



# City of Hudson, Ohio

## Meeting Minutes - Draft

### City Council

*David A. Basil, Mayor*

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

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

*Dennis N. Hanink, Council Member (Ward 1)*

*Alex D. Kelemen, Council Member (Ward 3)*

*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*

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Tuesday, November 15, 2016

6:30 PM

Town Hall

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#### 1. Call to Order

Mayor Basil called to order the meeting of Hudson City Council at 6:30 p.m., in accordance with the Sunshine Laws of the State of Ohio, O.R.C. Section 121.22.

#### 2. Roll Call

**Present:** 6 - Mr. DeSaussure, Mr. Hanink, Mr. Kelemen, Mr. Weinstein, Dr. Williams and Mr. Wooldredge

**Absent:** 1 - Mrs. Bigham

*Staff in Attendance: Mrs. Slagle, Clerk of Council.*

#### 3. Executive Session

A motion was made by Mr. DeSaussure, seconded by Mr. Wooldredge, to enter into executive session to consider a personnel matter concerning the appointment of public officials to various Boards and Commissions. Mayor Basil recessed the meeting at 6:31 p.m. after the motion carried by the following vote:

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

*Mayor Basil reconvened the regular meeting of Council at 7:42 p.m.*

*Staff in Attendance: Ms. Howington, City Manager; Mr. Hunt, City Solicitor; Mrs. Slagle, Clerk of Council; Mr. Hutchinson, Assistant Public Works Director; Mr. Knoblauch, Finance Director; Mr. Leiter, Production Assistant; Mr. Robbins, Police Chief; Ms. Roberts, Communications Manager; Mr. Stifler, Economic Development Director; Mr. Varnes, Fire/EMS Chief; and a number of Police Department employees.*

#### **4. Pledge of Allegiance to the Flag**

*Mayor Basil commented that the nation is one week out from a very close election, and a lot of folks undoubtedly have strong feelings. He reminded everyone that the one thread that binds us all together is the fact that we are Americans, we live in one nation. He said that the nation's motto, E pluribus unum, is on much of our coinage and currency, and it means out of many, one. He invited everyone to join Council in affirming our commitment to our nation and to each other by pledging our allegiance to the Flag.*

#### **5. Approval of the Minutes**

##### **A. [16-0120](#)**

##### **MINUTES OF PREVIOUS COUNCIL MEETINGS.**

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

**Attachments:** [November 1, 2016 Council Meeting Minutes - DRAFT](#)  
[November 8, 2016 Workshop Minutes - DRAFT](#)

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

#### **6. Proclamation**

##### **A. [16-0121](#)**

##### **Special Recognition of Customer Service Week.**

**Executive Summary:** Mayor Basil will proclaim the week of November 14-18, 2016, as Customer Service Week in Hudson.

**Attachments:** [Customer Service Week 2016](#)

*Sergeant Roch and Ms. Roberts accepted the Proclamation on behalf of City of Hudson employees. Ms. Howington explained that staff members suggested this customer service initiative and formed a committee to plan activities. She said that employees are focused on training and recognizing excellent customer service, and this initiative will be an ongoing effort to improve customer service to both internal and external customers.*

**Mayor Basil read this Proclamation in its entirety, recognizing the week of November 14 - 18, 2016, as Customer Service Week in Hudson.**

## 7. Public Comments

*Mrs. Krista Roch, Public Safety Dispatcher at 36 South Oviatt Street, spoke on behalf of the dispatchers who provide services to the Police, EMS, and Fire Departments in reference to the possibility of regionalizing Hudson's dispatching services with those of another city, or cities, in the form of a Council of Governments. She highlighted the specialized knowledge and excellent customer service provided by the City's dispatchers, and she urged City Council to maintain a local dispatch center (see copy of comments attached to record copy of these minutes).*

*Mr. Jess Ennis, resident of 27 South Hayden Parkway and member of Environmental Awareness Committee, said that he is employed in the solar energy business and he collaborated with Leadership Hudson on the Barlow Community Center solar panel project. He encouraged Council to support Resolution No. 16-174, authorizing a contract with AMP to subscribe to a utility-scale solar project. He said that Hudson will benefit from this project, because the main production of solar power is generated during hours of peak demand, and Hudson Public Power will have the potential to shave demand during those peak hours. He said that there are other emerging models in solar and renewable energies, and he encouraged Council to consider new opportunities and to embrace solar power.*

*Mrs. Raija Daley, 132 South Main Street, spoke in opposition a regional dispatch service. She said that she was philosophically against regionalism and was fearful that accountability would suffer and there would be too much concentrated power in one area. She also praised EMS for the responsive quality services it provides to the community.*

## 8. Correspondence and Council Comments

*Mr. Wooldredge expressed appreciation to the Finance Director for an outstanding Financial Report, and Mayor Basil agreed.*

