

COMMISSIONERS MEETING, MONDAY, JUNE 18, 2007

Sharon A. Ray called the meeting to order at 9:32 a.m. with Patricia G. Geissman and Stephen D. Hambley present.

The meeting opened with the Pledge of Allegiance and a prayer.

The oral reading of the minutes of June 11 was dispensed with as each Commissioner had read them personally. Mrs. Geissman moved to approve the June 11 meeting minutes; the motion was seconded by Mr. Hambley. There was no discussion. Roll call showed Mrs. Geissman abstaining (because she was at an out-of-town conference) and Mr. Hambley and Ms. Ray voting AYE.

Doug King, Administrative Assistant in the County Engineer's Office, presented and reviewed the resolution amending the contract between Spatial Data Partners to provide additional services. Mrs. Geissman moved to approve the resolution and Mr. Hambley seconded the motion. There was no discussion. Roll call showed all Commissioners voting AYE.

Commissioners reviewed the June 7-13, 2007 weekly permits list.

Scott Miller, Finance Director, presented and reviewed the following resolutions: (1) amending the Annual Appropriation Resolution; (2) amending the 2007 Appropriations Resolution by transferring appropriations; (3) authorizing the purchase of 7,100 gallons of regular unleaded gasoline for the Engineering Center; (4) authorizing the Medina County Sheriff's Department to purchase one 2008 Crown Victoria; and, (5) authorizing the execution of agreements with Chris Ruff (Help Me Grow coordinator) and Amy Perine (ICAT coordinator) for independent contractor services for the Family First Council. Mr. Miller requested payment of the weekly bills in the amount of \$6,333,001.012 (\$5.1 million of that was for the semi-annual debt payments to the OWDA). Mrs. Geissman moved to approve the five finance resolutions and payment of the weekly bills; the motion was seconded by Mr. Hambley. There was no discussion. Roll call showed all Commissioners voting AYE.

Holly Muren, Human Resources Administrator, presented and reviewed a resolution approving personnel changes for the employees under the jurisdiction of the Medina County Commissioners. Mrs. Geissman moved to approve the resolution; the motion was seconded by Mr. Hambley. There was no discussion. Roll call showed all Commissioners voting AYE.

Chris Jakab, County Administrator, presented and reviewed the following resolutions: (1) approval of a memorandum of understanding for Workforce One-Stop System Partner financial participation; and, (2) approving the acquisition of property in Westfield Township corresponding to the Flood Mitigation Program Grant. Mrs. Geissman moved to approve the two resolutions and Mr. Hambley seconded the motion. There was no discussion. Roll call showed all Commissioners voting AYE.

Jim Troike, Sanitary Engineer, presented and reviewed the following resolutions: (1) authorizing the Sanitary Engineer to obtain easements for various sanitary sewer improvement projects; and, (2) revising Resolution No. 02-208 increasing the cost for the sale of bulk yard waste compost. Mrs. Geissman moved to approve the two resolutions and Mr. Hambley seconded the motion. Mrs. Geissman inquired about the cost of compost. Mr. Troike answered that the current cost is \$1.25 and will increase to \$1.75 per bag; the cost per ton was \$25 and it will increase to \$41. The increase will cover the costs to produce the compost. There was no further discussion. Roll call showed all Commissioners voting AYE.

Patrice Theken, Department of Planning Services Director, reminded that the revised subdivision regulations will become effective Wednesday, June 20. They will be available on their website, www.planning.co.medina.oh.us, and in paper form. The audio conference from the American Planning Association regarding Complete Streets is scheduled for June 21, 3:00 p.m., at 124 W. Washington St. A complete street is a safe, accessible, and convenient street for all users regardless of transportation mode, age, or physical ability. Complete streets adequately provide for bicyclists, pedestrians, transit riders, and motorists. They promote healthy

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communities and reductions in traffic congestion by offering viable alternatives to driving. The American Planning Association provides many audio conferences; although attendance at the live conference is usually low, the CDs are available for loan to communities.

Ms. Theken noted that they received three applications for the Comprehensive Plan Grant Assistance Program. They've been reviewed, but not finalized. Ms. Ray inquired if the communities that had applied are ones that haven't updated their plan recently. Ms. Theken answered that two of them are for comprehensive planning and one is for implementation of a recommendation from their plan. The three communities that applied are Spencer Village, Westfield Township, and York Township.

Charles Huber, Chief Building Official, reported on the monthly permit activity for May 2007. There were 54 new housing starts; there were 90 in 2006, 96 in 2005, and 117 in 2004. For both residential and non-residential permits, revenues were down 5.1%. For May 2007, there was \$99,700 collected; \$105,000 in the same month of 2006. Revenue figures are affected by the building permit rate increase that took effect May 10. Year-to-date figures show a decrease of 17.2% for revenues. Residential permits by townships show Montville Township having the most activity, both for the month of May and year-to-date, followed by Brunswick Hills Township and then Hinckley for the month of May and York Township for year-to-date. Non-residential permits show Wadsworth City with the most year-to-date activity and Brunswick Hills for the month of May.

