Special Session November 13, 2020

The members of Hubbard City Council met for a special meeting to discuss CARES Act monies accepted by the City of Hubbard, along with proposed COVID related projects and possible legislation requests on Friday, November 13, 2020. Approximately 14 people were in attendance.

Roll call showed the following members in attendance:

B. Viele R. Zambrini M. Mogg M. Toda M. Kerr R. Hallapy J. Crowe

Mr. Williams - Okay. This special meeting was called tonight to go over the final numbers I guess for CARES options with the CARES money. I don’t believe we said we were going to do any legislation tonight, so we’re not – it wasn’t called that way I don’t believe. Let me see, cuz I did write it down. Cuz if we did, then we can do some of it tonight we’ll be ready for Monday, right Mark? Alright, I did call it like that for the COVID and we could do requests for legislation and then consider legislation, so if we’re going to have requests – Ryan, you could do that one tonight and do we have to do something - how were we going to handle this once we figure it out?

Law Director – I drafted – proofread it, but I have a rough draft (inaudible). You can use the preamble off of that if you want.

Mr. Williams – Alright. So, let’s do this first. Let’s go over the list I guess, Mayor, let me grab the other mic.

Mayor – Good evening everyone. Obviously, everybody has received an email – multiple emails – from the beginning of the week with a spreadsheet that included all the different projects and the actual most recent email printed in front of it. From the previous meeting last week, we discussed a number of different projects that were related to COVID safety for the public and also improvements for the safety of our employees. So, in front of you the spreadsheet walks through – first would be the touch-free restrooms and that would be at all locations from this building to other buildings for employees and even includes the park – the two restrooms at Jones Field and Matinatt Park. Those restrooms will have touch-free toilets, sinks, soap dispensers, sanitizer dispenser, paper towel dispensers and all supplies needed to go along with that. Second item is from D & G Mechanical. This is the germicidal lamps and oxidation units along with the MERV10 filters for the HVAC systems at the administration building, the police and at the wastewater administration building. The thought behind that, other buildings have garages, more air flow potential and also the issue of vehicles running and exhaust fumes that would cause issues with it. So that’s at $17,890.00. The line item right underneath it with CR Electric. That’s $8,500.00 – that is for the commercial electric work for those installation items. Next would be Total id Solutions – that is the $9,856.00 – that is for four of the temperature read out sensors. Underneath that would be the first highlighted item. I’m waiting on an updated quote from Involta for the police chief’s office to be retro-fitted for remote learning for training and staff and then underneath that, is the $17,864.00 for the large training room – the full remote capability and work session area, if you will for the actual downstairs training center itself and I would like Bob - I don’t want to put you on the spot, but you weren’t here last time. If you just want to give a couple key points on that because it really is interesting – ah – what capabilities, you have with that for the actual training room itself.

Police Chief Thompson – It’s got a smart interactive board, where you can write on the board and actually print it out from there I’m actually getting that information from Lou and I know the capabilities would be that our entire department gets to sit down there and be interactive with an instructor that’s down in London, Ohio or out in California or wherever else they may be. It would also give us a unique opportunity because most of the time on these meetings, you’re just on the receiving end of it. This would give us an opportunity to host training, give free seats and have free attendance and let other people remote into our training. So, it kind of gives us the chance to be the instructing department as opposed to just sitting there watching a video. So, it opens up both ways of communication. It’ll have the camera, the sound, microphones, everything - you could go in through the web and we can put it out there as well as watching or hosting training or receive training there.

Mayor - And the one thing I wanted to point out was – you know – with the drug raid that happened a few weeks ago this could be the perfect example of, you know, there was a number of people in that room laying out the design and laying out all the aspects of it. That would enhance that, especially if they could not do it inside one building at least they can communicate virtually.

Police Chief Thompson – Just to simplify, if you had this form, we could pull the form up in a police station training room. You guys could all see this form without passing all this paper out. Everybody

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could sit in that room, you could highlight on that board, you can do anything you want on that board just like it was a piece of paper and then if anybody wanted a copy of it from there, you can print it out.

Mayor – Thank you. I didn’t want to put you on the spot.

Police Chief Thompson – You did.