*Mr. Hanink supported recognition of Customer Services Week, and he said that staff has made significant strides in improving customer service and offers top service, which sets Hudson apart from other communities. He appreciated the focus with the intention of continued improvements, and he thanked City employees for their services.*

## 9. Report of Manager

*Ms. Howington commented that City Council and staff have been considering regional dispatch for a period of approximately eight years. She said that federal and state regulations are impacting local dispatch operations. She said that neighboring communities are currently acting to form Council of Governments (COG), and for due diligence reasons the City is investigating the possibility of regional dispatch. She said that the City is involving public safety dispatchers in communications, as this is an important decision for citizens and employees. She said that one of Council priorities is to protect dispatchers. She noted that this matter will be discussed by Council again at the December 6, 2016, meeting. She thanked members of the Police Department for their presence at the meeting and for their ongoing concern and support.*

*Ms. Howington reminded residents with a Thursday trash pick-up that service will be delayed until Friday next week due to the Thanksgiving holiday. She provided an update regarding leaf collection and said that the full schedule is available on the City's website. She reported that North Main Street will be curbed, paved, and striped, and diagonal parking places will be painted by Thanksgiving, in time for the holiday shopping season.*

**10. Appointments**

A motion was made by Dr. Williams, seconded by Mr. Wooldredge, to re-appoint Mr. Fred Jahn to serve on the Board of Zoning & Building Appeals for a full four-year term, commencing on January 2, 2017. The motion carried by the following vote:

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

A motion was made by Dr. Williams, seconded by Mr. Wooldredge, to re-appoint Mr. Tom Harvie and appoint Mr. James Vitale to serve on the Planning Commission for full four-year terms, commencing on January 2, 2017. The motion carried by the following vote:

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

**11. Suspension of the Rules for the Consent Agenda**

A motion was made by Mr. Wooldredge, seconded by Mr. DeSaussure, to suspend the rules as provided in Section 220.03 of the Codified Ordinances to allow for passage of legislative items on the Consent Agenda. The motion carried by the following vote:

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

**Approval of the Consent Agenda**

A motion was made by Mr. Wooldredge, seconded by Mr. DeSaussure, to approve the Consent Agenda. The motion carried by the following vote:

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

**A. [16-0119](#)****A MOTION TO ACKNOWLEDGE THE TIMELY RECEIPT OF THE OCTOBER 2016 MONTHLY FINANCIAL REPORT.**

**Executive Summary:** Financial summaries are provided each month for Council's review.

**Attachments:** [Financial Report - October 2016](#)

**This motion was passed on the Consent Agenda.**

- B.        [16-174](#)        A RESOLUTION TO APPROVE THE FORM AND AUTHORIZE THE EXECUTION OF A POWER SALES CONTRACT WITH AMERICAN MUNICIPAL POWER, INC. AND TAKING OTHER ACTIONS IN CONNECTION THEREWITH REGARDING PARTICIPATION IN THE AMP SOLAR PROJECT II; AND DECLARING AN EMERGENCY.**
- Executive Summary:** American Municipal Power (AMP) is offering member community participation in the AMP Phase II Solar Project. Together with Phase I the solar project will be comprised of 26 solar generation sites to be built behind the meter in a number of member communities. The solar generation output will be sold as peaking power at a very competitive price point for a 25 year term. AMP representative, Mr. Jay Myers, and Asst. City Manager, Frank Comeriato will present the project to Hudson City Council and seek permission to proceed with executing the project contract.
- Attachments:**        [Power Purchase Resources 2016](#)  
                                 [AMP Solar Phase II Hudson - Overview](#)  
                                 [AMP Solar Phase II Project Evaluation - Courtney & Associates](#)  
                                 [Resolution No. 16-174](#)

**Resolution No. 16-174 was passed on the Consent Agenda.**

- C.        [16-175](#)        AN ORDINANCE ADOPTING REVISIONS TO THE STORM WATER MANAGEMENT PROGRAM AND AUTHORIZING THE FILING THEREOF WITH THE OHIO ENVIRONMENTAL PROTECTION AGENCY.**
- Executive Summary:** In 2003, the City of Hudson approved its first Storm Water Management Plan (SWMP) in accordance with the Environmental Protection Agencies (EPA) National Pollutant Discharge Elimination System (NPDES) Program. The goals of the plan include reducing the discharge of pollutants to waters of the State and protecting water quality. The EPA is requiring an update to the City's SWMP plan in 2016. The City's updated plan includes revisions necessary to meet the EPA's standards.
- Attachments:**        [Ordinance No. 16-175](#)  
                                 [Exhibit "A" - Final Report](#)

