



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, January 28, 2025

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.

Present: 5 - Dr. Bird, Mr. Foster, Dr. Goetz, Mrs. Heater and Mr. Sutton

Absent: 2 - Mr. Banweg and Mrs. Kowalski

Others & Staff in Attendance: Mr. Sheridan, City Manager; Mr. Griffith, Assistant City Manager; Mr. Knoblauch, Assistant City Manager - Financial/Special Projects; Mr. Kosco, City Engineer; Mr. Leiter, HCTV Production Assistant; Mr. Tabak, Police Chief; and Mr. Varnes, Fire/EMS Chief.

2. Correspondence and Council Comments

Mr. Sutton provided an update on the Tree Commission meeting that was held on January 23, 2025.

Dr. Goetz read a letter from Mrs. Kowalski, who apologized for her absence tonight due to a sick family member. She also reminded interested citizens about an Open Forum that Mrs. Kowalski will host on January 30 from 6:30 p.m. to 8:00 p.m. at the Hudson Library.

Mrs. Heater provided an update on the Park Board meeting that was held on January 27, 2025.

Mayor Anzevino mentioned that Random Acts of Kindness Week begins on February 2 and runs through February 8. He also noted that he, along with Mr. Sheridan and Mr. Griffith, attended the Mayors Association meeting this morning.

3. Discussion Items

- A. [25-0010](#) **Fire and EMS Staffing and Facility Needs Study Final Report by K2M**

Design and Matrix Consulting.

Brief Description: The K2M Design and Matrix Consulting Group staff will be giving a detailed presentation on their final report for the Fire and EMS Staffing and Facility Needs Study followed by discussion with City Council and the Mayor to answer any questions on this project.

Attachments: [Fire/EMS Needs Study - Consultant Powerpoint](#)
[Hudson Fire/EMS Staffing Analysis](#)
[Hudson Fire/EMS Facility Condition Assessment](#)
[Hudson Fire/EMS New Facility](#)

Mr. Sheridan provided background information regarding the Fire and EMS Staffing and Facility Needs Study and turned the discussion over to K2M Design, Matrix Consulting, and DS Architecture. Mr. Miller, Mr. Finn, Mr. Wutz, and Mr. Pros described key objectives of the study, evaluation of Fire and EMS operations performance and key findings, additional station locations, staffing recommendations, pay increases, cost estimate for immediate improvement needs to existing building, and conceptual design of a new facility. Council discussion followed that included evaluation of drive-time map with additional stations, cost estimate for replacement of Station 1, review of the components of the hybrid model, and components included in hybrid model financial impact. There was consensus to continue discussion at a future workshop regarding station location options, financial impacts and staffing.

This matter was discussed.

B. [25-0011](#) Planning Commission Annual Update and Goals

Brief Description: Planning Commission will be present to review the annual update and goals.

Attachments: [PC Update and Goals](#)

Ms. Norman and Ms. Smith, Planning Commission members, presented their accomplishments from 2024, as well as future goals for 2025. Council discussion followed.

This matter was discussed.

C. [24-0052](#) Follow-up Discussion Regarding Regulation of Private and Public Utilities Performing Repairs in the Public Right-of-Way (Codified Ordinance Chapter 1016)

Brief Description: At the May 28, 2024, Council Workshop, Council requested staff review Chapter 1016 and recommend any necessary revisions. Staff has updated Chapter 1016 with input from the City Solicitor.

Attachments: [Hyperlink Chapter 1016](#)
[Chapter 1016 Redlines](#)

Mr. Kosco and Mr. Marcum, an associate of Mr. Pitchford, provided background information regarding Chapter 1016 and outlined the proposed changes. Brief discussion followed.

This matter was discussed.

D. [25-0012](#) Downtown Pedestrian Safety Improvements, Phase 2

Brief Description: City staff would like to discuss with City Council, Phase 2 of the Downtown Pedestrian Safety Improvements.

Attachments: [Map of Downtown Ped Imp P2 Improvements](#)
[Downtown Ped P2 Summary](#)
[Downtown Ped P2 Public Comments](#)
[Exhibit - Sidewalk on 91 and Crosswalk at Colony](#)
[Exhibit -Bumpout at Owen Brown & 91](#)
[Downtown Ped Imp P2 Concept Plans](#)

Mr. Kosco provided proposed improvements recommended for the Downtown Pedestrian Safety Improvements, Phase 2, which includes ADA ramp improvements, a new sidewalk along the east side of SR 91 between Colony Drive and Nantucket Drive along with a crosswalk and RRFB, and installation of a bump-out at Owen Brown Street and SR 91 to increase pedestrian safety. Council discussion followed with consensus to not install a crosswalk or an RRFB at Colony Drive.

This matter was discussed.

