



City of Hudson, Ohio

Meeting Minutes - Draft City Council Workshop

Jeffrey L. Anzevino, Mayor
Christopher W. Foster, President of Council (Ward 2)
Christopher A. Banweg, Council Member (At-Large)
Michael W. Bird, Council Member (Ward 4)
Patricia L. Goetz, Council Member (Ward 1)
Karen E. Heater, Council Member (At-Large)
Nicole V. Kowalski, Council Member (At-Large)
Skylar J. Sutton, Council Member (Ward 3)

Thomas J. Sheridan, City Manager
Marshal Pitchford, City Solicitor & Special Counsel
Aparna Wheeler, Clerk of Council

Tuesday, December 10, 2024

7:30 PM

Town Hall
27 East Main Street

1. Call to Order

Mayor Anzevino 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, and he handed the workshop over to President of Council Foster, in accordance with Council Rules. Due to feeling under the weather, Mr. Foster turned the meeting over to President of Council Pro Tempore Sutton.

Present: 4 - Mr. Foster, Mrs. Heater, Mrs. Kowalski and Mr. Sutton

Absent: 3 - Mr. Banweg, Dr. Bird and Dr. Goetz

Others & Staff in Attendance: Mr. Sheridan, City Manager; Mr. Griffith, Assistant City Manager; Mr. Hannan, Community Development Director; Mr. Knoblauch, Assistant City Manager - Financial/Special Projects; Mr. Leiter, HCTV Production Assistant; and Mr. Kosco, City Engineer.

2. Correspondence and Council Comments

Mrs. Kowalski reported that a resident had reached out to her about a response she relayed from the City Manager concerning safety concerns related to the vacant hotel in the Village of Boston Heights. She requested that Mr. Sheridan follow up with the Mayor of the Village of Boston Heights to explore any possible actions that could be taken before the building's demolition. She further stated that the Western Reserve Community Band is hosting a free holiday concert at the Hudson Middle School auditorium on Sunday, December 15th at 4:00 p.m.

Mr. Foster provided an update on the Planning Commission meeting.

Mayor Anzevino reminded residents of several upcoming events: the Winter Wonderland Tour of Trees event at Case-Barlow Farm ends this weekend, the Cold Weather Clothing Drive ends this Saturday, December 14th

with a drive-through drop-off at City Hall from 10 a.m. to 2 p.m., and the Christkindlmarkt is scheduled for December 13th through December 15th. He further stated that Boy Scout Troop #333 is selling Christmas trees at the Boy Scout Cabin, he recently met with a Girl Scout Troop for a mock meeting at Town Hall, and will be attending the Senior Holiday Luncheon on December 11, 2024.

Mr. Sutton welcomed Mr. Griffith as the new Assistant City Manager; thanked staff, Hudson Community Foundation and American Fireworks for the Winter Fireworks display; reminded everyone to shop local this holiday season, and wished his daughter a Happy Birthday.

Mrs. Heater provided an update on the Fire/EMS subcommittee meeting that was held on December 9, 2024 and stated that the committee intends to present to Council at the end of January.

3. Discussion Items

None.

4. Proposed Consent Agenda for December 17, 2024, Council Meeting

A. [TMP-7659](#) A Motion to Acknowledge the Timely Receipt of the November 2024 Monthly Financial Report

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

Attachments: [November 2024 Financial Report](#)

This Motion was forwarded for further consideration at the December 17, 2024, Council meeting.

B. [TMP-7650](#) A Motion Directing the Clerk to Send Notice to the Ohio Division of Liquor Control Indicating No Request for a Hearing Regarding the Transfer of a Permit to Sell Alcoholic Beverages to Ozer Petroleum LLC, 27 S. Main St. from Square Inch USA LLC, DBA Hudson Petroleum, 27 S. Main St., Hudson.

Brief Description: The Clerk is in receipt of the attached Notice to Legislative Authority dated December 2, 2024, from the Ohio Division of Liquor Control concerning the opportunity to request a hearing regarding this permit. The City's response must be postmarked no later than December 23, 2024.

Attachments: [Ozer Petroleum Permit # 66101460005](#)

This Motion was forwarded for further consideration at the December 17, 2024, Council meeting.

C. [TMP-7627](#) AN ORDINANCE AMENDING THE CITY'S PAY RANGE STRUCTURE AND PAY RANGE ASSIGNMENTS SCHEDULE ADOPTED BY ORDINANCE NO. 23-159.

Brief Description: This Ordinance authorizes an annual salary adjustment for the City's non-bargaining unit employees. The pay bands provided in the Pay Range Structure chart attached to the Ordinance have each been adjusted

by a factor of 1.03 over the 2024 Pay Range Structure figures. This Ordinance also amends the City's Pay Range Assignment Schedule.

