



# 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, November 24, 2020

6:00 PM

Via Video-Conference & Live-Stream

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**Early start for interviews; regular order of business will begin at approximately 7:30 p.m.**

### 1. Call to Order

**President of Council Wooldredge called to order the workshop of Hudson City Council at 6:00 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. Vazzana, City Solicitor; Mr. Comeriato, Assistant City Manager - Operations; Mr. Hannan, Community Development Director; Mr. Hutchinson, Assistant Public Works Director; Mr. Knoblauch, Assistant City Manager - Financial/Special Projects; Mr. Kosco, City Engineer; Mr. Leedham, Innovation & Technology Director; Mr. Leiter, Production Assistant; and Mr. Sheridan, Assistant City Manager - Professional Services.*

### 2. Executive Session

**A motion was made by Mr. Foster, seconded by Mr. DeSaussure, to enter into executive session to interview applicants for current vacancies on the City's boards, commissions, and committees. The motion carried by the following vote:**

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

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

### 3. Correspondence and Council Comments

Mr. Sutton provided an update on the Hudson Community Television Advisory Committee meeting that was held on November 12, 2020.

Mr. Wooldredge stated that in January Council member liaison appointments need to be made, and he asked members to let him know which boards, commissions, and committees they would like to represent.

Mrs. Bigham stated that she received a request from a resident in regards to placing reflective edge markers on Lascala Drive near Hudson-Aurora Road.

Ms. Schlademan stated that Architectural & Historic Board of Review only has one more meeting this year, which will be held on December 16, 2020.

### 4. Discussion Items

- A. [20-0151](#) **Sign Code Regulations**  
**Brief Description:** Discussion on Sign Code Regulations applicable to Downtown (District 5) vs shopping plaza oriented development in District 5 and District 7.  
**Attachments:** [Ordinance 19-173 LDC Amendment - Signage Regulations](#)  
[LDC Sign Code summary for non-residential districts](#)

Mr. Hannan provided information on the proposed updates to the Sign Code Regulations for the downtown area. Council discussion followed that included use of signs in the Downtown District and the Acme Shopping Plaza. Staff will return to Council at a later date with proposed amendments to the sign code.

**This matter was discussed.**

### 5. Proposed Consent Agenda for December 1, 2020 Council Meeting.

- A. [20-0154](#) **A Motion to Approve the Proposed 2021 City Council Meeting Schedule.**  
**Brief Description:** A proposed meeting schedule for the new year has been prepared for Council's review and approval.  
**Attachments:** [Council Workshops & Meetings Schedule 2021 - Final](#)

Council has requested that the Workshop on December 22, 2020 be cancelled and the Workshop on December 28, 2021 be removed from the schedule.

**This motion was forwarded for further consideration at the December 1, 2020, Council meeting.**

- B. [20-0153](#) **A Motion to appoint two City Council Members to serve as Representatives to the Volunteer Fire Fighters' Dependents Fund Board for the 2021 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).

Mr. Wooldredge stated that Mr. Foster and Mr. Sutton have agreed to serve as representatives to the Volunteer Fire Fighters' Dependents Fund Board for 2021.

**This motion was forwarded for further consideration at the December 1, 2020, Council meeting.**

- C. [20-155](#)      **A RESOLUTION AFFIRMING THE APPLICATION SUBMITTED BY THE CITY MANAGER’S DESIGNEE TO THE BURTON D. MORGAN FOUNDATION FOR A GRANT ON BEHALF OF HUDSON COMMUNITY TELEVISION.**  
***Brief Description:*** The Burton D. Morgan Foundation has previously provided a production grant in the amount of \$1,200.00 to help fund production of ‘Good Day in Hudson’. No match is required.

**This Resolution was forwarded for further consideration at the December 1, 2020, Council meeting.**

- D. [20-156](#)      **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 2021.

***Attachments:***      [Exhibit A - Proposed Agreement](#)

**This Resolution was forwarded for further consideration at the December 1, 2020, Council meeting.**

- E. [20-157](#)      **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A GROUND LEASE AGREEMENT AND AN ACCESS AND UTILITY EASEMENT THERETO WITH CELLCO PARTNERSHIP, d/b/a VERIZON WIRELESS.**  
***Brief Description:*** Cellco Partnership, d/b/a Verizon Wireless is preparing to install communications equipment on the AT&T cell tower located on Hines Hill Road. Verizon Wireless will collocate on the AT&T tower and as such requires additional ground space below the tower for the placement of ground mounted equipment. In addition, Verizon Wireless will enter into an access easement agreement to allow access to the ground equipment enclosure area and the existing cell tower. City staff seeks legislation to execute the agreement at this time.

***Attachments:***      [Verizon Ground Lease Schematic](#)

[Verizon Easement - City of Hudson - Hines Hill - \(FINAL\)](#)

[Hudson NW City of Hudson Verizon Ground Lease - \(Final\)](#)

**This Resolution was forwarded for further consideration at the December 1, 2020, Council meeting.**

- F. [20-158](#)      **A RESOLUTION AMENDING RESOLUTION NO. 20-37 TO REFLECT 2021 FLEET VEHICLE AND ASSOCIATED EQUIPMENT PRICING ADJUSTMENTS; AND DECLARING AN EMERGENCY.**  
***Brief Description:*** Resolution No. 20-37 was passed on August 18, 2020, authorizing the replacement purchase of three (3) fleet vehicles. Shortly following approval of the legislation, it was communicated to fleet managers

that the vehicle manufacturers had stopped taking orders for 2020 models. Manufacturers have now begun taking orders for 2021 vehicles and have adjusted pricing accordingly. Staff wishes to proceed with the replacement purchase of the three existing vehicles as detailed in the 2020 fleet capital replacement plan. The Public Works Department has obtained the 2021 adjusted pricing for the purchase of the three (3) replacement vehicles. They include two (2) Freightliner Cab and Chassis vehicles and one (1) Ford F550 and all associated equipment.

