

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

The minutes of the March 10, 2020 commissioners' meeting were emailed in advance. Mr. Hutson moved to approve the minutes; Mrs. Geissman seconded the motion. There was no discussion. Roll call showed all commissioners voting AYE; the motion carried.

Commissioner Swedyk stated that in order to have less people in the room, Scott Miller would be presenting all resolutions from all departments.

County Administrator presented and reviewed the following resolutions: (1) replacing Bridge No. 27 on Greenwich Road (CR-97) in Guilford Township in Medina County; (2) authorizing the Medina County Engineer to advertise for bids for the replacement of Bridge No. 27 on Greenwich Road (CH-97) in Guilford Township of Medina County; (3) accepting and awarding the 2020 Medina County Equipment and Labor Bid for the Medina County Highway Department; (4) approving the Annual County Highway System Mileage Certification Report prepared by the Ohio Department of Transportation; (5) amending the temporary appropriation resolution; (6) allowing expenses of the County Engineer; (7) allowing expenses of county officials; (8) allowing claims and authorizing issuance upon the treasurer in settlement of such list of claims in the amount of \$858,351.16; (9) approving personnel changes for the employees under the jurisdiction of the Medina County Commissioners; (10) amending the Table or Organization for the Medina County Building Department; (11) awarding the bid for the Substation Road Water Storage Tank Rehabilitation 2020 WR-500/00.5.OD; (12) approving a revolving loan to Just Mike's Jerky Co., Inc.; (13) commending students from Junior Leadership Medina County Class of 2020; (14) appointing commissioners' alternates for Medina County Planning Commission for 2020; and (15) appointing a representative to the Medina County Flood Plain Board of Appeals. Mr. Hutson moved to approve the 15 resolutions; Mrs. Geissman seconded the motion. Mr. Hutson sent congratulations to the Junior Leadership Medina County Class of 2020. There was no further discussion. Roll call showed all commissioners voting AYE.

Public Comment

Daniel Maynard, 6760 Wadsworth Rd., Medina, stated that in discussions with some individuals he knows that own local businesses, the fact that Medina County has not declared a state of emergency for Medina County might be interfering in these businesses' ability to access small business loans and other relief from insurance carriers and their financial institutions. Mrs. Swedyk stated that this is the commissioners' first meeting since the national crisis. Mr. Hutson stated that he spoke to the EMA Director and Health Commissioner – both of them indicated that from their understanding, the State Emergency that has been declared covers all of the counties. He will have further conversations with both of them, but if there is any benefit that can be received by county businesses or individuals by the county declaring an emergency, he would certainly support doing so. Mrs. Swedyk added that this is new and they are getting information from the State and from our Health Department; they will follow up on that.

With no further business to come before the Commissioners, the meeting recessed for Discussion Session at 9:38 a.m.

Discussion Session

At 9:39 a.m., the commissioners began the Discussion Session in the Commissioners' Hearing Room.

COVID-19

Commissioner Hutson suggested that boards and committees should postpone their meetings for the next few weeks and follow the guidance issued from the Health Department.

Sanitary Engineer

Amy Lyon-Galvin asked the commissioners for permission to close the counters to the general public. There are essential utility requirements for to keep the utilities up and running. This will not compromise the ability to do work. There is a drop box for if they choose not to pay online. For Solid Waste, they would like to temporarily suspend household hazardous waste and specialty waste. They are focusing on essential services and reducing non-essential. Commissioner Swedyk stated she was in support. Commissioner Hutson stated he agrees and it was Amy's decision to make. Mr. Hutson noted that other authorities were not processing shut offs. Ms. Lyon-Galvin stated we are following suit. Today would have been the day to institute shut offs and that has been suspended.

County Administrator

Scott Miller stated he spoke to John Leutz from CCAO about the declaration of emergency. The state declaring emergency covers all 88 counties so they should be able to access federal funds. The CCAO is looking into it and have a response today or tomorrow. Mr. Hutson stated if there is a benefit to do it at the county level, his suggestion is to notify the commissioners and hold a special meeting to get relief to the business owners and folks in the county sooner. Mr. Miller noted that he created a memo to send to Elected Officials and Department Heads. The memo talks about the guidance for during this time.

The highlights include:

- If there are employees who can work from home, let them work from home.
- There would be no changes to compensation. If an employee can't work from home, they must use sick leave, vacation, or comp time, etc. We are asking employees, if they are sick to please stay home.

