

Colleen M. Swedyk called the meeting to order at 9:30 a.m. with William F. Hutson present; Patricia G. Geissman was unable to attend. The meeting opened with the Pledge of Allegiance and a prayer.

The minutes of the January 22, 2019 Commissioners' meeting were emailed in advance. Mr. Hutson moved to approve the minutes; Mrs. Swedyk seconded the motion. There was no discussion. Roll call showed both commissioners voting AYE.

Highway Engineer Administrative Assistant Doug King presented and reviewed the following resolutions: (1) approving the final change order to the contract for the project known as MED-CRPM-FY2019 to install pavement markings on various Medina County roads in Medina County between Aero-Mark, Inc. and the Medina County Commissioners; (2) approving the Annual County Highway System Mileage Certification Report prepared by the Ohio Department of Transportation; (3) approving replat no. 2 for Westfield Terrace Subdivision locating in Lot 59 of Westfield Township; (4) approving the final plat for the Woodhaven Preserve Subdivision Phase Two located in Wadsworth Township Tract 8, Lot 24; and (5) approving annual assessment on improvements constructed under the authority of Section 61631.63 Ohio Revised Code on approximately 17.4272 acres in Lot 24, Tract 8 of Wadsworth Township known as Woodhaven Preserve Subdivision Phase Two and establishing thereby said improvements as a public watercourse. Mr. Hutson moved to approve the five resolutions; Mrs. Swedyk seconded the motion. There was no discussion. Roll call showed all commissioners voting AYE.

The commissioners reviewed the permits issued January 17-23, 2019.

Finance Director Mike Pataky presented and reviewed the following resolutions: (1) authorizing the county auditor to transfer funds for Title IV-D services; (2) authorizing the county auditor to transfer funds from the JFS Children Services IV-E Fund (0050) to the JFS Public Assistance Fund (0120) for Children Services (IVE) administrative expenditures; (3) authorizing the county auditor to transfer funds from the JFS Children Services SCPA Fund (0050) to the JFS Public Assistance Fund (0120) for SCPA administration expenditures; (4) authorizing the purchase of 6,900 gallons of regular unleaded gasoline for the Engineering Center; (5) authorizing the advertisement for bids for the lease of farmland in Lafayette Township; (6) approving an agreement for an inmate legal research assistance program for the Medina County Jail; (7) authorizing the Medina County Sheriff's Office to purchase two new 2019 Ford Utility Interceptors; (8) authorizing expenditures related to Juvenile Court strategic planning meetings; (9) authorizing the acceptance of an Office of Criminal Justice Services Ohio Drug Law Enforcement Fund Grant Agreement; (10) allowing expenses of the county engineer; and (11) allowing expenses of county officials. Mr. Pataky requested payment of the weekly bills in the amount of \$828,128.87. Mr. Hutson moved to approve the eleven resolutions and to pay the bills; Mrs. Swedyk seconded the motion. In answer to a question by Mr. Hutson regarding the farmland lease, Mr. Pataky explained that the notice for the lease will be published next week and the bids will be for the next two year period; there is about 28 acres of land near the County Home. There was no further discussion. Roll call showed all commissioners voting AYE.

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

Commissioner Swedyk presented and reviewed a resolution appointing Nancy Pitz to the Medina County Home Advisory Council. Mr. Hutson moved to approve the resolution; Mrs. Swedyk seconded the motion. There was no discussion and roll call showed all commissioners voting AYE.

With no further business to come before the Commissioners, the meeting recessed at 9:35 a.m.

Discussion Session

At 9:37 a.m., the Commissioners began the Discussion Session in the Commissioners' Hearing Room.

Union Negotiations

Holly Muren noted that negotiations were being wrapped up and she will hopefully be presenting something to the board next week.

60 Public Square

Scott Miller stated that the furniture has been delivered to 60 Public Square and renovations are complete. It is a very nice office space. The Prosecutors' move was going to be tomorrow, but due to weather, it is being put off until next week.

Accounting Software

Mr. Miller mentioned that they are having a phone conference with Tyler Technologies tomorrow to discuss the process and procedures. They should begin converting data next month.

Travel Policy

Mr. Miller stated that one of the goals for this year is to update the travel policy. Compared to other counties, the current travel policy is very cumbersome. He noted that he has examples from other counties and will revise the policy. A draft of the policy will be completed by the end of next week so that the travel policy can be in place by the end of February.