**Attachments:** [Permission to Bid 2020, Resolution No. 19-185 \(passed 12/17/19\)](#)  
[Resolution No. 20-37 \(passed 8/18/20\)](#)

**This Resolution was forwarded for further consideration at the December 1, 2020, Council meeting.**

- G. [20-159](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH KNOX COMPANY FOR THE PURCHASE OF SECURE KEY BOXES ON BEHALF OF THE CITY'S FIRE DEPARTMENT.**

**Brief Description:** The Hudson Fire Department has been awarded \$46,342.86 in Fire Prevention & Safety Grant funding from the Federal Emergency Management Agency (FEMA) for the continuation of the Fire Safe Senior Program. The City's match is 5% @ \$2,317.14. City Council has accepted the grant on behalf of the Hudson Fire Department. \$41,160 of the grant will be spent on the key box system.

**Attachments:** [Knox Quote - 11-09-20](#)

**This Resolution was forwarded for further consideration at the December 1, 2020, Council meeting.**

## 6. Proposed Legislation for December 1, 2020 Council Meeting.

- A. [20-142](#) **A RESOLUTION ADOPTING IN CONCEPT THE CITY OF HUDSON FIVE-YEAR PLAN 2021-2025.**

**Brief Description:** This resolution adopts in concept the City's Five-Year Plan.

**Attachments:** [2021 - 2025 Five Year Plan - Final Draft 11-18-20 \(as revised 11-24-2020\)](#)  
[2021 - 2025 Five Year Plan - Draft 10-28-20 \(as introduced 11-4-2020\)](#)  
[Resolution No. 20-142](#)

*Mr. Sutton asked if a formal motion needs to be made at the meeting to amend the budget. Mr. Vazzana stated that a formal motion does not need to be made unless changes other than those on the attached amended budget are desired.*

**Resolution No. 20-142 was forwarded for further consideration at the December 1, 2020, Council meeting.**

- B. [20-143](#) **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, 2021 AND ENDING DECEMBER 31, 2021.**

**Brief Description:** This Ordinance establishes the City's budget for 2021.

Attachments: [Ordinance No. 20-143 \(as revised 11-24-2020\)](#)  
[Ordinance No. 20-143 \(as introduced 11-4-2020\)](#)

**Ordinance No. 20-143 was forwarded for further consideration at the December 1, 2020, Council meeting.**

- C. [20-145](#) **AN ORDINANCE PLACING A MORATORIUM ON THE OPERATION OF ANY SHORT TERM RESIDENTIAL REAL ESTATE RENTALS IN THE CITY OF HUDSON; AND DECLARING AN EMERGENCY.**  
***Brief Description:*** This Ordinance establishes a 180-day temporary moratorium prohibiting the operation of short term (less than 30 days) residential real estate rentals (“STRs”) within the City of Hudson. The period of the moratorium will permit the City to conduct community outreach, study, formulate, and draft regulations with respect to STRs.  
Attachments: [Ordinance No. 20-145](#)

*Ms. Howington stated that she sent out an e-mail in regards to creating a licensing and penalty provision to the Code, which will be introduced at the meeting on December 1, 2020 and will be discussed further at the workshop on December 8, 2020.*

**Ordinance No. 20-145 was forwarded for further consideration at the December 1, 2020, Council meeting.**

- D. [20-152](#) **A RESOLUTION SUBMITTING TO THE ELECTORS OF THE CITY THE QUESTION OF THE RENEWAL OF AN EXISTING 2.9-MILL TAX LEVY FOR THE PURPOSE OF SUPPORTING THE FREE PUBLIC LIBRARY OF THE HUDSON LIBRARY AND HISTORICAL SOCIETY; AND DECLARING AN EMERGENCY.**  
***Brief Description:*** This is the second of two pieces of legislation that Council is being requested to pass on behalf of the Library to allow their operating levy to be put on the May 4, 2021 ballot.  
Attachments: [Certificate of Estimated Property Tax Revenue](#)  
[Resolution No. 20-152](#)

**Resolution No. 20-152 was forwarded for further consideration at the December 1, 2020, Council meeting.**

- E. [20-153](#) **AN ORDINANCE AMENDING SECTION 410.01, SCHEDULE I, “EXISTING POSTED SPEED LIMITS,” OF THE TRAFFIC CODE TO LOWER THE SPEED LIMIT FROM 45 MILES PER HOUR TO 35 MILES PER HOUR ON TEREX ROAD BETWEEN SR 91 AND BARLOW ROAD, EAST; AND DECLARING AN EMERGENCY.**  
***Brief Description:*** After a recent traffic study was performed on the intersection of Barlow Road/Terex Road/Hudson Industrial Parkway, it is recommended that the speed limit be lowered from 45 mph to 35 mph.  
Attachments: [Ordinance No. 20-153](#)

**Ordinance No. 20-153 was forwarded for further consideration at the December 1, 2020, Council meeting.**

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

*None.*

**8. Adjournment**

**There being no further discussion, Mr. Wooldredge adjourned the Council workshop meeting at 8:32 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.*