Mayor - Underneath that would be the two of the items that are needed and necessary for the actual IT infrastructure, the everchanging police world, if you will, with training, interacting with the attorney’s office, the prosecutor’s office and everything. So, the first would be the upgraded internet security firewall at $13,133.00; the second would be the Microsoft Office 365, the upgrade $15,175.00. We’re waiting on a more specific quote on that. Those are all from Involta. Underneath that, CR Electric would be touch-free light switches. So, when you would walk in the first-floor public area, the lights would automatically turn on so that no one in the general public area would be touching light switches. That’s $1, 150.00. Next, we go to – and there was no specific order – I want to thank councilwoman Zambrini for creating the document in the beginning and then I added to it. Thank you. Down for council, laptops for remote work. We had a very productive meeting with Micro Doctor today and under his advisement the HP ProBook laptop, which is the $1,200.00 option, would be the most sturdy, the most reliable and the best suited for any future zoom meeting and for council members it is obviously very acting like a home desktop computer, be able to receive emails, do work, do council work if you want. So, that’s $10,527.84 – would be the eight laptops, including the setup and training. Underneath that, along with the meeting today, is a tech upgrade to the chambers, in here, on how to livestream a meeting and that meeting could be anything. It could also be used for Mayor’s Court or whatever it might be. The gentleman from Micro Doctor recommended a certain kind of camera that actually is – would be setup on a tripod. It would be mobile in a sense and it actively works in the sense that whoever is talking that person gets zoomed in on. So, it’s a really cool piece of technology that’s come out. So, everybody is in the picture and then people zoom in on it as someone is talking. So, that’s approximately $3,000.00. He will have a quote for us on Monday. Underneath that for council would be the portable plexiglass dividers at $2,240.00. So, that will be – everybody would have dividers so they could get back to regular seats. There’s also – in the administration building – the touch-free entry on the existing front door with the existing operator is $910.00 to basically upgrade the panels that would be used to then become sensors so it’s touch-free. For the administration building, laptops for remote work. The same computer, HP ProBook 14” laptop – that is all employees that are inside this building, utilities and wastewater superintendent, auditor, treasurer, law director - all the employees, so that total again including myself and any other service and safety director and the assistant – that’s fifteen, the number. So, it’s $19,739.70. Thankfully, the Wi-Fi upgrade at this point and time was not needed to be to be able to do any of these services and/or live streaming and remoting in. So that was something that was originally on the list and I left that highlighted so everybody could see that. The utility billing window upgrade $1,355.00. Touch-free light switches for the entire building that already has not been done is $10,150.00 and that is the not necessarily only the sensor on the wall plate, but these overhead sensors as well. So, as somebody is moving about then, even if you are stagnant for a few minutes and someone moves about there’s a sensor overhead that has more of a wide field. The one nice thing, you know, it could save on electric. I don’t know. You know, your utility bill, whatever it might be. Also, $5,015.00 from Palo Creative is the website upgrade for the potential to broadcast meetings, online payments, and all the different aspects and improved citizen accessibility – all the different aspects that I personally think is the road that we’re going to be going down, whenever that timeframe might be to get there. Then we move on to wastewater. Touch-free light switches and sensors – same concept as well. Wastewater Superintendent Ciccone walked through with CR Electric on his suggestions and needs and we kinda worked with them as well. Then we received a quote today from Micro Doctor for the entire wastewater complex to have secure Wi-Fi and a Wi-Fi that – from what I understood from Micro Doctor – is something that’s going to be high speed, reliable, secure, so, if Mark is on a conference with Huber working at one of the screw presses and something is wrong and he has his laptop there, then the speed is going to be there, the reliability is going to be there for him to communicate for number one training, but troubleshooting a well. So, that total is $10,803.24. And down at the service department, Mr. Palestro walked through with CR Electric on $1,525.00 for touch-free switches. The one thing that’s not on here and after a conversation with Mr. Palestro, and this is something that council can make a decision. Mr. Palestro decided after a conversation the potential for zoom meeting or setting up one of