Attachments: [Exhibit A: 2025 pay ranges - Non Union - Final](#)
[Exhibit B: 2025 Pay Range Assignment](#)
[Draft Ordinance](#)

This Ordinance was forwarded for further consideration at the December 17, 2024, Council meeting.

- D. [TMP-7653](#) **A RESOLUTION AUTHORIZING HUDSON FIRE TO PURCHASE A FOTOKITE TETHERED OPERATION, FULLY AUTONOMOUS, PILOTLESS DRONE FROM ATLANTIC EMERGENCY SOLUTIONS; AND DECLARING AN EMERGENCY.**
Brief Description: Hudson Fire has been evaluating uses for operational drones for almost two years. We have had numerous sales demonstrations and seen various drone options. We have determined that the best option available for our purposes is a tethered, autonomous, pilotless, continuous use drone with a combination live visual optic and thermal imaging platform.
Attachments: [Exhibit A: Atlantic Solutions-Fotokite Quote & Sole Source Validation](#)
[Draft Resolution](#)

This Resolution was forwarded for further consideration at the December 17, 2024, Council meeting.

- E. [TMP-7651](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH MONTROSE FORD, FAIRLAWN, OHIO, FOR THE PURCHASE OF ONE FORD EXPLORER FOR FIRE DEPARTMENT USE; AND DECLARING AN EMERGENCY.**
Brief Description: The purchase of one (1) Ford Explorer at Montrose Ford in Fairlawn that is for the Fire Department. This is part of the 2025 budgeted vehicles for Fire. This vehicle is being purchased under the State Bid List items.
Attachments: [Monrose Ford Quote](#)
[Draft Resolution](#)

This Resolution was forwarded for further consideration at the December 17, 2024, Council meeting.

- F. [TMP-7669](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH BENBERY LLC FOR THE PURCHASE OF A 12.1 ACRE PARCEL LOCATED ON STOW ROAD (SUMMIT COUNTY PARCEL # 3009781); AND DECLARING AN EMERGENCY.**
Brief Description: The City of Hudson is interested in the purchase of a 12.1-acre parcel located just north of the Ohio Turnpike on Stow Road otherwise identified by the Summit County Auditor as Parcel #3009781. The

land is currently owned by Benbery LLC.

The City and the property owner have agreed to a sale price of \$350,000 total for the property. The City will pay the property owner a 10% deposit at the signing of the purchase agreement which shall serve as an option to purchase. The option period is for 6 months. After the City's due diligence is reviewed and approved by Council, the City can exercise the option and close. If the City decides to not move forward, there will be no obligation to close.

Attachments: [Draft Resolution](#)

This Resolution was forwarded for further consideration at the December 17, 2024, Council meeting.

5. Proposed Legislation for December 17, 2024, Council Meeting

- A. [24-104](#) **AN ORDINANCE AMENDING CHAPTERS 1205.09 AND 1205.11 OF THE LAND DEVELOPMENT CODE RELEVANT TO DISTRICT REGULATION SETBACKS FOR ADJACENT RESIDENTIAL PROPERTIES.**

Brief Description: Land Development Code Amendment to require uses within D6 and D8 that are adjacent to residentially used properties to be increased to match the setbacks required when such uses are adjacent to residentially zoned properties.

Attachments: [LDC Amendment - 1205 D6 and D8 Setback to adjacent residential property Ordinance No. 24-104](#)

Ordinance No. 24-104 was forwarded for further consideration at the December 17, 2024, Council meeting.

- B. [24-105](#) **AN ORDINANCE AMENDING CHAPTER 1206.05 OF THE LAND DEVELOPMENT CODE RELEVANT TO NON-CONFORMING RESIDENTIAL USES.**

Brief Description: Land Development Code Amendment to provide greater ability of existing non-conforming residential properties to rebuild or expand an existing dwelling on an existing parcel.

Attachments: [LDC Amendment - Section 1206.05\(4\)\(B\) Non-conforming residential use Ordinance No. 24-105](#)

Mr. Hannan stated that the Planning Commission has recommended some changes related to the regulation of additions and/or expansions to non-conforming structures, and that he will prepare an amended Ordinance for consideration at next Tuesday's Council meeting.

Ordinance No. 24-105 was forwarded for further consideration at the December 17, 2024, Council meeting.

- C. [24-131](#) **A RESOLUTION ACCEPTING THE CITY MANAGER'S RECOMMENDATION NOT TO IMPLEMENT THE GROWTH MANAGEMENT RESIDENTIAL DEVELOPMENT ALLOCATION**

SYSTEM DURING CALENDAR YEAR 2025.