**Ordinance No. 16-175 was passed on the Consent Agenda.**

- D.        [16-176](#)        A RESOLUTION AFFIRMING THE CITY MANAGER'S ACCEPTANCE OF A GRANT FROM THE MARGARET CLARK MORGAN FOUNDATION ON BEHALF OF THE HUDSON FIRE DEPARTMENT**
- Executive Summary:** The Margaret Clark Morgan Foundation has granted \$10,000 to the Hudson Fire Department.
- Attachments:**        [Resolution No. 16-176](#)

**Resolution No. 16-176 was passed on the Consent Agenda.**

- E.        [16-177](#)        **A RESOLUTION AUTHORIZING THE CITY MANAGER TO TERMINATE CURRENT LEASE AGREEMENTS WITH COMDOC AND KONICA MINOLTA AND TO ENTER INTO A NEW AGREEMENT WITH RICOH USA, INC. FOR THE LEASING OF MULTIFUNCTION EQUIPMENT FOR THE MUNICIPAL SERVICES CENTER; AND DECLARING AN EMERGENCY.**

**Executive Summary:** The Administration is requesting City Council's approval to end the current Municipal Services Center agreements with ComDoc and Konica Minolta, and then enter into a new 5-year lease agreement with Ricoh USA, Inc. for the lease of new multifunction equipment. The new contract period will commence December 1, 2016 and conclude November 30, 2021.

**Attachments:**        [Equipment Needs Assessment Recommendation](#)  
                              [Ricoh Equipment Proposal Financial Considerations](#)  
                              [State of Ohio Procurement Contract Information](#)  
                              [Sourcing Alliance Ryder 9 9 16 - ComDoc](#)  
                              [ComDoc Copy of City of Hudson Revised Proposal 10 27 16](#)  
                              [Ricoh Lease Agreement](#)  
                              [Resolution No. 16-177](#)

**Resolution No. 16-177 was passed on the Consent Agenda.**

- F.        [16-178](#)        **A RESOLUTION TO APPROVE THEN AND NOW CERTIFICATES FOR PURCHASES MADE; AND DECLARING AN EMERGENCY.**

**Executive Summary:** Council authorization is required for payment of the invoice(s) shown on this Resolution in excess of \$3,000 for which a commitment was made before a Purchase Order was generated.

**Attachments:**        [Resolution No. 16-178](#)

**Resolution No. 16-178 was passed on the Consent Agenda.**

**12. Legislation**

- A. [16-179](#) **AN ORDINANCE AMENDING THE CITY'S PAY RANGE STRUCTURE ADOPTED BY ORDINANCE NO. 15-183, AMENDING THE CITY'S PAY RANGE ASSIGNMENTS SCHEDULE ADOPTED BY ORDINANCE NO. 16-121 AND CREATING AN INCENTIVE COMPENSATION PLAN FOR ALL REGULAR FULL-TIME AND PART-TIME EMPLOYEES.**
- Executive Summary:** This Ordinance updates the current classification plan established in 2000 by flattening the Pay Range Assignments. The goal of this update is to move the City away from an entitlement program and into a pay for performance environment. This Ordinance also creates an Incentive Compensation Plan as a method to reward employees who make a significant contribution to the City through a work initiative above and beyond their current job duties. The objective is to recognize employees for excellence through continuous improvement and productivity efforts.
- Attachments:** [2017 Pay Ranges - Non Union - Final](#)  
[2017 Pay Range Assignment - Final](#)  
[Incentive Compensation Plan - Final](#)  
[Ordinance No. 16-179](#)

Mayor Basil read the title of Ordinance No. 16-179, which constituted its first reading.

- B. [16-180](#) **A RESOLUTION ADOPTING IN CONCEPT THE CITY OF HUDSON FIVE-YEAR PLAN 2017-2021.**
- Executive Summary:** This resolution adopts in concept the City's Five-Year Plan.
- Attachments:** [2017-2021 Five-Year Update Summary](#)  
[Resolution No. 16-180](#)

Mayor Basil read the title of Resolution No. 16-180, which constituted its first reading.

- C. [16-181](#) **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, 2017 AND ENDING DECEMBER 31, 2017.**
- Executive Summary:** This Ordinance establishes the City's budget for 2017.
- Attachments:** [Ordinance No. 16-181](#)

Mayor Basil read the title of Ordinance No. 16-181, which constituted its first reading.

**13. Executive Session**

A motion was made by Mr. DeSaussure, seconded by Mr. Wooldredge, to enter into executive session to consider confidential information related to a special business strategy of an applicant for economic development assistance under Ohio Revised Code Section 3735.67, with the executive session being necessary to protect the interests of the applicant, and to consider the acquisition of property for public purposes. Mayor Basil recessed the meeting at 8:15 p.m. after the motion carried by the following vote:

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

*Mayor Basil reconvened the meeting at 9:30 p.m.*

**14. Adjournment**

There being no further business, Mayor Basil adjourned the Council meeting at 9:30 p.m.

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**David A. Basil, 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.*