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the interactive training rooms, similar to what the chief is talking about – well, it might not be necessary if they, you know – if he has a laptop then he would be able to do it as well. So, that’s a discussion, you know, council can talk about it, but originally that was in the $5,000 range. It would mirror what the chief from Involta how that would be with the interactive capability – the computer, the screen, and so on and so forth. And that’s something that was removed. Also, the combo/jet truck pathogen defense system from Brown Equipment, $11,799.00. Obviously for our workers when they’re running the sewer hog. $2,082.00 on the back side from Rhiel Supply. There are two more handheld electrostatic sprayers and disinfectants. So, the actual disinfectant system that hangs on the wall where the chemicals are mixed. In theory, they would be used on all the vehicles, the buildings so that then it takes - we confirmed it, a 3-minute dry time, so when you’re actually misting it in the 3-minute dry time so that then flu season, cold season the pandemic – or whatever it is – it is a long lasting impact where it keeps employees safe. Underneath that would be Mattinat Park touch-free light switches and a roof exhaust fan for ventilation in the rest rooms and the maintenance building. So, the rest rooms that are down there, there’s no ventilation. So, it’s basically a cinder block building. Adding a roof vent would then create circulation of air and obviously one of the more important things that we’re learning more now and now as we move on during the pandemic is air circulation. So, that’s $3,375.00 for the touch-free light switches and the maintenance building and the upgrades to the rest room. As it stands right now in front of you, the total is $202,751.46 for projects that we’ve outlined and then underneath that in the green box is $222,644.26 would be the balance that would then be transferred to cover personnel costs for substantially dedicated public safety and public health employees as listed from the document. All total would be the $425,395.72, which was the amount that was allocated. So, that is an overview of the actual spreadsheet. I know some of it might be hard to read, but I printed off all the specific quotes for everybody to look at and if you have any questions on that – I spoke with the Law Director, if council so chooses to act on this, the concept, the legislation would be there. This would serve as an appendix and these would be the projects that would be funded through the passage of that legislation. So, it would be up to council if they so decided on these – what to do. Obviously, if there’s something else that needs to be added, I can do that and get a quote on Monday, since we are waiting on two and then put in that current number and have it ready for council on Monday. Any questions on – obviously, it’s a lot and that’s why I wanted to make sure we put out as much as we could as the information that we received.

Ms. Viele – Somebody asked me today about hands-free door for the senior center – an automatic door. Would that approach …

Mayor - So we looked at a number of things. I received information the other day that my original request through the county for a senior center renovation is moving to the next level. So, that’s a $50,000 renovation that I applied for the complete funding through the county through - it’s a separate channel if you will where I originally with Julie Green, Trumbull County Planning Commission, asked for special detective’s vehicle, senior van and renovations at the senior center to protect all people. In the beginning – this was back in March, you know, we didn’t know what to expect, so, senior center is moving forward. I cannot give you an exact answer if it would be funded, meaning, yes, we will or no we won’t receive the money. Julie has pretty much said that if you’re moving into this next round, then it’s going to be funded. So, the next step is to get a quote for a full renovation back there. And a renovation would be centered around social distancing, barriers, touch-free – you know, there’s a lot of things that are very specific with the funding that potentially we may receive. I did find out the operator that is back there, um, we think that Warren Paint & Glass – they can get a new sensor, but they’re not sure cuz that one is a little bit older or maybe not manufactured where we can transfer the touchpad to a sensor. But we’re not sure. If the funding comes through for that, I wanted to have a full open section.

Ms. Viele – It’s being addressed then.

Mayor – Yes.

Mr. Crowe – Yes, I’d like to ask about the – on the police upgrades on security to connectivity – anything from Involta. Would there be anything involved with an annual or monthly payment after this is installed?

Safety Director – The firewall – the $13,133.00 – the IT/Communications – that one. That pays for three years of virus upgrades and intrusion upgrades and maintenance. So, that’s a three-year package that pays for three years of service, upgrades, and maintenance with that particular one. The rest of it is

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hardware stuff, so there’s warranties on the hardware. We do pay a monthly fee to Involta for maintenance on everything and we have a contact person there so when something breaks down they fix it with the monthly fee and some of the times they monitor our servers 24 hours, there’s been several times where they’ve called us and said hey you have a problem and we fixed it – and we didn’t even know we had a problem. So, it’s 24/7 monitoring.