- E. [TMP-7732](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A LEASE TERMINATION AND ASSET PURCHASE AGREEMENT WITH DESTINATION HUDSON, INC. FOR THE PURCHASE OF CERTAIN PHYSICAL ASSETS, RETAIL INVENTORY AND FURNITURE FROM THE VISITOR CENTER; AND DECLARING AN EMERGENCY.**

Brief Description: As part of the termination of the Lease, DH desires and agrees to sell to City and City desires and agrees to purchase from DH, certain physical assets of DH, consisting exclusively of certain retail inventory and furniture from the Visitor Center and Gift Shop operated by DH.

Attachments: [Exhibit A - DH Lease Termination and Asset Purchase Agree - FINAL](#)
[Draft Resolution](#)

Mr. Sheridan presented a draft agreement to terminate the lease agreement and purchase certain physical assets and retail inventory from Destination Hudson. Discussion followed including staffing and inventory cost.

This matter was discussed.

4. **Proposed Consent Agenda for February 4, 2025, Council Meeting**

- A. [TMP-7679](#) **A RESOLUTION AUTHORIZING THE CITY COUNCIL PRESIDENT TO ENTER INTO A RETROACTIVE AMENDMENT TO THE CITY MANAGER EMPLOYMENT CONTRACT WITH THOMAS J. SHERIDAN; AND DECLARING AN EMERGENCY.**

Brief Description: City Council will take action pertaining to City Manager Thomas Sheridan's Employment Agreement and his annual review.

Attachments: [Exhibit A: Sheridan Employment Contract Amendment](#)
[Draft Resolution](#)

Mr. Foster requested that the dollar amount be added to the agreement prior to the February 4, 2025, Council meeting.

This Resolution was forwarded for further consideration at the February 4, 2025, Council meeting.

- B. [TMP-7584](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ADVERTISE FOR COMPETITIVE BIDS AND TO ENTER INTO CONTRACT FOR THE 10' TRAIL ALONG E. BARLOW ROAD.**
Brief Description: The project includes the installation of a new, 10-foot wide, multi-purpose, asphalt trail within Barlow Farm Park and concrete trail along the north side of Barlow Road that will connect the Barlow Farm Park trail to the existing Summit County Metro Parks trail. This project will also include crossing infrastructure and safety improvements to the Norfolk Southern railroad property.

Attachments: [Exhibit E Barlow Rd Trail](#)
[Draft Resolution](#)

This Resolution was forwarded for further consideration at the February 4, 2025, Council meeting.

- C. [TMP-7718](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO AMEND AN EXISTING AGREEMENT WITH NORFOLK SOUTHERN FOR THE E. BARLOW ROAD TRAIL PROJECT; AND DECLARING AN EMERGENCY.**
Brief Description: This agreement amendment with Norfolk Southern would be for on-going engineering review and design services for a new multi-purpose path that would connect the City's Barlow Farm Park to Summit County's Wood Hollow Metropark. Part of the proposed path will cross the Norfolk Southern Railroad tracks in between the two parks.

Attachments: [Exhibit A - DRAFT Supplemental PE Agreement - REVISED 2025.02.04](#)
[Exhibit A - DRAFT Supplemental PE Agreement](#)
[Draft Resolution](#)

This Resolution was forwarded for further consideration at the February 4, 2025, Council meeting.

- D. [TMP-7717](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A QUIET ZONE ADMINISTRATIVE AGREEMENT WITH NORFOLK SOUTHERN RAILWAY COMPANY FOR THE E. BARLOW ROAD TRAIL QUIET ZONE IMPROVEMENTS.**

Brief Description: As part of the upcoming E. Barlow Road Trail Project the railroad track crossing on Barlow Road will become a Quiet Zone and Norfolk Southern Railway Company requires a Quiet Zone Administrative Agreement be executed prior to review and administration of the improvements.

Attachments: [Draft Resolution](#)

This Resolution was forwarded for further consideration at the February 4, 2025, Council meeting.

- E. [TMP-7720](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE OHIO RAIL DEVELOPMENT**

COMMISSION FOR THE HINES HILL ROAD GRADE SEPARATION PROJECT THROUGH THE OHIO GRADE CROSSING ELIMINATION PROGRAM.

Brief Description: The City was awarded a grant from the Ohio Rail Development Commission (ORDC) in the amount of \$2,886,174.

Attachments: [Draft Resolution](#)

This Resolution was forwarded for further consideration at the February 4, 2025, Council meeting.

- F. [TMP-7699](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER’S DESIGNEE TO SUBMIT AN APPLICATION TO THE US DEPARTMENT OF TRANSPORTATION FOR THE PROMOTING RESILIENT OPERATIONS FOR TRANSFORMATIVE, EFFICIENT, AND COST-SAVING TRANSPORTATION (PROTECT) GRANT.**
- Brief Description:** Under the Bipartisan Infrastructure Law (BIL), the US Department of Transportation awards grant funding through PROTECT for the purpose of ensuring surface transportation resilience to natural hazards including climate change, sea level rise, flooding, extreme weather events, and other natural disasters through support of planning activities, resilience improvements, community resilience and evacuation routes, and at-risk coastal infrastructure. The City could receive up to 80% of the project funds in Federal grant funding for the “S. Main Street (SR 91) Storm Sewer Redirection at Railroad Underpass Project.”
- Attachments:** [Staff Memo - PROTECT](#)
[Draft Resolution](#)

Mr. Sheridan provided information on this proposed project.