Mr. Huber presented and reviewed the resolution authorizing a request to the Ohio Manufactured Homes Commission to certify the County of Medina for enforcement of the Ohio Manufactured Homes installation standards to exercise authority and accept and approve plans and specifications, and make inspections, and authorizing agreements to provide enforcement services within municipalities. Mrs. Geissman moved to approve the resolution and Mr. Hambley seconded the motion. There was no discussion. Roll call showed all Commissioners voting AYE.

Mr. Huber announced that Medina County has been certified by the State of Ohio Board of Building Standards as a residential building department. The necessary personnel have been certified and trained to enforce the state's new residential Code of Ohio that regulates one-, two-, and three-family residential construction.

Ms. Ray read a resolution commending Rosemary Evans for her 14 years of service with Medina County working for the Child Support Enforcement Agency. Mrs. Geissman moved to approve the commendation and Mr. Hambley seconded the motion. There was no discussion. Roll call showed all Commissioners voting AYE.

The meeting was opened for public comment. There was no one wishing to speak at this time.

Mr. Hambley introduced Lynn Remington, Superintendent of the Medina County Home. She was recognized for 35 years of service as of June 19, 2007 and presented a pin and engraved crystal paperweight. Mr. Hambley thanked her, on behalf of the County Commissioners, for her years of dedicated service. Ms. Remington noted that her first job was as a cook; she thanked everyone for their community involvement on behalf of the County Home.

The Clerk read the resolution to allow the expenses of county officials. She also read the resolution to allow the expenses of the County Engineer. Mrs. Geissman moved to approve the two resolutions and Mr. Hambley seconded the motion. There was no discussion. Roll call showed all Commissioners voting AYE.

Ms. Ray read the notice from the Ohio Division of Liquor Control regarding a transfer of a liquor license from Hat Creek Co., Inc. 6757 Center Road, Liverpool Township, Valley City, Ohio 44280 to Windward Enterprises Inc., DBA The Riverstone Tavern at the same address. It is for a D5 and D6 permit class, which is "Spirituous liquor for on premises consumption only,

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beer and wine for on premises, or off premises in original sealed containers, until 2:00 a.m.” and “Sale of intoxicating liquor on Sunday between the hours of 1:00 p.m. and midnight”. There were no comments.

The meeting recessed at 9:22 a.m. for the Commissioners to stay in the same room for the Discussion Session at 9:54 a.m.

Discussion Session

Jim Troike, Sanitary Engineer, said Rustic Hills has been discussing the option of sewers for many years. They have smaller lots with individual septic systems and there have been several issues for years. The Health Department is recommending that the county install sanitary sewers in the development. The Rustic Hills Homeowners Association polled the 210 residents to see whether they wanted to have sewers put in or not and the results were 101 “yes” votes, 45 “no” votes, and 64 people did not vote. There was a majority that voted that wanted the sewers, but there were many that did not vote. The Sanitary Engineer’s Office personnel attended meetings with the residents to discuss the merits of sanitary sewers. Although the process is difficult and long, the engineers are willing to do whatever the Commissioners and residents want.

In a memo, Mr. Troike outlined the process. A resolution is needed from the Commissioners to authorize the Sanitary Engineer to prepare a plan and a detailed cost estimate. In the past, a general estimate was given based on a general design; the assessment wouldn’t exceed \$10,000. Mr. Troike also gave the Commissioners a copy of what the Homeowners Association gave to the residents, the pros and cons and other information. Mr. Troike made the recommendation that the process begin so that plans could be prepared in-house and a detailed cost estimate prepared. Afterwards, a public hearing would be held.

Steve Mazak, coordinator of the sewage program at the Health Department, stated that almost everyone realizes the maintenance of a household sewage system. The Health Department is impartial on whether the homeowners should utilize septic and public sewers. Replacement costs range from \$8,000 to \$10,000 for a discharging septic system. A non-discharging system is about \$15,000. For most aeration systems, over a ten-year period, the cost is about \$4,000 for electric usage plus the cost of about three or more aerators. It was his opinion that if the opportunity arises to use a sanitary sewer, residents should take it because the EPA is getting stricter regarding discharge requirements.