Mr. Williams – After three years we are going to have recurring fees and …

Safety Director – After three years there will be more – we’ll have to buy an upgrade, not an upgrade, but a maintenance package on that piece of equipment, yeah.

Mayor – The one thing also on the website – obviously, we have yearly fees now. Included in with this is the first year for the upgrades and everything. So, you know, it’s just part of having a website and maintenance on it. There’s a yearly fee with it. Michael, on the computers, what was the - I don’t have that sheet with me – what was the monthly …

Auditor - It depends on the level of, I guess, anti-virus service, but between 20 and 30 bucks.

Mr. Williams – per computer or …

Auditor – per month

Mr. Williams – per computer per month?

Mayor – So, it seems like, I mean obviously we have these types of services, you know, ongoing anyways for protection, if you will. That’s just a, I guess, an attachment for having the product and having the capability at some point there’s fees associated with that. Cost of doing business if you will.

Ms. Viele - Um, this total for the project – that, this total of $202,000 – okay, say for something that doesn’t get done or something that changes. Um, can that $222,000 be up or that we’re set in stone with that – that’s what we’re asking for? You know what I mean? So, it adds up to the total. Like say if there was a $10,000 -um – item that wasn’t able to be done in the projects or, you know, the price went down, the price went up, can this $222,000 be adjusted? Is that a set number?

Mayor - Once we encumber those individual, you know, line items for all these different projects, that money gets encumbered into it and then obviously we’re going to encumber that $222,644.26 so that then we have a zero balance in the CARES, you know, for that allocation, which is November 20th - it needs to be encumbered by. Um, Michael what’s your thought, you know, I mean obviously that portion set aside I hope, you know, did we forget something? Maybe. You know, we tried really hard to put together a package that gives us the ability to protect employees and the public and also have remote work capability and increase security to do that. Did we miss something? Probably, but …

Mr. Williams - These are the projects you’re going to do. There’s your list. There’s your pricing. That’s what it should be. I mean …

Ms. Viele – Okay

Ms. Zambrini – I have a question.

Mayor – Go ahead.

Mr. Williams – I tell people, not you.

Mayor – Right.

Mr. Williams - You’re just the mayor.

Mayor – Sorry.

Mr. Williams – My domain here.

Mayor – I know.

Mr. Williams – Okay. Go ahead.

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Ms. Zambrini – Um, under number two, the administrative – um, the administration building, police and wastewater air purification UV HVAC installation. Out of all this, what’s going to need changed and maintenance and filters are going to need to be changed and I don’t know who’s going to do that and how much it’s going to cost.

Mayor – So, on this sheet here, if you go over on the quote – D & G – um, there’s a lifetime warranty on some of the electronics, there’s a two-year warranty on the lamps, there’s a one-year labor warranty, um, to my knowledge, there are a number of the filters that would be provided with that. I don’t know once the application gets installed, meaning those filters, how long those filters last. Obviously, we already have filters. This is just a step up to protect everyone inside the …

Ms. Zambrini - I’m assuming they’re going to be changed periodically and, I don’t know, are your furnaces on the roof here?

Mayor – Yeah. We have a maintenance …

Mr. Williams – This is something I know about.

Ms. Zambrini – Oh, okay.

Mr. Williams – Unfortunately because the company I work for is trying to save money, so they got rid of a company like D & G and we had to do all of this. So, if you keep them, I don’t know what your contract states, but we do monthly inspections and usually change filters every 4 to 6 months.

Ms. Zambrini - Who here is going to do that?

Mr. Williams – Not our employees. You’re going to have D & G do it or whoever takes care of your heating.

Ms. Zambrini – Okay. That’s what I would expect, correct?

Mayor – Right. Yeah, they handle …

Mr. Williams – That’s what - I don’t know if you have one now, but do we have a contract, like a maintenance contract with them Michael? So, with difference in price would be- because we just did this, we didn’t do the lighting, but we – they upgraded all the filters. It’s just a higher price for the filter, but we get a better filter and capacity. Kinda like putting them HEPA’s in your house filter. Is the price gonna go up? For your filters, probably. But I don’t think your maintenance …

Mayor – I don’t think the maintenance contract changed.