Brief Description: The City is not removing the Growth Management Allocation System; however, because of no appreciable population change, the system would not be implemented for 2025.

Attachments: [GM Report memo to Council for YR2025](#)
[Resolution No. 24-131](#)

Mr. Foster stated that the Planning Commission agreed with the City Manager's recommendation not to implement the Growth Management Allocation for 2025. Mr. Sutton inquired whether the Planning Commission would prefer a code amendment to include them in the recommendation process. Mr. Foster stated that the current code reviews the previous year rather than projecting forward. He added that the Planning Commission is looking at making revisions to this section and will present to Council in the near future.

Resolution No. 24-131 was forwarded for further consideration at the December 17, 2024, Council meeting.

- D. [24-151](#) **AN ORDINANCE AMENDING SECTION 4, “STORM COLLECTION” AND SECTION 5, “STORM WATER MANAGEMENT,” OF CHAPTER 1419, “ENGINEERING STANDARDS FOR INFRASTRUCTURE CONSTRUCTION” OF THE BUILDING AND HOUSING CODE.**

Brief Description: The City of Hudson’s Engineering Standards Section 4 - Storm Collection and Section 5 - Storm Water Management were last updated in 2018. Staff would like to update these sections to reflect recommended higher storm water conveyance and flood mitigation standards and various changes due to industry standards that have changed since the last updates.

Attachments: [Summary of Changes](#)
[Exhibit A: Section 4 Redlined Version 11-26-2024](#)
[Exhibit B: Section 5 Redlined Version 11-26-2024](#)
[Ordinance No. 24-151](#)

Ordinance No. 24-151 was forwarded for further consideration at the December 17, 2024, Council meeting.

- E. [24-152](#) **AN ORDINANCE ADOPTING THE CITY OF HUDSON’S GENERAL FUND BUDGET OVERAGE COMMITMENT FOR HUDSON INFRASTRUCTURE.**

Brief Description: This is an Ordinance directing the Finance Department to prepare draft appropriations for certain uses, at least in part, in an amount equal to any excess General Fund carryover balance.

Attachments: [Ordinance No. 24-152](#)

Ordinance No. 24-152 was forwarded for further consideration at the December 17, 2024, Council meeting.

- F. [24-153](#) **AN ORDINANCE AMENDING CHAPTER 254 OF THE CODIFIED ORDINANCES ENTITLED “EMPLOYEE HANDBOOK AND PERSONNEL RULES”, AS INITIALLY ADOPTED AND AS**

SUBSEQUENTLY AMENDED FROM TIME TO TIME BY CITY COUNCIL.

Brief Description: This ordinance authorizes amendments to the Employee Handbook and Personnel Rules, as approved by the Personnel Advisory and Appeals Board (PAAB) on September 30, 2024.

Attachments: [Council Summary 2024](#)
[Exhibit A: 2024 Employee Handbook Redlined Copy - Draft](#)
[Ordinance No. 24-153](#)

Mr. Sheridan stated that the labor attorney will be in attendance at the Council meeting on December 17, 2024, to discuss the Social Media Policy. He asked whether Council preferred to remove the Social Media Policy from the Employee Handbook and review it independently. Council was in agreement with this approach.

Ordinance No. 24-153 was forwarded for further consideration at the December 17, 2024, Council meeting.

- G. [TMP-7668](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A JOB CREATION GRANT AGREEMENT WITH CHARTER COMMUNICATIONS, INC. (DBA SPECTRUM); AND DECLARING AN EMERGENCY.**

Brief Description: Charter Communications is requesting a 50% income tax credit for 10 years. The company will relocate regional operations to the existing facility at 280 Executive Parkway West. The company is a provider of telecommunications and broadband services. Charter Communications anticipates investing \$6.3 million and will maintain an anticipated minimum payroll of \$14 million at the facility within three years.

Attachments: [Draft Resolution](#)

Responding to a question, Mr. Hannan stated that staff is requesting that this Resolution be passed on first reading.

This Resolution was forwarded for further consideration at the December 17, 2024, Council meeting.

6. Items to be Added to Future Agendas

Mr. Sutton stated that there will be a public hearing on Ordinance Nos. 24-104 and 24-105 on December 17, 2024. Mr. Foster requested an Executive Session on December 17, 2024 to discuss information related to a public employee.

7. Adjournment

There being no further discussion, Mr. Sutton adjourned the Council workshop meeting at 7:48 p.m.

Skylar Sutton, President of Council Pro Tempore

Thomas J. Sheridan, 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.