Dave Wetzel, representing the Rustic Hills Homeowners Association, stated that he has been president for the last 12 years. He noted that Rustic Hills was built in the 1960’s and into the 1970’s. The anticipated life expectancy of a septic system is around 35-40 years, at best. The Homeowners Association’s board has been very aggressive to make sure that the septic systems are inspected every year, that the aerators are working, and that homeowners are pumping their systems properly. If there are deficiencies, the homeowner is notified and if the problem isn’t remedied, the Health Department is notified within 6-12 months. About six residents have had to install new septic systems. Through inspections, they have seen that the concrete in the septic systems have begun to erode and there have also been significant problems with new homeowners who aren’t familiar with septic systems that don’t know how to properly operate and maintain them. Within the septic systems themselves, the original builder created some unique problems; he put in common lines (not acceptable now). Every system has an off-site discharge and that ends up going into a ditch, a stream, or into one of the eight lakes in Rustic Hills.

Mr. Wetzel continued by reporting that when the Health Department checked for e-coli in Champion Creek, part of the problem was coming from Rustic Hills due to failing septic systems. Frequently, when property transfers to new owners, the old owner must install a new septic system in order to meet the present code. Many lots won’t accept the higher code standard due to lack of lot room. Three years ago, the board of the homeowners association looked at the possibility of obtaining common sewers. The main line runs down River Styx; some residents have already tapped into the line. There have been three open meetings with residents and

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representatives from the Health Department and Sanitary Engineer's Office. Numerous newsletters have informed residents and it was discussed at the past two annual meetings. He feels that most of the residents want sewers and he recommended that the county proceed.

Ms. Ray asked about those who did not vote. Mr. Wetzel answered that some people were away. He also noted that of 250 residents, only 55 attended the last annual meeting. Everyone had a full opportunity to vote and 66% did so.

Richard Wise of 3158 Country Club Drive stated that he is one of 14-15 people who live on a common septic line. Over the past five to six years, they have spent about \$4,000 to maintain the line (cutting trees down, etc.). He feels that it's common for some people not to vote and they have, in essence, said they don't care one way or another. He would very much like to see sewers because his septic is 37 years old and coming near the end of its life.

There was no one else wishing to speak.

Mr. Hambley stated that it was nearly a 2-1 vote and he clarified that the next step is that the County Commissioners will need to authorize the Sanitary Engineer and his team to prepare engineering plans with the final estimates. A public hearing would then be held. Mr. Hambley moved in favor of authorizing the Sanitary Engineer's Department to prepare engineering plans. The motion was seconded by Mrs. Geissman. Mr. Troike stated that he would prepare the necessary resolution for next Monday. There was no further discussion. Roll call showed all Commissioners voting AYE.

This portion of the meeting ended at 10:11 a.m., and the Commissioners moved to the Commissioners' Conference Room to resume the Discussion Session at 10:13 a.m.

Dr. Rob Wilder, Medina County Performing Arts Foundation (MCPAF) President, introduced Dave Blosser, MCPAF Trustee and Phyllis Griffith, MCPAF Executive Director. He distributed some financial information for the last five years for the Broadway Street Hall in the Medina County Administration Building. In 1999, they entered into a partnership and significant capital improvements were made. Rental income has decreased and they have experienced significant losses due to a couple of significant factors. Scheduling by the Foundation in the evenings and weekends has been getting done "around MCPAF" rather than through MCPAF. Also, the idea of whether they can charge non-profits to recover their costs has been questioned. Their agreement indicates they can recover their costs and they are not doing that now. He said he would like the Commissioners' perspective on those two issues. Last fall, there were discussions of the Commissioners possibly buying back the investments the Arts Foundation has made; they are still open to those discussions.

Mr. Blosser stated that they are also managing the Grace Drake Center for the Arts and that has been a large financial burden in the past, but seems to be improving. The trustees will be meeting to discuss their mission and how to proceed with that building. He stated that they have interest in having the Broadway Street Hall continue to be available to the community, but they are not able to operate at a loss.

Ms. Ray asked for clarification of the 1999 agreement. Dr. Wilder stated that the evening and weekend schedule was to be available to the Arts Foundation and the Commissioners would have use for emergencies, elections, etc. Mrs. Geissman stated that she had reviewed the last resolution and when the agreements were first drawn, everything was honored. Over the past one to three years or longer, there has been much that was not followed on both sides (perhaps because of new staff being unaware). She discussed some specific scheduling issues. Originally, the Commissioners had assessed the space to possibly be used as offices, but concluded it was cost prohibitive. She noted that the Arts Foundation and Medina County originally contributed \$50,000 each toward renovations and more has been spent over time. She stated that non-profit organizations (including Show Biz) were to be charged to recover costs only (security, lighting and equipment rental, etc.) Mr. Hambley asked if the county's compliance with the lease would resolve MCPAF's issue of rental income versus expenses. Dr.