This Resolution was forwarded for further consideration at the February 4, 2025, Council meeting.

- G. [TMP-7732](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A LEASE TERMINATION AND ASSET PURCHASE AGREEMENT WITH DESTINATION HUDSON, INC. FOR THE PURCHASE OF CERTAIN PHYSICAL ASSETS, RETAIL INVENTORY AND FURNITURE FROM THE VISITOR CENTER; AND DECLARING AN EMERGENCY.**
- Brief Description:** As part of the termination of the Lease, DH desires and agrees to sell to City and City desires and agrees to purchase from DH, certain physical assets of DH, consisting exclusively of certain retail inventory and furniture from the Visitor Center and Gift Shop operated by DH.
- Attachments:** [Exhibit A - DH Lease Termination and Asset Purchase Agree - FINAL](#)
[Draft Resolution](#)

This Resolution was forwarded for further consideration at the February 4, 2025, Council meeting.

- H. [TMP-7729](#) **A RESOLUTION TO APPROVE A THEN AND NOW CERTIFICATE FOR A PURCHASE MADE; AND DECLARING AN EMERGENCY.**
Brief Description: Council authorization is required for payment of the invoice shown on this Resolution in excess of \$3,000, for which a commitment was made before a Purchase Order was generated. Approval required for: Ohio State Highway Patrol, LEADS Annual Dues, \$7200
Attachments: [Draft Resolution](#)

This Resolution was forwarded for further consideration at the February 4, 2025, Council meeting.

5. **Proposed Legislation for February 4, 2025, Council Meeting**

- A. [25-12](#) **AN AMENDMENT OF ORDINANCE NO. 99-44, THE CURRENT BACKFLOW PREVENTION PROGRAM, WITH UPDATED GUIDELINES, STANDARDS, AND LANGUAGE.**
Brief Description: An ordinance to amend the current Backflow Prevention Program with updated guidelines, standards, and language. Since the adoption of the existing program, various agencies providing backflow guidance have supplemented relevant information. This suggested amendment encompasses that information.
Attachments: [Ordinance No. 99-44](#)
[Exhibit A](#)
[Ordinance No. 25-12](#)

Ordinance No. 25-12 was forwarded for further consideration at the February 4, 2025, Council meeting.

- B. [TMP-7735](#) **AN ORDINANCE CODIFYING THE ORDER AND RULES OF A PUBLIC HEARING.**
Brief Description: The Codified Ordinances of the City of Hudson make reference to, but do not define “Public Hearing.” This ordinance establishes an order of business and reasonable limitations on discussion for all public hearings before any official City body, whether it be City Council or any other board, committee or commission.
Attachments: [Draft Ordinance](#)

Mr. Sutton provided the reason for this Ordinance.

This Ordinance was forwarded for further consideration at the February 4, 2025, Council meeting.

- C. [TMP-7733](#) **AN ORDINANCE CODIFYING THE RIGHT OF PUBLIC COMMENT AT ANY BOARD OR COMMISSION MEETING AND ESTABLISHING RULES FOR PUBLIC COMMENT.**
Brief Description: The City of Hudson is interested in defining an ordinance which requires boards/commissions to accept a comment from the public

(provided the topic is relevant to the board), and also provide them with the tools to reject comments which are not relevant to them.

Attachments: [Draft Ordinance](#)

Mr. Sutton provided the reason for this Ordinance.

This Ordinance was forwarded for further consideration at the February 4, 2025, Council meeting.

- D. [TMP-7734](#) **AN ORDINANCE CREATING SECTION 220.03(n) OF THE CODIFIED ORDINANCES OF THE CITY OF HUDSON IN ORDER TO STREAMLINE PARLIAMENTARY PROCEDURES FOR THE ADOPTION OF LEGISLATION WITH ANY AMENDMENTS OR SUBSTITUTIONS; AND DECLARING AN EMERGENCY.**

Brief Description: This new rule change is to reestablish prior practice of moving to adopt legislation with certain, specified amendments without having to first put the item up for discussion through a simple motion to adopt.

Attachments: [Draft Ordinance](#)

Mr. Sutton provided the reason for this Ordinance.

This Ordinance was forwarded for further consideration at the February 4, 2025, Council meeting.

6. Items to be Added to Future Agendas

7. Adjournment

There being no further discussion, Mr. Foster adjourned the Council workshop meeting at 10:00 p.m.

Christopher W. Foster, President of Council

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.