Resolutions – November 25, 2025

NUMBER	RESOLUTION TITLE
25-0895	Authorizing the Sanitary Engineer to certify delinquent utility account balances in accordance with Sections 6103.02 and 6117.02 of the Ohio Revised Code
25-0896	Approving personnel changes for the employees under the jurisdiction of the Medina County Commissioners
25-0897	Amending the appropriation measure resolution
25-0898	Amending the 2025 appropriations resolution by transferring appropriations
25-0899	Expenditure adjustments for various funds
25-0900	Cash transfers for various funds
25-0901	Creation of the Victim Assistance FY26 Fund and authorizing appropriations
25-0902	Accepting the proposal from ISA (International Strategic Analysis) to conduct an independent demographic analysis and forecast for Medina County
25-0903	Allowing expenses of county officials
25-0904	Allowing claims and authorizing issuance upon the treasurer in settlement of such list of claims in the amount of $1,950,109.61
25-0905	Approving a one (1) year extension of the contract for a Permanent Household Hazardous Waste Collection Program for the Medina County Solid Waste District
25-0906	Approving increases to the Medina County Building Department permit fees
25-0907	Approving the 2026 Medina County Public Transit Agency Safety Plan
25-0908	Authorizing a subaward agreement for TANF emergency shelter services between Medina County Job and Family Services and Medina Metropolitan Housing Authority
25-0909	Assigning authority to the director of Medina County Job and Family Services to serve as the board's designee with authority to request and sign inter-county adjustment agreements on behalf of Medina County
25-0910	Approving the Foster Family Software Services Renewal for social workers and foster families with Medina County Job & Family Services
25-0911	Approving a revolving loan fund application to the State of Ohio and approving a revolving loan to Suen Corporation, DBA the House of Hunan by Suen
25-0912	Approving a revolving loan fund application to the State of Ohio and approving a revolving loan to Yassou LLC (Great Oaks)

The Board of County Commissioners of Medina County, Ohio, met in regular session on this date with the following members present:

Colleen M. Swedyk Stephen D. Hambley Aaron M. Harrison

Mrs. Swedyk offered the following resolution and moved the adoption of same, which was duly seconded by Mr. Hambley.

RESOLUTION NO. 25- 0895

AUTHORIZING THE SANITARY ENGINEER TO CERTIFY DELINQUENT UTILITY ACCOUNT BALANCES IN ACCORDANCE WITH SECTIONS 6103.02 AND 6117.02 OF THE OHIO REVISED CODE

WHEREAS, the Medina County Sanitary Engineer is requesting authorization from the Board of County Commissioners of Medina County (Board) to certify delinquent utility account balances to the property tax bill as permitted under Section 6103.02 and 6117.02 of the Ohio Revised Code; and

WHEREAS, any delinquent account balance as of September 16th, 2025, will be certified to property taxes on December 16th, 2025, for properties located in Medina County; and

WHEREAS, a document listing the accounts and amounts to be certified will be provided to the Board prior to the certification date.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Medina County, Ohio, that the Sanitary Engineer is authorized to certify any delinquent account to the property tax bill on the specified dates above to the Medina County Auditor, as permitted under Sections 6103.02 and 6117.02 of the Ohio Revised Code.

Voting AYE thereon: Mrs. Swedyk, Mr. Hambley and Mr. Harrison

Adopted: November 25, 2025

Prepared by: Sanitary Engineering Department

REGULAR MEETING – TUESDAY, NOVEMBER 25, 2025

The Board of County Commissioners of Medina County, Ohio, met in regular session on this date with the following members present:

Colleen M. Swedyk Stephen D. Hambley Aaron M. Harrison

Mrs. Swedyk offered the following resolution and moved the adoption of same, which was duly seconded by Mr. Hambley.