- Directors are being asked to determine who is essential. Directors need to figure out what is required of those working from home.
- Track any type of absences that are related to the virus so that we can measure the impact to the County.
- Limit County travel to only that which is absolutely necessary.
- Limit in-person meetings. Utilize virtual and telephone conferences. Work remotely, if possible.

This will establish what the commissioners are doing. Elected Officials are responsible for establishing their own policies for their offices, but they can use this as a guide if they so wish.

Mr. Miller stated that the second document is a question and answer sheet. Mrs. Swedyk stated that if the employee has the ability to work from home, that is the best situation, but we are public servants to our residents and there are some positions that are absolutely necessary and they will have to come to work. We will do our best to make our employees as safe as we can. This is a guideline for departments under the control of the County Commissioners. It is a guideline for the elected officials, if they choose. Mr. Miller noted that the goal is to keep operations running. Mr. Hutson believes that we need to be flexible and there are a lot of people scared due to the unknowns. As we go forward, we need to maintain a degree of flexibility on how we administer the policies. Commissioner Geissman stated there are many unknowns and we need to be flexible. If there is an employee that has not accumulated a lot of sick time, she does not think they should be punished by not being paid; something needs to be figured out. Mr. Miller stated he believes that employees that do not have sick time available, they are able to apply for unemployment immediately. Mr. Hutson stated things are dynamic and changing. Tracking is very important to determine what the impacts of the situation are on the County. Holly Muren stated that there are different scenarios that need to be tracked differently. For example, those who are sick that stay home vs. those that are scared that choose to stay home. Callie Tucker inquired if these are guidelines, are the departments allowed to choose to have paid time off. Mrs. Swedyk answered that elected officials are allowed to choose their own human resources decisions in this area. This is a guideline that we are putting out, but we are only doing this for the County Commissioner Departments.

Unemployment

Jeff Felton stated that Job and Family Services does not do unemployment applications. The applications are done online at unemployment.ohio.gov or by calling 877-644-6562. The state did add operators, but there is still a wait on the phone. Medina County JFS is encouraging people to use their drop box, telephone, and online applications. Other JFS offices have limited traffic in their lobby. Mr. Hutson asked if he could send information on specific programs that might apply to commissioners, they could put information online. Mr. Hutson noted that Feeding Medina County has a big push to feed children who are not at school.

Treasurer

John Burke stated his office is remaining open.

Economic Development

Bethany Dentler noted she will be sharing information on programs that help businesses being impacted.

Auditor

Mike Kovack stated the Auditors office is staying open.

Commissioner Swedyk stated these are tough times and this is a time to help each other. Commissioner Hutson stated the community needs to help the community, but follow precautions. Commissioner Geissman stated there are just so many unknowns and take each day to determine what actions need to be taken.

Adjournment

Mr. Hutson moved to adjourn the meeting; Mrs. Geissman seconded the motion. Roll call showed both commissioners voting AYE; the motion carried. The meeting adjourned at 9:58 a.m.

RESOLUTIONS PASSED MARCH 17, 2020

<u>Number</u>	<u>Resolution Title</u>
20-0181-0226	Commending students on graduating from Junior Leadership Medina County, Class of 2020
20-0227	Replacing bridge no. 27 on Greenwich Road (CR 97) in Guilford Township in Medina County
20-0228	Authorizing the Medina County Engineer to advertise for bids for the replacement of bridge no. 27 on Greenwich Road (C.H. 97) in Guilford Township of Medina County
20-0229	Accepting and awarding the 2020 Medina County Equipment and Labor Bid for the Medina County Highway Department
20-0230	Approving the annual county highway system mileage certification report prepared by the Ohio Department of Transportation
20-0231	Amending the temporary appropriation resolution
20-0232	Allowing expenses of the county engineer
20-0233	Allowing expenses of county officials
20-0234	Allowing claims and authorizing issuance upon the treasurer in settlement of such list of claims
20-0235	Approving personnel changes for the employees under the jurisdiction of the Medina County Commissioners
20-0236	Amending the table of organization for the Medina County Building Department
20-0237	Awarding the bid for the Substation Road Water Storage Tank Rehabilitation 2020 WR-500/00-5.OD
20-0238	Approving a revolving loan to Just Mike's Jerky Co., Inc.
20-0239	Appointing Commissioners' alternates for Medina County Planning Commission for 2020
20-0240	Appointing a representative to the Medina County Flood Plain Board of Appeals

All deliberations concerning official business and formal actions by this Board of Commissioners were conducted in an open public meeting this seventeenth day of March 2020.

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