Mr. Williams - Is that who we have it with, D & G? I wouldn’t imagine your maintenance contract is going to go up because they probably quoted inspections monthly, quarterly, …

Auditor - It’s quarterly.

Mayor – Quarterly. So, it will just be the change in – if we have filter A now, now we’re using filter B, the difference then …

Mr. Williams - And I know most of them, that covers labor, and we have to pay for any materials they use, so …

Ms. Zambrini – I just didn’t know if it was an internal thing or, or …

Mr. Williams – No, we’re not going to get charged for that.

Ms. Zambrini – Ahh, that’s my first question. My second question is for the laptops for council, so we – if we get – let me be clear on this – if we get our individual laptop, we will no longer be getting city business on our personal equipment? Does this also mean that our emails are going to change, and do we have to get designated emails if we (inaudible)?

Mayor – Yes.

Mr. Williams – I’m on that. I have one of the quotes right here.

Ms. Zambrini – Okay. Well when we give out our, our, contact information with citizens, you know, I, you know, it’s just going to be a matter of having to …

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Mr. Williams – I have the quote from Micro Doctor, and I have yet to receive anything from Involta. Micro Doctor’s – for, let me see, nine new email accounts, it will cost us $45.00 a month and a one-time $855.00 setup fee. Joann just got this today. And if we want Microsoft 365 business basic, it’s 5 bucks a month. We’ll have a mobile version of Word, Excel and – did you see this Michael? Which one – the business standard or the basic? The basic would work for us, wouldn’t it?

Auditor – Yeah, it’s going to give you – I mean – well, I shouldn’t say might, maybe Power Point or Access, but most people don’t need that. Word and Excel

Mr. Williams - I don’t think we’re going to be doing Power Point presentations or nothing – you guys aren’t going to send them that way I don’t think. Well, that can be figured out at some point, but so far, um, that’s where we’d be at. The $855.00 for the one-time setup fee and then $45.00 a month. So, it’s $5 bucks a month – um – unless they’re figuring – that’s what this is. This business basic. Or is it $5.00 a month for each email?

Auditor - I’ll have to look at it again.

Mr. Williams - Alright. We’ll go through that. I mean if I don’t hear from Involta by Monday, we’ll probably …

Mayor – To my knowledge, that is part of what we are waiting on – on the highlighted items.

Mr. Williams – I didn’t know it was that difficult to tell me how much – and that should be coming to me or Lorrie, cuz Lorrie sent for the information, but …

Mayor – Correct.

Mr. Williams – I’ll discuss this with you Michael when we get done, if I could. Um, any other questions?

Mr. Kerr – I just have one. I remember when we mentioned at the last meeting on number four with the mask/temp sensors and I realize it’s a good idea – I know Sharon has them at their hospital – Okay, so you have them and I’m so pleased that you’ll have them here. So, Mrs. Jones comes in, she goes to pay her utility bill and she scans high at the front door and who’s gonna police her and kick her out?

Mayor – So, this technology from Total id Solutions – it has obviously goes in your network, okay, so it’s on your Wi-Fi. It’s set up that way. As soon as, you know, it’s going to tell you that you have a temperature, number one. So, the person has total disregard, then at that same moment that kicks that out, it sends an email. Technically, it could go to my assistant cuz she’s on her computer all the time – that someone is in the building – you know, it will go to an employee …

Mr. Williams – I volunteer Marianne. She’ll kick people out.

Mayor – At some point, you would hope that people would respect that in fact that they do have a temperature – also for our employees – they check in to make sure that they don’t have an employee when they come to work. Um, so, it serves two purposes. Is it unfortunate that people have continued to come into this building without a mask on? Yes. Are we going to get to a point where the safety of our employees and the public building is at harm? Yes. Are we going to have to shut down again? Possibly. Where it’s closed to the public again. You would hope that we wouldn’t get to that point again, but you have to have all items on the table. Especially for safety in a public building.

Mr. Williams – Michael, do you want to add anything?

Auditor – Nope.

