



# City of Hudson, Ohio

## Meeting Minutes - Final

### City Council

*Craig A. Shubert, Mayor*

*Christopher W. Foster, President of Council (Ward 2)*

*Christopher A. Banweg, Council Member (At-Large)*

*Beth A. Bigham, Council Member (Ward 4)*

*Karen E. Heater, Council Member (At-Large)*

*Nicole V. Kowalski, Council Member (At-Large)*

*Katherine R. Schlademan, Council Member (Ward 1)*

*Skylar J. Sutton, Council Member (Ward 3)*

*Jane Howington, City Manager*

*R. Todd Hunt, Interim City Solicitor*

*Aparna Wheeler, Clerk of Council*

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Tuesday, February 8, 2022

5:30 PM

Town Hall  
27 East Main Street

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**Special Meeting to begin at 5:30 p.m.; followed by regular workshop at 7:30 p.m.**

#### **Special Meeting:**

#### **1. Call to Order**

Mayor Shubert called to order the special meeting of Hudson City Council at 5:32 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:** 6 - Mr. Banweg, Mrs. Bigham, Mr. Foster, Mrs. Kowalski, Ms. Schlademan and Mr. Sutton

**Absent:** 1 - Mrs. Heater

#### **4. Appointment of Thomas Sheridan as Clerk of Council Pro Tempore**

A motion was made by Mr. Foster, seconded by Mr. Banweg, that Mr. Sheridan be appointed as Clerk of Council Pro Tempore. The motion carried by the following vote:

**Aye:** 6 - Mrs. Bigham, Mr. Foster, Mrs. Kowalski, Ms. Schlademan, Mr. Sutton and Mr. Banweg

## 5. Executive Session

A motion was made by Mr. Foster, seconded by Mrs. Bigham, to enter into executive session to discuss a personnel matter regarding a public employee. Mayor Shubert recessed the meeting at 5:34 p.m. after the motion carried by the following vote:

**Aye:** 6 - Mr. Foster, Mrs. Kowalski, Ms. Schlademan, Mr. Sutton, Mr. Banweg and Mrs. Bigham

*Mayor Shubert reconvened the Council meeting at 6:10 p.m.*

*Mr. Foster stated that a tentative agreement has been reached regarding Ms. Howington, and Council would not be taking any action on Resolution No. 22-18 and the proposed Motion regarding the Acting City Manager.*

## 6. Public Comments

*This item was not addressed.*

## 7. Correspondence and Council Comments

*This item was not addressed.*

## 8. Legislation

- A. [22-18](#)      **A RESOLUTION SUSPENDING THE CITY MANAGER PENDING REMOVAL, PURSUANT TO CITY OF HUDSON CHARTER SECTION 5.03.**

**Attachments:**      [Resolution No. 22-18](#)

*No action was taken on this item.*

**This matter was item forwarded City Council , due back on 2/15/2022**

- B. [22-0017](#)      **A Motion to Appoint Thomas J. Sheridan to Acting City Manager Effective Immediately.**

**Brief Description:** Section 5.04 of the City Charter authorizes this Council to appoint an Interim City Manager to exercise the powers and duties of the office of City Manager when that office is vacant and until a City Manager is appointed.

*No action was taken on this item.*

## 9. Adjournment

A motion was made by Mr. Foster, seconded by Mrs. Bigham, to adjourn the special meeting. Mayor Shubert adjourned the meeting at 6:12 p.m. after the motion carried by the following vote:

**Aye:** 6 - Mrs. Kowalski, Ms. Schlademan, Mr. Sutton, Mr. Banweg, Mrs. Bigham and Mr. Foster

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### Regular Workshop:

## 10. Call to Order

President of Council Foster 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:** 5 - Mr. Banweg, Mrs. Bigham, Mr. Foster, Mrs. Kowalski and Mr. Sutton