RESOLUTION NO. 25–0896

APPROVING PERSONNEL CHANGES FOR THE EMPLOYEES UNDER THE JURISDICTION OF THE MEDINA COUNTY COMMISSIONERS

WHEREAS, it is advisable and necessary that the following personnel changes be made for the employees working for the County Commissioners on the dates listed below:

RATE INCREASE

Patrick Wilson, Sanitary, Computer Operator, "From" $22.00 "TO" $24.26 on fund 10005400 50030 & 16005400 50030 effective 11/10/25 (Anniversary Increase)

Rita Farley, Sanitary, "From" Account Clerk 1 at "$24.26 "TO" Account Clerk 2 at $26.08 on fund 10005400 50030 50% & 16005400 50030 50% effective 12/1/2025 (Anniversary Increase)

Alexander Matthews, IT, Technician "From" $24.49 "TO" $25.47 on fund 00107945 50030 effective 10/28/25 (Anniversary Increase)

Mindy Baldwin, SAS, ADRC Specialist "From" $19.50 "TO" $20.00 on fund 60709280 50030 40%, 60709291 50030 20%, & 60709292 50030 40% effective 12/2/25 (Anniversary Increase)

Melinda Root, Commissioners, "From" Administrative Clerk at $25.15 "TO" Administrative Fiscal Specialist at $28.29 on fund 00100100 50030 effective 11/27/25 (Anniversary Increase/Job Reclassification)

DATE EFFECTIVE CORRECTION

Kyle Study, Sanitary, Operator 1 rate increase effective date "From" 11/8/25 "TO" 5/22/25 per CBA (Incorrect Effective Date on Resolution 25-0884)

LEAVE OF ABSENCE

Annmarie Skadra, Maintenance, Cleaning Technician, Leave of Absence beginning 9/29/25 ending 12/15/25

James Sprosty, Sanitary, Superintendent, Leave of Absence beginning 12/10/25 ending 1/9/26

RESIGNATION

Jacob Ward, Maintenance, Cleaning Technician, effective 11/21/25 PCN 280628060

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Medina County, Ohio, that the personnel changes listed above will become effective on the dates listed.

BE IT FURTHER RESOLVED that the President of the Board be authorized to sign the personnel action forms for these changes.

Voting AYE thereon: Mrs. Swedyk, Mr. Hambley and Mr. Harrison

Adopted: November 25, 2025

Prepared by: Human Resources

REGULAR MEETING – TUESDAY, NOVEMBER 25, 2025

The Board of County Commissioners of Medina County, Ohio, met in regular session on this date with the following members present:

Colleen M. Swedyk Stephen D. Hambley Aaron M. Harrison

Mrs. Swedyk offered the following resolution and moved the adoption of same, which was duly seconded by Mr. Hambley.

RESOLUTION NO. 25-0897

AMENDING THE APPROPRIATION MEASURE RESOLUTION

WHEREAS, the Board of County Commissioners adopted appropriation measure Resolution No. 25-0145, on February 25, 2025 to provide for the current expenses and other expenditures of Medina County, and

WHEREAS, the amounts to be appropriated are within the amounts available on the Certificate of Estimated Resources, and

WHEREAS, changes in the appropriation levels are now necessary.

NOW, THEREFORE, BE IT RESOLVED by this Board of County Commissioners that Resolution No. 25-0145, adopted February 25, 2025 be amended as follows:

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO	DIFFERENCE
SHERIFF DONATIONS				
00302900 50610	Admin Other Expense	158,459.41	221,779.14	+63,319.73
00302904 50610	Jail Other Expense	304,088.39	385,035.76	+80,947.37
00302910 50610	K9 Other Expense	20,387.35	27,385.60	+6,971.25
FEDERAL LAW ENFORCEMENT TRUST- SO				
01632900 50610	Other Expenses	455,169.47	551,163.098	+95,993.61
LAW ENFORCEMENT TRUST – SO				
01642900 5010	Other Expense	72,283.15	75,406.37	+3,123.22
OVI FINES				
01712900 50610	Other Expense	10,545.84	11,094.53	+548.69
TRANSPORTATION IMPROVEMENT DISTRICT (TID)				
02153900 50610	Other Expense	600,000.00	1,100,000.00	+500,000.00
PORT AUTHORITY				
02201201 50610	Other Expense	1,060,948.96	1,222,000.00	+161,051.04
BOND RETIREMENT SPECIAL ASSESSMENT				
04005076 50910	Principal	101,665.00	106,704.80	+5,039.80
04005076 50920	Interest	29,053.00	30,951.78	+1.898.78
SANITARY				
23005400 50590	Water Construction- Projects	1,170,000.00	1,370,000.00	+200,000.00
26655400 50590	Water Capital Imp – Projects	127,500.00	147,500.00	+20,000.00
26755400 50590	Sewer Capital Imp – Projects	782,571.00	812,571.00	+30,000.00
26905400 50610	Sewer Grinder Other Expense	35,000.00	40,000.00	+5,000.00
REVOLVING LOAN PROGRAM				
60200100 50610	Other Expense	142,447.94	157,722.25	+15,274.31

