

SPECIAL BOARD OF CONTROL

Meeting Minutes

A Special Board of Control meeting was held Thursday, September 17, 2020 at 9:00 AM in the Mayor's Conference Room. Director of Public Service John Highman called the meeting to order at 9:03 AM. Director of Public Safety Andrea Perry was also present. Board President, Mayor Bernabei was excused. Board Secretary Katie Wise was also present.

There were no visitors present.

The meeting was opened by Director Highman with discussion regarding the use of emergency provisions due to the emergency situation created by the COVID-19 pandemic and the use of CARES Act funds. Ordinance 159/2020 was passed by Canton City Council on September 14, 2020 authorizing contracts necessary to respond to the pandemic emergency situation pursuant to the emergency provisions contained in Canton Codified Ordinance 105.04 exempting them from traditional competitive bidding procedures. Director Highman stated that these provisions needed to be used both in order to promptly respond to the conditions created by the COVID-19 pandemic and to see that all CARES Act encumbrance and spending deadlines are met. Director Highman stated that he reviewed the use of the emergency contractual provisions with Attorney Phil Schandel of the Canton Law Department and was advised that this use is appropriate.

The following items were for review/approval by the Board of Control:

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1. Ordinance 159/2020

Enter into a construction contract with The Ohio Desk Company in the amount of \$255,622.12 utilizing CRF funds in order to complete courtroom renovations for COVID-19 social distancing compliance.

Discussion: Per Director Highman, this contract allows for the renovation of one Canton municipal courtroom in order to make it fully COVID and social distancing compliant. One additional purchase order will follow for this project to Zenith Systems for the technology component of this project. Director Highman will present this to the Board once it is received.

Motion: Director Highman made a motion to approve the above referenced contract.
Director Perry seconded.

Vote: 2 yeas 0 nays Motion carried.

2. Ordinance 159/2020

Enter into contract with Rex Pipe & Supply Co. in the amount of \$45,350.75 utilizing CRF funds for the purchase of goods for the renovation of restrooms at Canton City Hall.

Discussion: Director Highman stated that one use of CARES Act funds is for the installation of touchless restroom/plumbing fixtures. This contract covers fixtures for Canton City Hall because it is a public facing building and due to the large number of employees in the building. Other City owned buildings may be considered for this update in the future depending on the availability of funds and time constraints. There will be one more contract to Rex Pipe & Supply Co. for similar purchases for the park facilities where there are also areas open to public access. All fixtures will be installed by City employees.

Motion: Director Highman made a motion to approve the above referenced contract.
Director Perry seconded.

Vote: 2 yeas 0 nays Motion carried.

3. Ordinance 159/2020

Enter into a construction contract with Abbott Electric, Inc. in the amount of \$6,500.00 utilizing CRF funds for the installation of electric in City of Canton park shelters to facilitate the installation of touchless handicap doors.

Discussion: Per Director Highman, this contract covers the electric to be installed to facilitate the new touchless fixtures at the park shelters.

Motion: Director Highman made a motion to table the above referenced contract.
Director Perry seconded.

Vote: 2 yeas 0 nays Motion carried.

4. Ordinance 159/2020

Enter into a construction contract with Abbott Electric, Inc. in the amount of \$160,000.00 utilizing CRF funds for the installation of electric in City of Canton park restrooms to facilitate touchless hand drying.

Discussion: Per Director Highman, this work is for the installation of the electric for the new restroom fixtures at Canton City Hall discussed above.

Motion: Director Highman made a motion to approve the above referenced contract.
Director Perry seconded.

Vote: 2 yeas 0 nays Motion carried.

5. Ordinance 159/2020

Enter into a construction contract with Standard Plumbing and Heating Co. in the amount of \$88,852.00 utilizing CRF funds for HVAC ultraviolet radiation for air disinfectant at Canton City Hall, the Health Department, the Civic Center and several fire stations.

Discussion: Per Director Highman, this technology has been used by other entities to fight COVID-19 through their HVAC systems. Director Highman stated that he reviewed this technology with Canton Health Commissioner Jim Adams prior to moving forward. The following locations are being considered through this contract due to either their public facing nature or due to the close proximity of those utilizing the buildings: Canton City Hall, the Sears Building/Health Department, the Civic Center and Fire Stations #1, 2, 4, 6, 7, 8 & 10. Director Highman also stated that the Civic Center will be done because it is one of the City's primary sites to be used as an emergency shelter. Building Maintenance Superintendent, Cliff Graves is looking into the option of possibly adding this system of other buildings depending on the availability of funding and time.