**Absent:** 2 - Mrs. Heater and Ms. Schlademan

*Others & Staff in Attendance: Mayor Shubert; Mr. Comeriato, Assistant City Manager - Operations; Mr. Griffith, Management/Budget Director; Mr. Hannan, Community Development Director; Mr. Knoblauch, Assistant City Manager - Financial/Special Projects; Mr. Kosco, City Engineer; Mr. Leiter, HCTV Production Assistant; Mr. Sheridan, Assistant City Manager - Professional Services; and Mr. Tabak, Police Chief.*

## 11. Correspondence and Council Comments

*Mrs. Kowalski stated that she has heard from numerous residents that are concerned with the timeliness of the plowing of the cul-de-sacs.*

*Mr. Sutton stated that he has also heard from residents regarding the plowing of the cul-de-sacs, and asked staff if there was a standard response time. He further provided an update on the Economic Development Incentive meeting that was held on February 8, 2022.*

*Mr. Banweg stated that he has requested a discussion on the plowing of cul-de-sacs.*

*Mrs. Bigham and Mr. Foster thanked staff for all of their work during the most recent snow storms.*

*Responding to a question by Mr. Foster, Mr. Comeriato provided background information regarding ice fishing at Hudson Springs Park. Council discussion followed.*

## 12. Discussion Items

### A. Automated License Plate Recognition System

*Chief Tabak introduced Rick Lombardo, Flock Safety. Mr. Lombardo provided information on how the Automated License Plate Recognition System works. Discussion followed that included data security, how*

information is utilized, devices being fixed or moveable, and access by other communities.

**This matter was discussed.**

**B. [22-0012](#) Single Water Rate for Hudson Water Customers**

**Brief Description:** The City has had a two-tiered water rate system in place for over 20 years. The two-tier approach was a product of the city/township merger in the mid 1990's. This is a discussion of the financial impact of eliminating the two tiers and charging a single rate to all customers.

**Attachments:** [Conditions of Merger](#)  
[Water Rate Maps](#)  
[Water Rate Scenario Calculations](#)

*Mr. Knoblauch provided background information on the two-tiered water rate system. He further discussed the financial impact of eliminating the two tiers and charging a single rate. Discussion followed. There was Council consensus to hire a third party consultant to evaluate the single rate, and return to Council at a later date for further discussion.*

**This matter was discussed.**

**C. [22-0013](#) Council requested staff to review and discuss the possible water extensions within the Hudson Water System.**

**Brief Description:** The city administration will update City Council on the Hudson Water System and water extensions within the Hudson Water System.

**Attachments:** [Water Heat Map](#)  
[Updated Waterline Map 1-20-22](#)  
[Water System Expansion Estimates \(Water Only\) 1-28-22](#)  
[Water System Expansion Assessment Total Project 2-1-22](#)  
[Special Assessment Petition 60 percent](#)

*Mr. Sheridan provided an overview of the areas of Hudson that are currently serviced with water lines. Brief discussion followed. There was Council consensus to have further discussion at the Council retreat.*

**This matter was discussed.**

**D. Campaign Finance Reform**

*Mrs. Kowalski stated that she worked along with Ms. Schlademan and Mr. Banweg on the proposed changes. Mrs. Kowalski and Mr. Banweg provided information on the proposed changes. Council discussion followed.*

**This matter was discussed.**

**13. Proposed Consent Agenda for February 15, 2022, Council meeting**

**A. [22-0019](#) A Motion to Acknowledge the Timely Receipt of the January 2022 Monthly Financial Report**

**Brief Description:** Financial summaries are provided each month for Council's review.

Attachments: [January 2022 Financial Report](#)

This Motion was forwarded for further consideration at the February 15, 2022, Council meeting.

- B. [22-19](#)      **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICES CONTRACT WITH CIUNI & PANICHI, INC. FOR THE PREPARATION OF THE CITY'S 2021 ANNUAL FINANCIAL STATEMENTS.**  
**Brief Description:** This is a contract with an accounting firm to assist staff in the preparation of the 2021 annual financial statements.  
Attachments: [Engagement Letter - GAAP Conversion 2021](#)  
[Resolution No. 22-19](#)

This Resolution was forwarded for further consideration at the February 15, 2022, Council meeting.