SENIOR AND ADULT SERVICES-DONATIONS				
60469280 50610	Other Expense	69,308.19	70,896.67	+1,588.48
60469281 50610	Brunswick Other Expense	19,018.20	19,218.20	+200.00
60469282 50610	Medina Lunch Other Expense	32,589.74	45,248.97	+12,659.23
60469285 50610	Transit Other Expense	570.00	1,206.00	+636.00
SHERIFF RAPE CRISIS PROGRAM				
79162900 50712	Refunds	1,600.00	2,500.00	+900.00

Voting AYE thereon: Mrs. Swedyk, Mr. Hambley and Mr. Harrison

Adopted: November 25, 2025

Prepared by: Finance Dept

The Board of County Commissioners of Medina County, Ohio, met in regular session on this date with the following members present:

Colleen M. Swedyk Stephen D. Hambley Aaron M. Harrison

Mrs. Swedyk offered the following resolution and moved the adoption of same, which was duly seconded by Mr. Hambley.

RESOLUTION NO. 25-0898

AMENDING THE 2025 APPROPRIATIONS RESOLUTION BY TRANSFERRING APPROPRIATIONS

WHEREAS, O.R.C. 5705.4 provides that any appropriation resolution may be amended or supplemented, and

WHEREAS, it has been determined that expenditures within certain appropriations will be in excess of the amount previously determined, and

WHEREAS, it has been determined that certain appropriation items are in excess of the amounts to be encumbered, and

WHEREAS, the following transfers will not reduce any appropriation below an amount sufficient to cover all unliquidated and outstanding contracts or obligations certified from or against the appropriations.

NOW, THEREFORE, BE IT RESOLVED by this Board of County Commissioners that the following transfers of appropriations be made to be effective with the passage of this resolution.

BE IT FURTHER RESOLVED by the Board that the Auditor be and is hereby authorized to make transfers within said appropriations:

FROM ACCOUNT	TO ACCOUNT	AMOUNT
Commissioners		
00100100 50560	00100100 50562	500.00
Treasurer		
00100500 50580	00103990 50980	15,533.00
34750500 50610	34750500 50960	5,250.00
70720500 50540	70720500 50960	9,750.00
70720500 50560	70720500 50960	2,000.00
Courthouse		
00103990 50980	00100112 50580	2,166.00
Attorney Fees Medina Muni		
00103990 50980	15000121 50450	25,000.00
00103990 50980	15000125 50450	25,000.00
Courtroom 3A		
00101601 50780	00101601 50560	500.00
Probate and Juvenile Court		
21000127 50450	00102100 50560	1,500.00
21000127 50450	00102100 50580	1,000.00

RESOLUTION NO. 25-0898 Contd.

Juvenile Detention Center		
00102115 50580	00102115 50610	6,000.00
00102115 50780	00102115 50126	5,000.00
Wadsworth Muni Court		
00103990 50980	00102500 50030	13,000.00
Board of Elections		
00103990 50980	00102600 50560	855.00
00103990 50980	26000116 50030	16,076.00
Maintenance		
00102805 50550	00102805 50617	5,000.00
00102805 50580	00102805 50200	5,000.00
00102805 50580	00102805 50617	5,000.00
00102805 50606	00102805 50617	10,000.00
00102805 50610	00102805 50230	3,000.00
28052806 50030	00102805 50617	30,000.00
Sheriff		
29002900 50100	29002900 50580	4,000.00
29002900 50230	29002900 50780	5,000.00
29002902 50230	29002902 50780	1,500.00
29002902 50550	29002900 50780	10,238.00
29002902 50550	29002902 50100	500.00
29002904 50550	29002904 50230	5,000.00
29002904 50550	29002904 50780	2,000.00
29002904 50580	29002904 50100	1,429.96
29002908 50030	29002908 50323	22,000.00
29002908 50030	29002908 50780	15,000.00
County Home		
00103990 50980	00103600 50580	25,000.00
Reserve- Legal Council		
00103990 50980	00103970 50461	8,000.00
Dog Shelter		
01004030 50560	01004030 50100	500.00
01004030 50581	01004030 50100	2,000.00
01004030 50610	01004030 50100	750.00
01004030 50620	01004030 50100	1,100.00
01004030 50780	01004030 50100	1,200.00
Recorder		
01862000 50780	01863000 50610	6,000.00
County Engineers		
02004303 50040	02004329 50060	70.00
02004303 50040	02004329 50080	1,000.00
02004303 50040	02004329 50081	110.00
02004303 50040	02004329 50090	50.00
Sanitary		
10005400 50610	10005400 50060	20,000.00
16005400 50100	16005400 50030	10,000.00
16005400 50200	16005400 50040	10,000.00
16005400 50200	16005400 50060	1,500.00
16005400 50200	16005400 50081	1,000.00
Solid Waste		