Mr. Williams – Okay. Well, I guess I’ll just – since I questioned the price, but let’s be fair – I questioned both prices, on the training rooms. $17 grand for each one and that was not to have to have it pull off of this list if there’s a true need for it. So, I don’t know what council’s wishes are – you know. Like I said, when you showed me the paperwork, with that one I mean, I know it’s free money but you still have to be frugal with it and I – you know - $17,000.00 for a training room seems a bit much to me, but maybe I don’t know what I’m talking about, so that’s okay. But that was not my intent to have that training room removed if it’s needed. So, I – you know – I’m just asking, I guess.

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Mayor – The chief’s office – that training room quote came to $5,463.00 – I’ve asked to have it revised to find lower cost items.

Mr. Williams - How about the one in the basement?

Mayor – To my knowledge, when I inquired about that, there was a lot more items that are needed, including the bulk of that expense which is the specialized – what was the term – smart board – the 86 inch smart board.

Mr. Williams – Okay, so let me ask this question. That’s going in the downstairs area. Is that going to infringe on the gym we’re supposed to be providing for the employees?

Safety Director – No sir.

Mr. Williams - I just want to make sure because that’s in the contract that we’re supposed to provide them. Yes, sir.

Safety Director – That would not …

Mr. Williams – Could you come up to the mic Lou, because she says she can’t hear you when you …

Safety Director – I’m sorry. That would not infringe there. The training part is separate from the …

Mr. Williams – Okay. I wasn’t sure. I haven’t been down there in so long. I don’t …

Safety Director – And one other thing, the chief’s office one, we’re waiting for an updated quote on that. I asked them to try and reduce the cost on some of that. That’s why we’re waiting for an update on that.

Mr. Williams – Okay. Well, when I kind of questioned that first one, I didn’t know about that whatever – write on board and all that. The one in the electric department – I mean, just – you know – maybe their quote didn’t spell it out real well, but you know $1,800.00 for a sound bar? Could we put $100.00 speakers like Bobby’s putting in his office and ceiling, wherever, in that training room?

Mayor - That is part of the – if we can find a different product …

Mr. Williams – Cuz they’re trying to re-quote that?

Mayor – Yes. So, then I ask council because council makes that decision. If you think it’s a valuable thing to have at the service center – to have a training room, a conference room like the chief’s, the remote learning for training and staff meetings, that was – they were identical quotes. What would be at the electric and then what would be in the chief’s office. So, if council feels that that’s a valuable thing – for to have something down at that service center, that quote could then be added in. That’s completely up to council. Obviously when I talked to Mr. Palestro, he said it was not necessary that since he would have a laptop that then he would be able to use that for other departments. So, that was the reason why it was removed, but, like I said, once we get the revised quote, hopefully it’s less money – that that could be something – but that’s up to council.

Mr. Williams – No opinions?

Ms. Zambrini – You said the training room for the service center was, is not on here?

Mayor – Correct.

Ms. Zambrini – There’s a lot on here. All of the items on here are doable. They’re attainable by the time that they need to be done by. Is that correct?

Mayor – You would make every concerted effort to obviously encumber that money next week, put the orders in, get the process started, and obviously the contractors would be made aware that everything needs to be done as soon as possible. As of right now, unless it’s changed, February 1st.

Mr. Williams - Yeah, cuz they were giving another 60 days or 30 … because they understand it. Alright, so, let me just ask this, so the training room for the electric department is off the table? That’s council’s decision?

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Ms. Zambrini – Yeah. As long as Mr. Palestro said he doesn’t need it, correct? Because he’s going to have his laptop.

Mayor – Obviously, he originally asked for it, you know, got the quote to have something down there. After some discussions, once that quote came in – the whole $1,800.00 sound bar – you know, trying to find lower priced alternatives to be frugal with money to use in other places. That’s when a decision was made to say, you know if we could just use a laptop. So, would I think it would be valuable for our employees? 100%, but is it something that is completely necessary versus some of these other projects that we’re working on? That’s where we’re at with it. If council sees the value in it, then we know it will be approximately between the 4 to 5-thousand-dollar range cuz it includes its own separate computer, its own separate infrastructure …

Mr. Williams – If I could just – yeah. We preach and preach about training for our police department. Well, I shouldn’t say we preach – that’s one of the main things we talk about, we fund it… you got guys climbing up a pole with 138,000 kb and we’re not worried about their training? We got guys going down into a hole to fix a sewer line, fix a water line and we’re not worried about their safety training? Okay. That can be done properly …

Ms. Zambrini – Well, utilities – what do we – any comment from utilities?