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Wilder said that would help, as well as MCPAF finding someone to manage the schedule and get it to the Commissioners on time. Mrs. Geissman brought up that the contract required MCPAF to have the restrooms on the second floor professionally cleaned after each performance. At first, they contracted with the same company that the county used, which was costly. They got lax because the restrooms weren't very dirty and the Commissioners let that requirement slide.

Mr. Jakab asked why the Arts Council does not have to go through MCPAF to book the auditorium. Mrs. Geissman said the county also has the right to book non-profits and they are charged for the county's security. Dr. Wilder said that would not cover the lighting supplies used by the Arts Council that MCPAF would have to replace and other expenses they incur. Mrs. Geissman said there are also items of theirs in a backstage cage and if others use them, MCPAF should charge a fee. Mr. Jakab said he does not see in the lease where the county schedules the Arts Council. The lease reads that MCPAF does all the scheduling for events held after county business hours and on weekends. Mrs. Geissman said that may have been in the original resolution, but they need to abide by the most recent resolution's lease (Resolution No. 02-535). Mr. Jakab said the county approves the use of Broadway Hall for non-profit organizations in advance, but MCPAF is to do the scheduling. The county may have also gotten away from the rules and they need to be more mindful of that. Mr. Hambley said Mr. Jakab could work with Dianne Ranftl and MCPAF to assure compliance of the lease.

Ms. Ray asked if the lease stipulated that MCPAF could charge for costs and Mrs. Geissman said it did. Mr. Jakab pointed out that MCPAF's expenses are different from the county's expenses such as security, cleanup and maintenance; MCPAF has lighting and repair expenses. Putting together an annualized budget, determining what the rate should be based on those budget expenses, is the way to charge and still stay compliant with the lease. Dr. Wilder said they were financially breaking even until this past year. Mr. Jakab asked if the organization officially adopts an annual operating budget. Mrs. Geissman asked if they charged a certain fee for using their lighting, for example. Ms. Griffith said they did, and up until this current year it was enforceable and acceptable to all parties involved. The charge is \$100 per day on performance days and \$25 per day when an organization is rehearsing or doing set decoration. Mr. Jakab reviewed the charges and expenses and suggested they expand what is covered under the annualized budget which should allow them to recover the costs. It should help them to know that they are in charge of Broadway Hall's scheduling outside of county offices' business hours and they can charge those costs to recoup their expenses as estimated in their annual budget. He assured Dr. Wilder, Mr. Blosser, and Ms. Griffith that the county would do their best to comply with routing the scheduling back to MCPAF for non-business hours.

Ms. Ray asked if the group felt the resolution was adequate. Mrs. Geissman said it needed to be redone because there are a couple of issues that have caused them to fail to comply. It is unrealistic to expect MCPAF to present a three-year advance plan. They have no way of knowing who will approach them over three years to schedule an event. She requested that the resolution be updated because there are flaws in the contract that cause people to fail. Ms. Ray suggested that Mrs. Geissman work with MCPAF on an agreement to be discussed at a later date.

There was a short discussion about a request by MCPAF to name the theater within the Broadway Street Hall after Dr. DeLorre and Lily Jean Haddad. Dr. Wilder said it was not meant to supplant the Broadway Street Hall. They would place a plaque on the wall inside the auditorium in their honor. The Commissioners agreed to the request since it would not be renaming a county building. Mr. Jakab will help find the most appropriate and visible location for the plaque.

Ms. Ray said the demolition project on the old Prosecutor's Office and gas station behind the Courthouse went very well. It was on schedule and should be completed today. The crew removed the woodwork that was salvageable. She said it is amazing how quickly buildings come down and how slowly they go up. Mr. Jakab said the grading should be done today and grass will be planted. They were able to save some trees and bushes. The salvaged items are in storage to be auctioned off when authorized by resolution.

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Mrs. Geissman asked the cost of the two items that were that were given to Lynn Remington today, and if this was going to be county expense or if Ms. Ray and Mr. Hambley were doing that, because she knew nothing about it. Mr. Hambley said they talked about it briefly last week. Ms. Ray said Human Resources actually brought it up. Mr. Hambley said Mr. Berkowitz brought it up and it's a minimal cost; it's just a little glass thing. Mrs. Geissman said she didn't see it in the minutes. Mr. Hambley said, no, this was actually after the meeting. He talked with Mr. Berkowitz and then ran it by Ms. Ray and Mr. Jakab. They said why don't they go ahead and start doing this. They wanted to do it because Mrs. Remington's employment anniversary was Tuesday and so they said, let's go ahead and do that. Mrs. Geissman said one of them could have let her know so that she wasn't surprised today. She was at the office on Wednesday, Thursday, and Friday; she saw them when she was there this last week. That's violating the Sunshine Law when they're spending money without any public discussion or even asking her about it. She said she doesn't appreciate that, so from now on, to make sure that she is aware of anything that they're spending money for. Mr. Hambley said he was sorry; this was a small expense. Mrs. Geissman said it doesn't matter.

