARD FOR THE 2016 TERM.**
Executive Summary: On an annual basis, City Council must appoint two members to serve on the Volunteer Fire Fighters' Dependents Fund Board (VFFDFB).

A motion was made by Mr. Wooldredge, seconded by Mr. Smith, that Mr. Hanink and Dr. Williams be re-appointed to serve as Council representatives on the Volunteer Fire Fighters' Dependents Fund Board. The motion carried by the following vote:

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

5. Proposed Consent Agenda Items

- A. [15-192](#) **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) which periodically reviews each CRA and Job Creation Grant agreement, to review each business's compliance with each agreement, and to make a recommendation to continue, modify or terminate said agreements. The duly appointed TIRC met on October 15, 2015, reviewed each CRA and Job Creation Grant agreement and made certain recommendations to City Council.

Attachments: [Resolution No. 15-192](#)

This item was discussed and forwarded for further consideration at the December 15, 2015, City Council meeting.

- B.** [15-193](#) **A RESOLUTION TERMINATING A JOB CREATION GRANT AGREEMENT WITH BEAUTY SYSTEMS, LLC.**
Executive Summary: Pursuant to Resolution No. 10-105, adopted on August 18, 2010, the City of Hudson entered into a Job Creation Grant agreement with Beauty Systems, LLC as an incentive for the business to invest in the community. Subsequently Council adopted Resolution No. 14-158 calling for a modification of said agreement, reducing the grant from 35% to 25% for the remainder of the 5-year term. Because the company has made the decision to close its Hudson office, the Tax Incentive Review Council (TIRC), at its October 15, 2015, meeting recommended termination of this agreement.

Attachments: [Resolution No. 15-193](#)

Responding to Dr. Williams' question, Mr. Wiedie explained that Beauty Systems, LLC never qualified for any benefits pursuant to the Agreement, so a clawback provision is not applicable.

This item was discussed and forwarded for further consideration at the December 15, 2015, City Council meeting.

- C.** [15-194](#) **AN ORDINANCE AMENDING ORDINANCE NO. 14-139, MAKING APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF HUDSON DURING THE FISCAL YEAR ENDING DECEMBER 31, 2015 BY MAKING ADDITIONAL AND/OR AMENDED APPROPRIATIONS RELATED TO THE FOURTH QUARTER OF 2015.**

Executive Summary: This Ordinance will amend the 2015 budget for additional and/or amended appropriations as listed in the attached Exhibit A.

Attachments: [Exhibit A - 4th Q Approp 2015](#)
 [Ordinance No. 15-194](#)

Mr. Wooldredge and Dr. Williams requested an update regarding EMS ambulance revenues and collections. Discussion followed, with Mr. Knoblauch and Ms. Howington commenting on EMS personnel expenses and billing services, as well as future updates on revenues and collections.

This item was discussed and forwarded for further consideration at the December 15, 2015, City Council meeting.

- D.** [15-195](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH ENVIRONMENTAL DESIGN GROUP FOR PHASE II PROFESSIONAL SERVICES FOR ENVIRONMENTAL STUDIES FOR THE PROJECT TO RELOCATE HUDSON PUBLIC POWER, THE SCHOOL DISTRICT BUS GARAGE AND CITY SALT STORAGE STRUCTURES; AND DECLARING AN EMERGENCY.**

Executive Summary: As part of the continued preparations for Downtown Phase II, City Staff is now prepared to award a contract for Phase II professional services for environmental studies of the Hudson Public Power, salt dome and school bus garage sites.

Attachments: [Resolution No. 15-195](#)

This item was discussed and forwarded for further consideration at the December 15, 2015, City Council meeting.

- E. [15-196](#) **A RESOLUTION AUTHORIZING AND DIRECTING THE CITY MANAGER, DURING THE YEAR 2016, TO ADVERTISE FOR BIDS OR TO UTILIZE THE VARIOUS 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 2016 approved budget.

Attachments: [2016 Permission Contracts Projects Materials and Equipment Dec 8 Revised](#)
[Resolution No. 15-196](#)

This item was discussed and forwarded for further consideration at the December 15, 2015, City Council meeting.

- F. [15-197](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO PURCHASE EQUIPMENT, MATERIALS AND SUPPLIES FOR THE CITY'S PUBLIC UTILITY OPERATIONS ON AN AS-NEEDED BASIS.**

Executive Summary: This resolution requests permission allowing the Public Works Department to make purchases of supplies, parts and materials in the operational area of the municipal utilities that will exceed \$25,000 based on the 2016 approved budget.

Attachments: [2016 Permission Contracts Projects Utilities Final](#)
[Resolution No. 15-197](#)

This item was discussed and forwarded for further consideration at the December 15, 2015, City Council meeting.

- G. [15-198](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH SIEMENS INDUSTRY, INC. FOR THE PURCHASE OF PROTECTIVE RELAY AND BREAKER EQUIPMENT; AND DECLARING AN EMERGENCY.**

Executive Summary: Authorization for the City Manager to enter into a purchase agreement with Siemens Industry Inc. for the purchase of protective relay and breaker equipment necessary for the electrical distribution system.