Utility Rate Study Analysis

Amy Lyon-Galvin noted that in 2014, they received proposals from six firms ranging from \$30,000 to \$60,000 for an overall utility rate analysis for water and sewer. The study showed that the sewer budget was healthier than the water budget. There was deficit spending on the water budget. At the end of the study, a resolution was presented to the board in December 2014 that had 5 years of step increases for water. CT Consultants completed the study and Ms. Lyon-Galvin would like them to look at the water budget again. Commissioner Swedyk asked for the initial budget ball park for the study; Ms. Lyon-Galvin answered that the cost is estimated to be \$10,000 to \$15,000 depending on how much her team can complete in-house. Commissioner Hutson asked if the study compared the Medina County rate to other counties; Ms. Lyon-Galvin answered that it does. At that time, they looked at user fees and tap in fees, too. This study would only be for water right now. The commissioners agreed to an initial meeting with CT Consultants to get a proposal to present to the board.

Digester

Commissioner Hutson inquired about the status of the digester. Ms. Lyon-Galvin stated that there are two more loads from DC that need brought in. They were able to get gas last week. Black and Veatch is still working on the gas conditioning unit. The contractual implications of not meeting the substantial completion date is being discussed. They are currently in a more preventative mode with the weather that is coming to ensure the systems are all running.

Clerk of Courts Software

Commissioner Hutson noted that the Clerk of Courts is still looking at new software, but is not sure how involved the judges have been in the process. Mr. Hutson stated that he believes the Clerk of Courts must have sign off on the software from the judges before moving forward with the software; Commissioner Swedyk agreed.

Facilities Task Force

Commissioner Swedyk noted that the Facilities Task Force meeting is tomorrow.

Adjournment

The meeting adjourned at 9:45 a.m.

RESOLUTIONS PASSED JANUARY 29, 2019

<u>Number</u>	<u>Resolution Title</u>
19-0066	Approving the final change order to the contract for the project known as MED-CRPM-FY2019 to install pavement markings on various Medina County roads in Medina County between Aero-mark, Inc. and the Medina County Board of Commissioners
19-0067	Approving the Annual County Highway System Mileage Certification Report prepared by the Ohio Department of Transportation
19-0068	Approving replat no. 2 for Westfield Terrace subdivision located in lot 59 of Westfield Township
19-0065	Allowing claims and authorizing issuance upon the treasurer in settlement of such list of claims
19-0069	Approving the final plat for the Woodhaven Preserve subdivision phase two located in Wadsworth Township Tract 8, Lot 24
19-0070	Approving annual assessment on improvements constructed under the authority of section 6131.63 Ohio Revised Code on approximately 17.4272 acres in Lot 24, Tract 8 of Wadsworth Township known as Woodhaven Preserve subdivision phase two and establishing thereby said improvements as a public watercourse
19-0071	Authorizing the County Auditor to transfer funds for Title IV-D Services
19-0072	Authorizing the County Auditor to transfer funds from the JFS Children Services IV-E Fund (0050) to the JFS Public Assistance Fund (0120) for Children Services (IVE) Administrative Expenditures
19-0073	Authorizing the County Auditor to transfer funds from the JFS Children Services SCPA Fund (0050) to the JFS Public Assistance Fund (0120) for SCPA Administration Expenditures
19-0074	Authorizing the purchase of 6,900 gallons of regular unleaded gasoline for the engineering center
19-0075	Authorizing the advertisement for bids for the lease of farmland in Lafayette Township
19-0076	Approving an agreement for an Inmate Legal Research Assistance Program for the Medina County Jail
19-0077	Authorizing the Medina County Sheriff Office to purchase two new 2019 Ford Utility Interceptors
19-0078	Authorizing expenditures related to Juvenile Court strategic planning meetings
19-0079	Authorizing the acceptance of an Office of Criminal Justice Services Ohio Drug Law Enforcement Fund Grant Agreement
19-0080	Allowing expenses of the county engineer
19-0081	Allowing expenses of county officials
19-0082	Approving personnel changes for the employees under the jurisdiction of the Medina County Commissioners
19-0083	Appointing a representative to the Medina County Home Advisory Council

All deliberations concerning official business and formal actions by this Board of Commissioners were conducted in an open public meeting this twenty-ninth day of January 2019.

Respectfully submitted,	COMMISSIONERS	_____
		Patricia G. Geissman
	OF	_____
_____		William F. Hutson
Rhonda J. Beck Clerk to the Commissioners	MEDINA COUNTY	_____
		Colleen M. Swedyk