Ms. Ray asked Mrs. Geissman if she is the liaison to Human Resources, and Mrs. Geissman said she is. Ms. Ray said Mr. Berkowitz should have probably sent her an email then. Mrs. Geissman said she got nothing, knew nothing about it, and was very surprised. That's why she asked Mrs. Remington to open it. She wondered what the Commissioners were giving her; she was not even aware of anything. Decisions shouldn't be made without at least consulting her. Mr. Hambley said the total cost was \$50-60. Ms. Ray said she didn't even think it was that much, but Mr. Berkowitz should have sent Mrs. Geissman an email. She said she would certainly mention it to him. Mrs. Geissman said one of them could certainly have said something to her, too. Mr. Hambley said they've always consulted with each other in the past.

Mrs. Geissman said it was a very good conference and she was asked to sit on a committee in Columbus with the County Commissioners Association of Ohio (CCAO) to resolve school funding through a sales tax for operating funds. This would give schools in Ohio their own authority so they can rescind the one that was passed in Medina County. Mr. Jakab said the Medina County sales tax was for schools' permanent improvements. Mrs. Geissman said this one would be for operating fund and they would be recommending and presenting two or three options for the legislators. All of the school districts in that county would have to be in favor of it and work together as they did in Medina County. Mr. Hambley pointed out that this is a shift in the CCAO Board's position on the issue. Mrs. Geissman said the Board of Director's had voted to be against having their own authority, but they are looking at it differently now because there are many counties that are very concerned about funding their schools.

Mr. Hambley said there was a request from Medina Creative Housing to endorse a federal grant that they submitted to the U.S. Department of Housing and Urban Development for HUD projects. Medina Creative Housing is proposing to develop two housing projects for the disabled population: (1) corner of Reagan Parkway and Huntington Street in Medina, and (2) Keller-Hanna Drive and Pearl Road in Brunswick. The other Commissioners agreed to a letter of support.

Mr. Jakab said Tom Maupin, Maintenance Superintendent, asked to be able to retain the services of the additional staff worker that filled in while another worker served overseas in the military. That person has returned safely and based on current demand, Mr. Maupin would like to retain that additional person, at least until the end of the year. This would enable the Maintenance Department to catch up on their workload and to decrease the overtime expense. The Commissioners will take action next meeting.

Mr. Jakab said they needed to schedule a public hearing for the Community Development Block Grant (CDBG) application that is due in July. Dianne Ranftl had sent them a memo listing the various projects. Mr. Jakab said he would discuss their project preferences with each of them individually so they can move forward and begin advertising for the hearing.

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Mark Olson, Bialosky + Partners Architects LLC, presented and reviewed "Preliminary Needs Assessment, Space Program & Feasibility Study, Medina County Courthouse". He said they were asked to formulate a concept plan for the Medina County Courthouse for present and future needs (7-10 years into the future). He gave some background on the process of how they arrived at their conclusions. They started with a questionnaire to all the key members of the courthouse staff (judges, magistrates, Clerk of Courts, Law Library Director, etc.) to establish their expectations and goals. The Courthouse has expanded beyond its bounds and uses every space to its maximum; there are multiple people in multiple offices.

After the questionnaire process was summarized and more information was gathered through interviews, a programming document was prepared that projected the expansion needs of the courthouse taking into consideration the existing space. Based upon the existing and future goals of the staff, they projected the expansion needs of the Courthouse. Mr. Olson noted that in a program document, the square footages and the room identified are concepts. In the program document for example, the conference rooms for each judge could end up being one shared conference room when they physically create the new space. They created physical expressions of the expansion into four schemes/options.

They not only studied the building, they studied the site. There were two options for the site; one of the options was that the existing parking lot would remain the same and the additional lot added on the southeast corner (where the two buildings were recently demolished) would be added to the existing parking spaces. The second option was the site being totally regraded and a uniform and code-compliant parking lot was created. He noted that when they followed the zoning requirements, they actually came up with fewer parking spaces, even with the additional lot. This is because the parking configuration and parking-space size on the present parking lot are substandard based on zoning code, but that is not unusual. Mrs. Geissman said in order to get more parking spaces, they should just leave it as it is and add the new area and Mr. Olson agreed.

Mr. Olson said they created two renditions of what the expansion of the facility may be. The first one was a single configuration, three stories tall. The second solution was two stories tall with two separate parts; an expansion off the Historic Courthouse building and an expansion off the newer Courthouse building. They took those schemes and met with the members they originally had interviewed to get some feedback, reconfirm that the program was the program, and then finalize those schemes. Based on that information, they had PCS devise a formal cost estimate for construction; not only for the new building expansion, but the renovation work as well. A target budget was created that caused them to look into how they could phase the two original schemes to meet budget constraints. There were immediate need and some future needs.