Mr. Kerr – I’d say – I agree with President of Council with training. Like if you’re on that pole, you’ve got that gas – if that thing collapses, you’re on a water break, you’re on a this, you’re on a that, I’m all for it. Like, I agree, if we do this stuff for the police to keep them safe, I’m like let’s go for it because, like you said, I mean, I’ve been on calls years ago where you just hear that wire going nnah, nnah, nnah, nnah, you die. Okay? You die. These guys go through that stuff like butter and they’re very proficient at their job. I’d say we should do it.

Mr. Williams – I think too as we discussed earlier, Mike, with in earlier meetings, with the fire department, I know they do, the electric does some training with our officers. If this is set up, they can bring the fire department in – whatever – and I would have to think that this could be utilized by all departments because electric money is not paying for it.

Mayor – Correct.

Mr. Williams – So, it’s not just for electric. It’s for …

Mayor – the service center.

Mr. Williams – All the employees. Cuz, I don’t know how it works here, but I know like where I’m at, we have mandatory monthly safety training that you gotta go – you know – up to the main office, . the training room and do your monthly training. I’m sure there’s gotta be something like that here. So, maybe we can make it better. But it doesn’t necessarily have to cost $17,000.00 to do that. That’s just my …

Ms. Zambrini – Mr. President?

Mr. Williams – Go ahead.

Ms. Zambrini – So, with further elaboration, because we see a lot of these projects – if you don’t know the background information on it, it’s hard to make a decision. So, with further elaboration, I can see the need for that. For some reason, when you say the service center, I automatically think of the street department. I don’t why. I’m like well I don’t know if they need …

Mr. Williams - Well the service center is electric, water and street.

Ms. Zambrini – Right. And I can see – and then what threw me off was that Mr. Palestro didn’t specifically ask for it or he was – kind of backed out of it – then, you know, I, – it makes you wonder, well does he really need it? But Mr. Williams brought up the safety factor and I agree, electricity is a scary thing.

Mr. Williams - Well, maybe we need – don’t need $17,000.00, but you need something better than a laptop to present a safety training.

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Mayor – My personal opinion – the quote that comes back from Involta on the updated, reduced cost in the chief’s office – that will be the same concept that we can put down at the service center. And I can add that in – I’ll have that quote on Monday. It was supposed to be here late today, unfortunately it did not…

Ms. Zambrini – And did that relate to the coronavirus bylaws? Which one?

Mr. Williams – The same as that – um, which one …

Mayor – You could go to the back side on the bottom- to build functionality of government services the public online in-person interaction – but you can always remember that these virtual – you know – office type setups – they’re going to have the ability to communicate to the consumer or to communicate …

Mr. Williams – If (inaudible) is offering some kind of training – our guy can do it here, he doesn’t have to go there if there’s – I know our guys are supposed to be getting their water licenses or whatever – maybe that could be used for this too cuz I’m sure none of that stuff is in person.

Mayor – Right. You would do – instead of in-person, you would do the training online, plus there’s the aspect if a utility customer has a problem that they could video-conference at the service center where the electric foreman could sit there and have someone take their phone and show them

Ms. Zambrini - Instead of inter-personal?

Mayor – Correct.

Ms. Zambrini – Thank you.

Mayor – I’d be more than happy to add that on to the actual appendix that then would be – you know, voted upon on Monday evening.

Mr. Williams – Anyone else? Mr. Toda?

Mr. Toda – Yeah. When you add that on to the projects there. Ah, would it just be a matter of reducing the $222,644.00 for the funds for personnel costs? Just reducing that number by whatever you adjust the top number, correct?

Mayor – Correct.

Mr. Toda – As long as we keep it all in balance.

Mayor – It all balances. That’s the concept.

Mr. Toda – Okay. I’m happy.

Mr. Williams – No you’re not.

Mr. Toda – No, I’m not (inaudible) my motorcycle.