- C. [22-20](#)      **A RESOLUTION AMENDING RESOLUTION NO. 21-27 AND AUTHORIZING THE CITY MANAGER TO ADVERTISE FOR COMPETITIVE BIDS AND TO ENTER INTO CONTRACTS FOR THE BARLOW COMMUNITY CENTER DAM IMPROVEMENTS PROJECT; AND DECLARING AN EMERGENCY.**  
**Brief Description:** The project includes improvements to both the west (Lower) and east (Upper) lake dams to meet the ODNR dam requirements and creation of additional storm water storage volume at the upper lake. An emergency clause has been added to re-bid the project this winter and begin to construct the project this spring, weather permitting.  
Attachments: [Overall Site Rendering](#)  
[BCC Soil Stockpile Locations](#)  
[Resolution No. 22-20](#)

This Resolution was forwarded for further consideration at the February 15, 2022, Council meeting.

- D. [22-21](#)      **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AMENDMENT TO AN AGREEMENT WITH THE NORTHEAST OHIO REGIONAL SEWER DISTRICT (NEORS) FOR FUNDING ASSISTANCE THROUGH THE NEORS COMMUNITY COST SHARE PROGRAM FOR THE BARLOW COMMUNITY CENTER DAM IMPROVEMENT PROJECT.**  
**Brief Description:** The Northeast Ohio Regional Sewer District (NEORS) collects storm water fees from property owners within their

service area which includes Hudson properties within the Brandywine Creek watershed. NEORS D allocates 25% of the total storm water fees to the Community Cost-Share (CCS) Program and these funds are then available to communities to use towards storm water management projects and activities. To use the CCS funds, Cities must apply to NEORS D through a grant application and reimbursement process. This resolution would amend an existing application and agreement with NEORS D to use additional CCS funds towards the Barlow Community Center Dam Improvements Project.

Attachments: [Resolution No. 22-21](#)

**This Resolution was forwarded for further consideration at the February 15, 2022, Council meeting.**

- E. [22-22](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPLY FOR FUNDING AND, IF SELECTED, ENTER INTO AN AGREEMENT WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR THE SAFE ROUTES TO SCHOOL TRAVEL PLAN PROJECT; AND DECLARING AN EMERGENCY.**

**Brief Description:** The Ohio Department of Transportation (ODOT) is accepting applications for Safe Routes to School (SRTS) Plan update assistance. If selected, ODOT would hire a consultant, on behalf of the city, to update the City's current Safe Routes to School Travel Plan from 2011.

Attachments: [Resolution No. 22-22](#)

**This Resolution was forwarded for further consideration at the February 15, 2022, Council meeting.**

- F. [22-23](#) **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. 22-23](#)

**This Resolution was forwarded for further consideration at the February 15, 2022, Council meeting.**

## 14. Legislation

- A. [22-16](#) **AN ORDINANCE ACCEPTING FOR PUBLIC RIGHT-OF-WAY DEDICATION PERMANENT TAX PARCEL NO. 3204009 ADJACENT TO THE EXISTING PARK LANE PUBLIC RIGHT-OF-WAY.**

**Brief Description:** Staff is requesting for right-of-way dedication permanent parcel #3204009 which is a City-owned parcel that is abutting the Park Lane Right

of Way and currently contains the street infrastructure of Park Lane.

Attachments:     [PC Decision](#)  
                          [PC Staff Report](#)  
                          [Ordinance No. 22-16](#)

**Ordinance No. 22-16 was forwarded for further consideration at the February 15, 2022, Council meeting.**

- B.     [22-17](#)            **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A TWO-YEAR AGREEMENT WITH FLOCK GROUP INC. FOR AN AUTOMATIC LICENSE PLATE READING SYSTEM.****

**Brief Description:** This would authorize the City Manager to enter into an agreement with Flock Group Inc. in the amount of \$63,000.00 for an Automatic License Plate Reading (ALPR) System.