They were requested to add a third scheme to take the entire project and fit it within the target budget that was established for the project. They traded a three-story addition, but they took 5,000 square feet from the smallest scheme that they created. Removing the 5,000 square feet caused them to have to renovate much more of the existing building and the cost savings did not reach the goal. Then they looked into the phasing of that scheme due to the budget constraints.

The fourth scheme relocated some of the groups in the Courthouse offsite (Domestic Relations Court and Juvenile/Probate Court). This responded quite well to the program needs, phasing, and the desires of the staff and judges, but it was the most expensive. This allowed them to backfill the existing Courthouse with the needs of the Common Pleas Court, Adult Probation, and the Clerk of Courts. This worked quite well and the phasing worked well, but it was more expensive.

Mr. Olson highlighted the key points that were reached based upon the interviews in the program document that were common among almost all the tenants in the Courthouse:

(1) Secured defendant access – prisoners now have to walk through the building and share a public elevator. There is a sally port (a small controlled space with two doors) in a standard

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court facility that would come from a parking garage to a controlled holding cell to an isolated elevator. This would eliminate a Sheriff Deputy from having to “baby sit” the defendant until they step into the courtroom and alleviate some of the staffing.

(2) Common Pleas Courtroom addition – adding a third courtroom would address the issue of jury selection taking up a courtroom, could provide a courtroom for magistrates’ use, visiting judges could use it, and could accommodate a third Common Pleas Judge in the future.

(3) Project intent – It is not the intent of this the Needs Assessment to provide final architectural design or where a program should be housed. It is meant to show what type and amount of space will be required.

(4) Adult Probation’s home – they are now located in the basement of the Historic Courthouse and have asked to be relocated to a location that is not partially below-grade. The fourth scheme responds to this request and they would backfill into Juvenile Court.

(5) Centralized employee amenities – providing facilities (toilet room, lunch room, lockers, and lounge area) for the employee’s to use that are not shared with the public or with the defendants was a high priority of the employees. They requested lunchroom space so people did not have to eat at their desks and it would be a secured space on each floor. Instead of creating this for each court, they created one centralized amenity space in all of the schemes.

(6) Hotelling spaces – multiple organizations in an office building use common flexible office space and common conference room space to economize the space. Conference rooms are not used 100% of the time so the spaces can be shared to meet the program needs of the user groups.

(7) Inadequate public space – jury selection causes people to have to sit in the corridors in front of the elevators and they block the two courtrooms. The Clerk of Courts office has people standing in a line that ends up behind security and there is an inadequate waiting area and general movement area. The basement entryway is completely taken up by the security area and there is nowhere for people to stage before they go in the elevator, grand jury room, or Adult Probation.

Mr. Owen discussed the Comprehensive Space Program starting on Page 2 of the Facility Program in Section 3. It shows the projection for the new square footage for each of the groups (Common Pleas, Juvenile/Probate, Domestic Relations, Adult Probation, Clerk of Courts, Law Library and Grand Jury). There are two new sections added, a sally port secured holding area and the employee amenities. They also got feedback from the County Prosecutor and tried to accommodate those concerns.

He noted that one of the requests was to bring Mediation over to the Courthouse, but after much careful analysis with Ms. Ray and Mr. Jakab and looking at economizing the expansion and renovation to still meet the program needs, they decided to leave them where they were in the Administration Building. Also, Mediation is happy where they are and do not need more space.

The Conceptual Site Plans in Section 4 shows two conceptual site plans and a third site plan studied to address the City of Medina’s planning needs. SCP-1 is the three-story expansion alternate that shows the parking lot totally reconfigured. Mr. Hambley pointed out that the parking lot entrance on East Washington Street was eliminated. Mr. Owen said they were trying to control access to the site and there was a grading problem. Mr. Jakab said he discussed the elimination of the parking lot entrance on East Washington Street with the city and they did not voice a preference whether it was good or bad for traffic flow, but they would like to discuss it further.

SCP-2 shows the two-story expansion of the Courthouse that is really two separate buildings, one attached to the Historic Courthouse and the other connected to the newer one. They got feedback from the Historical Society and they were not concerned with the back of the

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building. It keeps the parking lot in the original configuration with the addition of the new lot where the buildings were demolished and it eliminates those curb cuts.

The other SCP-1 drawing shows the addition of landscaping with the Planning Commission's landscaping plan. They have created a screen at the corner of South Jefferson and East Washington as an entry into the square.