Attachments: [Breaker Cost Tab](#)
[Resolution No. 15-198](#)

This item was discussed and forwarded for further consideration at the December 15, 2015, City Council meeting.

- H. [15-199](#) **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; AND DECLARING AN EMERGENCY.**
Executive Summary: The City enters into an Agreement with the Summit County Public Defender's Commission annually for the defense of indigent defendants.
Attachments: [Summit County Public Defender's Commission Agreement](#)
 [Resolution No. 15-199](#)

This item was discussed and forwarded for further consideration at the December 15, 2015, City Council meeting.

- I. [15-200](#) **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 2016.
Attachments: [Resolution No. 15-200](#)

This item was discussed and forwarded for further consideration at the December 15, 2015, City Council meeting.

- J. [15-201](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH SUMMACARE FOR CERTAIN HEALTH BENEFIT PLAN SERVICES; AND DECLARING AN EMERGENCY.**
Executive Summary: The City of Hudson provides certain (medical and prescription drug coverage) health benefits to regular full-time city employees. The attached legislation seeks Council's authorization for the City Manager to enter into a contract with SummaCare for certain health benefit plan services for the period of January 1, 2016 thru December 31, 2016.
Attachments: [Resolution No. 15-201](#)

This item was discussed and forwarded for further consideration at the December 15, 2015, City Council meeting.

- K. [15-202](#) A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PURCHASE AGREEMENT WITH QUALITE, LLC FOR ATHLETIC FIELD LIGHTING REPLACEMENT AT OAK GROVE PARK; AND DECLARING AN EMERGENCY.**

Executive Summary: Staff is seeking to purchase lighting structures to replace existing athletic field lighting at Oak Grove Park.

Attachments: [OG Light Quote](#)
[Resolution No. 15-202](#)

This item was discussed and forwarded for further consideration at the December 15, 2015, City Council meeting.

6. Legislation and Other Discussion Items

- A. [15-124](#) AN ORDINANCE ADOPTING THE 2015 COMPREHENSIVE PLAN.**

Executive Summary: The ordinance would adopt the City's update to the Comprehensive Plan.

Attachments: [20150914 PC Staff Report with attachments](#)
[20151012 PC Decision](#)
[Hyperlink to Draft Plan](#)
[20151112 Comp Plan Draft Goals](#)
[20151201 Council Comments on Draft Comp Plan](#)
[Ordinance No. 15-124](#)

Mr. Wooldredge commented and there was consensus among members that providing utility services to the entire City should be a vision/aspiration where feasible, rather than a binding commitment. Discussion followed regarding changing the preamble language in this regard, so that Council would not be bound to implementation of all Comprehensive Plan goals. Additionally, the adoption schedule was discussed, as well as plans for future discussion of specific concepts and policy issues, and further review of Council's suggested amendments.

Ordinance No. 15-124 was discussed and forwarded for further consideration at the December 15, 2015, City Council meeting, as well as additional discussion at the January 12, 2016, Council workshop.

- B. [15-188](#) A RESOLUTION ADOPTING IN CONCEPT THE CITY OF HUDSON FIVE-YEAR PLAN 2016-2020.**

Executive Summary: This resolution adopts in concept the City's Five-Year Plan.

Attachments: [2016-2020 Draft Five-Year Plan 11.13.2015](#)
[2016-2020 Amended General Fund Five-Year Plan 12.15.2015](#)
[Resolution No. 15-188](#)

Mr. DeSaussure asked for Council's input regarding the Five-Year Plan review process. Discussion followed, and this topic will be considered further at the Council retreat on January 23, 2016.

Resolution No. 15-188 was discussed and forwarded for further consideration at the December 15, 2015, City Council meeting.

- C. [15-189](#) **AN ORDINANCE TO MAKE APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF HUDSON, COUNTY OF SUMMIT, STATE OF OHIO, DURING THE FISCAL YEAR BEGINNING JANUARY 1, 2016 AND ENDING DECEMBER 31, 2016.**

Executive Summary: This Ordinance establishes the City's budget for 2016.

Attachments: [Ordinance No. 15-189](#)
[Ordinance No. 15-189 \(AS AMENDED 12-15-2015\)](#)

Mr. Wooldredge requested updates regarding certain Funds, including EMS, YDC, Broadband, and Self-Insurance. Ms. Howington said that she intends to publish an annual report in preparation for the strategic planning retreat.

Ordinance No. 15-189 was discussed and forwarded for further consideration at the December 15, 2015, City Council meeting.

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

Mr. Smith asked that future golf course projects be discussed at an upcoming workshop.

8. **Executive Session**

A motion was made by Mr. DeSaussure, seconded by Mr. Smith, that Council enter into executive session to consider the sale or purchase of property for public purposes. Mr. DeSaussure recessed the workshop at 9:05 p.m. after the motion carried by the following vote:

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

Mr. DeSaussure reconvened the workshop at 9:25 p.m.

9. **Adjournment**

There being no further discussion, Mr. DeSaussure adjourned the Council workshop meeting at 9:25 p.m.

Hamilton DeSaussure, Jr., President of Council

Jane Howington, City Manager, Clerk of Council Pro Tempore

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