Motion: Director Highman made a motion to approve the above referenced contract.
Director Perry seconded.

Vote: 2 yeas 0 nays Motion carried.

6. Ordinance 159/2020

Enter into a construction contract with Standard Plumbing and Heating Co. in the amount of \$49,296.00 utilizing CRF funds for building improvements to facilitate outside air circulation with new rooftop units at the Sears Building.

Discussion: Per Director Highman, this matter has also been discussed with and reviewed with Canton Health Commissioner Jim Adams who recommended increasing outside air flow to City buildings where possible. With this in mind Director Highman stated that he instructed Building maintenance Superintendent, Cliff Graves has been instructed to identify buildings most in need of these renovations that are also public facing. As such, recommendations are being made to move forward with HVAC upgrades at the Sears Building, the Canton Civic Center, and the Southeast Community Center. The Sears Building is

public facing, and the Civic Center and Southeast Community Shelter are buildings that are both public facing and can be used as emergency shelters. Depending on time and the availability of funds, Building Maintenance Superintendent Cliff Graves is currently evaluating other buildings for these potential renovations as well.

Motion: Director Highman made a motion to approve the above referenced contract.
Director Perry seconded.

Vote: 2 yeas 0 nays Motion carried.

7. Ordinance 159/2020

Enter into a construction contract with Standard Plumbing and Heating Co. in the amount of \$13,958.00 utilizing CRF funds for building improvements to facilitate hand washing with warm/hot water at the Southeast Community Center.

Discussion: Per Director Highman, there is currently no hot water in a portion of the Southeast Community Center. As discussed above, this site can also be used as an emergency shelter. Due to the fact that hand washing is one of the primary tools to fight against COVID-19, this repair is being recommended.

Motion: Director Highman made a motion to approve the above referenced contract.
Director Perry seconded.

Vote: 2 yeas 0 nays Motion carried.

8. Ordinance 159/2020

Enter into a construction contract with Standard Plumbing and Heating Co. in the amount of \$598,250.00 utilizing CRF funds for building improvements to facilitate outside air circulation with new rooftop units at the Civic Center.

Discussion: This item was discussed above during the discussion regarding the Sears Building.

Motion: Director Highman made a motion to approve the above referenced contract.
Director Perry seconded.

Vote: 2 yeas 0 nays Motion carried.

9. Ordinance 159/2020

Enter into a construction contract with Magic Garage Door, Inc. in the amount of \$43,400.00 utilizing CRF funds for building improvements for touchless entry doors at Garaux Park, Canton Garden Center and the Community Center.

Discussion: Per Director Highman, these are the three primary park buildings used by City employees and the public. As such, touchless entry is being recommended. These are the three locations that have the highest volume of public use.

Motion: Director Highman made a motion to approve the above referenced contract.
Director Perry seconded.

Vote: 2 yeas 0 nays Motion carried.

10. Ordinance 159/2020

Enter into contract with Economic & Community Development Institute (ECDI) in the amount of \$750,000.00 utilizing CRF funds in order to administer 80 small businesses affected by COVID-19 through grants of \$7,500.00 per business. \$150,000.00 will be used by ECDI for servicing, admin and sourcing.

Discussion: Per Director Highman, this is a professional services contract that will assist small businesses through grants. This contract is an allowable use of the CARES Act. ECDI will sign a subaward agreement in order to administer this program.

Motion: Director Highman made a motion to approve the above referenced contract.
Director Perry seconded.

11. Ordinance 159/2020

Enter into contract with the Stark County Community Action Agency in the amount of \$600,000 utilizing CRF funds to implement an Emergency Housing Stabilization Assistance Program to provide short-term financial assistance in the form of rent and mortgage assistance to residents of Canton experiencing housing instability.

Discussion: Per Director Highman, this is a professional services contract allowable for use under the CARES Act. Stark County Community Action Agency will sign a subaward agreement in order to administer this program. Specifically, this will be used for a rent and/or utility assistance program for those in need due to the economic hardships caused by the COVID-19 pandemic.

Motion: Director Highman made a motion to approve the above referenced contract.
Director Perry seconded.

Vote: 2 yeas 0 nays Motion carried.

Adjournment:

Director Highman made a motion to adjourn the meeting.
Director Perry seconded.

Vote: 2 yeas 0 nays Meeting adjourned: 9:19 AM