Mr. Owen reviewed the Scheme 1, 2, and 3 in the Proposed Conceptual Floor Plan Option in Section 5, that graphically shows the areas that are the potential areas of expansion and also the areas where they will be doing major renovation; he explained them in detail. He explained the difference between major renovation and minor renovation. Minor renovation includes new paint, patch and repair of existing ceilings, some lighting fixture replacements, and a freshening up of the space; this was considered in all the schemes. Major renovation includes the gutting of existing walls, new flooring, new ceilings, and new lighting. Replacement of the HVAC in the Historic Courthouse was considered in all the schemes. Also common in all the schemes are handicapped accessibility, first-floor centralized access point, secured holding, and two public waiting areas (secured and separated as suggested by Domestic Relations).

The Conceptual Construction Estimates in Section 6 is the detailed construction estimates created for all four of the schemes.

The Existing Conditions in Section 7 is documenting the existing site plan and building layouts so they would have something to compare to and was the basis for the drawings created.

The Questionnaire Summary/Needs Assessment in Section 8 is their interpretation of the questionnaire responses received from each group.

The User Group Questionnaire Submissions in Section 9 are the actual questionnaires.

The Reference Document in Section 10 is a reference document that he provided at the beginning of the project to help in the interview process to give everyone a basic idea, for example, how a standard conference room may be configured so they see how many people it would accommodate.

The Executive Summary in Section 2 shows the cost of all four schemes. The second section of the page is his recommendations for deduct alternates for the addition renovation work (things that could be taken out of the initial phase of work that are not immediately required). The third section of the page is deduct alternates for the site in Scheme 4 only. The bottom section is the Scheme Options, Phase 1 anticipated costs for this project including the deduct alternate.

The total cost for the complete scope of work followed by the total after the recommended Scheme Options for Phase 1 were deducted are as follows:

Scheme 1 - \$8,390,301	\$7,317,576
Scheme 2 - \$9,231,328	\$7,751,043
Scheme 3 - \$8,089,248	\$6,823,211
Scheme 4 - \$9,685,766	\$7,697,986

There was also a breakdown of those costs. The second page of Section 2 is the Option Comparison (the "pros" and "cons" of each Scheme). Schemes 2 and 4 meet all the program's requirements. Scheme 1 most successfully met the program requirements and the overall program budget. The best Scheme to meet program requirements was Scheme 4 where they moved Domestic Relations and Juvenile/Probate offsite and the one that least met those requirements was Scheme 3. Schemes 2 and 4 meet all the adequate growth needs of the courts. Scheme 4 meets the majority of the onsite document storage needs. They are anticipating that if Adult Probation were to move into Juvenile/Probate, then the entire lower level could be turned

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into document storage. This may ease the County's need for offsite storage. Mr. Owen asked if there were any questions.

Mr. Hambley said all the scenarios call for the Clerk of Courts offices to be on the main ground level but their storage would still remain on the lower level. He asked if that would present any problems. Mr. Owen said they would have access to an elevator and hopefully, there would be a transition in the near future to electronic data access. That would start to eliminate some storage requirements.

Mr. Hambley said Scheme 3 gives the Clerk of Courts the least amount of additional space and Mr. Owen said that needed to be discussed further. Mr. Jakab said the Clerk of Courts might have underestimated her projection. He said one of his biggest concerns with Schemes 1, 2, and 3 is that there is still probably not enough room for that department. Mr. Owen discussed ways to make the Clerk of Courts' Office much more efficient. He said about 1/4 of the Clerk of Courts' public space now is taken up by paper copies of public files. In three years, if that could be transferred over to electronic data, that space could be incorporated into their office space. They could also introduce high-density filing systems in lieu of rows of legal file cabinet and that would also help condense storage. Their station configurations use traditional furniture now. If it was converted into modular office furniture, they would gain back much more space as well.

Ms. Ray said she and Mr. Jakab visited the new Summit County Courthouse and they have only one point of access even though it is a huge building. That seems to be the way of all the courts these days, to cut down personnel costs for security. Scheme 4, with a new building, would not necessarily require more Sheriff's Office personnel. She commented that it was amazing how efficient the new style of furniture can be for space utilization. Mr. Owen suggested that they visit the Rocky River Municipal Courthouse and see their efficient Clerk of Courts offices in a modern configuration.

Mr. Jakab agreed with the one point of access and expanding the lobby to accommodate a potential line and have people enclosed and out of the elements during the screening process. If they go offsite, that other checkpoint could be transferred to Juvenile/Probate and Domestic Relations with no additional cost. He did not know if they would still expect a roving security officer in an offsite building, or whether they could eliminate that person based on the reduced number of people that would be in that building. The problem with moving offsite is if they have to recreate personnel; that would cost much more in the long run for operations.