Mayor – So, just to make sure everybody understands, the three highlighted items on the front page – those are the ones that have the potential to change and then there will be a fourth item added that will then match the police chief’s office – the tech stuff for that – that would be specifically at the service center.

Mr. Williams – So, we’re good? Everybody good with this list? Okay. Well, if we want, we could … Mark?

Law Director – Well, I mean, I’m going to have to have that early Monday – sometime, let’s say by noon. I could give you the outline of the ordinance now and then I’ll put that on – I mean, the numbers we pick on Monday we’re going to have to - we can’t keep adjusting them.

Mr. Williams – Right. It’s whatever we pass Monday, is what it is. If it’s not here, it’s off.

Mayor – Yes.

Law Director – (inaudible)

Mr. Williams – You’re going to have this request, right?

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Ms. Zambrini – Yes. Just that top - the top two lines.

Mr. Williams – Then give it to me, so I can read it.

Ms. Zambrini – Okay.

Mr. Williams – Then Ryan, you’re going to do yours?

Mr. Hallapy – I can do it now or on Monday.

Mr. Williams – We might as well do it now, that way it’s …

Ms. Zambrini – I also have two for tonight

Mr. Williams – Huh?

Ms. Zambrini – I have two for tonight – requests – besides that.

Mr. Williams – Okay. We’ll talk about them. Hold on a second. Do you guys have requests for legislation papers?

Mr. Hallapy – Yes.

Ms. Zambrini – Yes, I do.

Mr. Williams – So, what’s your other two?

Ms. Zambrini – Okay, I have, um, budget and final item appropriations. One’s for the for the clerk, one’s for you. I have Mark’s here.

Mr. Williams – Okay. This is all stuff for the end of the year.

Ms. Zambrini – Right. If we request it tonight, we can pass it on – I believe it needs passed on Monday night, correct Michael?

Auditor – No. Those could go to the second meeting in December.

Mr. Williams – Yeah. Cuz this stuff he won’t do till he closes the books, right? Okay. Ryan do you have a copy of what you’re going to request tonight that I can have?

Mr. Hallapy – I just have the one that’s for the meeting. I can give you the copy after I’m done reading it.

Mr. Williams – You’re not going to request it tonight?

Mr. Hallapy – Yeah.

Mr. Williams – Oh, okay. Cuz that’s where we’re going next with requests for legislation.

Mr. Hallapy – I’ll read it and then bring it up to you.

Mr. Williams – Okay. Alright, so, the meeting was called to discuss this. We’re pretty much there, so we can request legislation and we’re not going to consider anything tonight, so, Robin, if you want to do your requests?

**NEW BUSINESS & REQUESTS FOR LEGISLATION-**

It was moved by Ms. Zambrini with a second by Ms. Viele to have the law director draw up the necessary legislation for an ordinance allocating and encumbering funds for the coronavirus relief fund distributed to the city of Hubbard, Ohio and declaring an emergency. Motion passed. Vote unanimous.

It was moved by Ms. Zambrini with a second by Ms. Viele to have the law director draw up the necessary legislation adopting an operating budget for the City of Hubbard, Ohio and establishing appropriations in various city funds for the 2021 fiscal year. Motion passed. Vote unanimous.

It was moved by Ms. Zambrini with a second by Ms. Viele to have the law director draw up the necessary legislation adopting final line item appropriation amendments in the 2020 budget. Motion passed. Vote unanimous.

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**NEW BUSINESS & REQUESTS FOR LEGISLATION-**

It was moved by Mr. Hallapy with a second by Mr. Crowe to have the law director draw up the necessary legislation authorizing an agreement between the City of Hubbard and the Fraternal Order of Police to waive the provisions of 4117.14(G)(11). Motion passed. Vote unanimous.

Mr. Williams – This is to extend or … - the contact? Is that what this is?

Safety Director – Yes, if we do not have an agreement by the end of the year, this would extend the contract if there was a need for conciliator to waive the fees for that particular action

Mr. Williams – Okay. Thank you, Lou.

A motion was made by Mr. Toda with a second by Mr. Mogg to adjourn. There were no questions or comments on the motion. Motion carried. Vote Unanimous.

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Marianne Hallapy, Council Clerk William Williams, President