Attachments:     [FLOCK Contract Memo 2022](#)  
                          [FLOCK Safety Hudson Purchase Agreement](#)  
                          [FLOCK Funding Memo 2021](#)  
                          [FLOCK Info Sheet](#)  
                          [DB FLOCK Memo](#)  
                          [Flock Safety End to End Data Security Overview](#)  
                          [Resolution No. 22-17](#)

**Resolution No. 22-17 was forwarded for further consideration at the February 15, 2022, Council meeting.**

- C.     [22-24](#)            **AN ORDINANCE ENACTED PURSUANT TO SECTION 3.01 OF THE CITY CHARTER AMENDING THE WARD BOUNDARIES OF THE CITY IN RESPONSE TO RECEIPT OF THE UNITED STATES CENSUS DATA IN 2020.****

**Brief Description:** The city administration proposes new ward boundaries to equalize the population among the four (4) ward boundaries as required in Section 3.01 of the City Charter, based on the new 2020 U.S. Census data and the population changes to the City Council Wards.

Attachments:     [Ward Map at Merger effective 1-1-94](#)  
                          [Council Wards 2000 Census](#)  
                          [Council Wards 2010 Census](#)  
                          [Council Wards 2020 Census](#)  
                          [Proposed Council Wards 2020 Census \(Exhibit A\)](#)  
                          [Census Blocks 2020](#)  
                          [Public Hearing Notice \(3.1.22\)](#)  
                          [Resolution No. 22-24](#)

**This Ordinance was forwarded for further consideration at the February 15, 2022, Council meeting.**

- D. [22-25](#)      **AN ORDINANCE AMENDING ORDINANCE NO. 14-153 ESTABLISHING THE INTERCONNECTION POLICY FOR CONNECTION OF RESIDENTIAL AND/OR COMMERCIAL SOLAR POWER GENERATION SYSTEMS TO THE CITY OF HUDSON'S POWER GRID THROUGH AUTHORIZATION OF A MODEL INTERCONNECTION AGREEMENT AND FEE AND RATE SCHEDULES THEREFOR.**

***Brief Description:*** The City's current interconnection policy provides for residents and/or businesses to interconnect privately owned solar power generation systems to the Hudson Public Power grid. Staff has been collaborating with electrical engineers to amend the current policy to better align it with advancing technologies within the industry. Staff is asking for an Ordinance approving the amendments and implementing the policy.

***Attachments:***      [Solar Interconnection Packet\\_rev\\_5\\_01172022 -Marked up](#)  
[Solar Interconnection Packet\\_rev\\_5\\_01172022](#)  
[Ordinance No. 22-25](#)

**This Ordinance was forwarded for further consideration at the February 15, 2022, Council meeting.**

- E. [22-26](#)      **AN ORDINANCE REPEALING IN ITS ENTIRETY CURRENT CHAPTER 226, "CAMPAIGN FINANCE REFORM", OF THE CODIFIED ORDINANCES AND ENACTING NEW CHAPTER 226, "CAMPAIGN CONTRIBUTION LIMITS".**

***Brief Description:*** Councilwoman Kowalski has requested Council members consider the need for amendments to Chapter 226 of the City's Codified Ordinances.

***Attachments:***      [Ordinance No. 22-26](#)

**This Ordinance was forwarded for further consideration at the February 15, 2022, Council meeting.**

## 15. **Items to be Added to Future Agendas**

*Mr. Sheridan stated that the discussion items the Terex Road/Hudson Industrial/Barlow Road update and the Downtown Pedestrian Safety Study has been moved to the workshop of February 22, 2022.*

*Mr. Banweg requested an update on Downtown Phase II.*

## 16. **Executive Session**

**A motion was made by Mr. Sutton, seconded by Mr. Banweg, to enter into executive session to consider the purchase of property. Mr. Foster recessed the meeting at 9:30 p.m. after the motion carried unanimously by voice vote.**



*Mr. Foster reconvened the Council workshop at 9:46 p.m.*

## **17. Adjournment**

**There being no further discussion, Mr. Foster adjourned the Council workshop meeting at 9:46 p.m.**

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**Christopher W. Foster, President of Council**

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**Thomas J. Sheridan, Assistant 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.*