Ms. Ray discussed the multi-purpose/flex rooms that could be used for offices and conference rooms that the Prosecutor requested for use by his attorneys.

Mr. Jakab said one of the key components is whether they anticipate finding space for another Common Pleas judge at some point or, more likely, finding space for additional magistrates for current judges. Other counties that are similar in population to Medina County have five, six or seven judges.

Mr. Jakab said there are certain things pushing this project in terms of more immediate needs, Domestic Relations and Adult Probation, both with poor working conditions and overcrowding. Renting is not a long-term sound solution. They also have some responsibility to try to get the Courthouse to look better. It is the building the public comes to most often. It is a bad reflection on the county and does not reflect well on the Board. The Commissioners agreed that the project needed to be done as quickly as possible especially with construction costs escalating.

Mr. Owen said the next step is for the Commissioners to narrow it down to two Schemes. These are ways for the county to organize in offering to an architect to go to the next stage. This information allows the county to make an educated decision as to what direction they want to go; whether it is a new building or an existing building with a major or minor addition. The county should also finalize the first phase of the budget.

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Mr. Hambley motioned to adjourn the meeting at 12:05 p.m. and Ms. Ray seconded the motion. There was no discussion. Roll call showed all Commissioners voting AYE.

RESOLUTIONS PASSED 6/18/07

<u>NUMBER</u>	<u>RESOLUTION TITLE</u>
07-622	RESOLUTION COMMENDING ROSEMARY EVANS FOR HER 14 YEARS OF SERVICE WITH MEDINA COUNTY
07-623	RESOLUTION TO ALLOW CLAIMS AND AUTHORIZE ISSUANCE UPON THE TREASURER IN SETTLEMENT OF SUCH LIST OF CLAIMS
07-624	RESOLUTION APPROVING PERSONNEL CHANGES FOR THE EMPLOYEES UNDER THE JURISDICTION OF THE MEDINA COUNTY COMMISSIONERS
07-625	RESOLUTION AMENDING THE CONTRACT BETWEEN SPATIAL DATA PARTNERS AND THE BOARD OF COUNTY COMMISSIONERS OF MEDINA COUNTY OHIO
07-626	RESOLUTION AMENDING THE ANNUAL APPROPRIATION RESOLUTION
07-627	RESOLUTION AMENDING THE 2007 APPROPRIATIONS RESOLUTION BY TRANSFERRING APPROPRIATIONS
07-628	AUTHORIZING THE PURCHASE OF 7,100 GALLONS OF REGULAR UNLEADED GASOLINE FOR THE ENGINEERING CENTER
07-629	RESOLUTION AUTHORIZING THE MEDINA COUNTY SHERIFF’S DEPARTMENT TO PURCHASE ONE 2008 CROWN VICTORIA
07-630	AUTHORIZING THE EXECUTION OF AGREEMENTS WITH CHRIS RUF AND MAY PERINE FOR INDEPENDENT CONTRACTOR SERVICES FOR THE FAMILY FIRST COUNCIL
07-631	APPROVAL OF A MEMORANDUM OF UNDERSTANDING FOR WORKFORCE ONE-STOP SYSTEM PARTNER FINANCIAL PARTICIPATION
07-632	APPROVING THE ACQUISITION OF PROPERTY IN THE TOWNSHIP OF WESTFIELD
07-633	AUTHORIZING THE SANITARY ENGINEER TO OBTAIN EASEMENTS FOR VARIOUS SANITARY SEWER IMPROVEMENT PROJECTS
07-634	RESOLUTION REVISING RESOLUTION NO. 02-208 INCREASING THE COST FOR THE SALE OF BULK YARD WASTE COMPOST
07-635	RESOLUTION AUTHORIZING A REQUEST TO THE OHIO MANUFACTURED HOMES COMMISSION TO CERTIFY THE COUNTY OF MEDINA FOR ENFORCEMENT OF THE OHIO MANUFACTURED HOMES INSTALLATION STANDARDS TO EXERCISE AUTHORITY AND ACCEPT AND APPROVE PLANS AND SPECIFICATIONS AND MAKE INSPECTIONS, AND AUTHORIZING AGREEMENTS TO PROVIDE ENFORCEMENT SERVICES WITHIN MUNICIPALITIES
07-636	RESOLUTION TO ALLOW EXPENSES OF COUNTY OFFICIALS
7.637	RESOLUTION TO ALLOW EXPENSES OF THE COUNTY ENGINEER

All deliberations concerning official business and formal actions by this Board of Commissioners were conducted in an open public meeting this eighteenth day of June, 2007.

Respectfully submitted,

Pam Vereb, Clerk

COMMISSIONERS _____
Sharon A. Ray

OF _____
Patricia G. Geissman

MEDINA COUNTY _____
Stephen D. Hambley