27305600 50920	27305600 50911	8,215.16
MCBDD		
33000004 50580	33000006 50580	200.00
33001013 50030	33001013 50032	1,000.00
33001013 50090	33009421 50580	10,000.00
33001013 50090	33009435 50580	15,000.00
33001074 50580	33003073 50580	3,500.00
33004041 50030	33000004 50030	1,500.00
33004041 50030	33001075 50030	100.00
33004041 50030	33001076 50030	700.00
33004041 50030	33001077 50030	1,700.00
33004041 50030	33005064 50030	1,400.00
33004041 50060	33000004 50060	15.00
33004041 50060	33001075 50060	1.00
33004041 50060	33001076 50060	7.00
33004041 50060	33001077 50060	17.00
33004041 50060	33005059 50060	13.00
33004041 50060	33005064 50060	14.00
33004041 50090	33001077 50090	1,100.00
33004041 50090	33009431 50580	75,000.00
33004041 50090	33009435 50580	25,000.00
33004049 50031	33005059 50031	1,300.00
33009447 50610	33003032 50610	4,000.00
33009465 50580	33009404 50580	5,000.00
33009485 50580	33009481 50580	50,000.00
33009485 50580	33009482 50580	15,000.00
CDBG BF24		
60370106 50590	60370104 50590	.55
Transit		
61229200 50602	61229200 50601	11,040.00
Maintenance Rotary Fund – Vehicle Maintenance		
79500100 50230	79500100 50617	5,000.00

Voting AYE thereon: Mrs. Swedyk, Mr. Hambley and Mr. Harrison

Adopted: November 25, 2025

Prepared by: Finance Department

REGULAR MEETING – TUESDAY, NOVEMBER 25, 2025

The Board of County Commissioners of Medina County, Ohio, met in regular session on this date with the following members present:

Colleen M. Swedyk Stephen D. Hambley Aaron M. Harrison

Mrs. Swedyk offered the following resolution and moved the adoption of same, which was duly seconded by Mr. Hambley.

RESOLUTION NO. 25-0899

EXPENDITURE ADJUSTMENTS FOR VARIOUS FUNDS

WHEREAS, supplies were inadvertently purchased using the Board of Election fund instead of the Board of Elections election fund, and

WHEREAS, the Dog Shelter inadvertently paid for an expense from the wrong fund, and

WHEREAS, Sanitary inadvertently paid for two invoices from the wrong account, and

WHEREAS, payroll was accidentally taken from the Sheriff Admin fund instead of the Dispatch CO-OP fund, and

NOW, THEREFORE, BE IT RESOLVED by this Board of County Commissioners that the following expenditure adjustments be undertaken by the County Auditor:

EXPENDITURE ADJUSTMENTS

Account Number	Amount
00102600 50100	(3,423.87)
26002602 50100	3,423.87
01004030 50580	(6,519.57)
01004030 50100	6,519.57
26755400 50230	(22,390.00)
26755400 50780	22,390.00
23005400 50580	(3,465.00)
16005400 50580	3,465.00
29002900 50030	(4,763.20)
79022900 50030	4,763.20

Voting AYE thereon: Mrs. Swedyk, Mr. Hambley and Mr. Harrison

Adopted: November 25, 2025

Prepared by: Finance Department

The Board of County Commissioners of Medina County, Ohio, met in regular session on this date with the following members present:

Colleen M. Swedyk Stephen D. Hambley Aaron M. Harrison

Mrs. Swedyk offered the following resolution and moved the adoption of same, which was duly seconded by Mr. Hambley.

RESOLUTION NO. 25-0900

CASH TRANSFERS FOR VARIOUS FUNDS

WHEREAS, the Treasurer is moving funds into the Capital Improvements fund to offset the cost of the Treasurer Office remodel, and

NOW, THEREFORE, BE IT RESOLVED by the Medina County Board of Commissioners that the County Auditor be and is hereby authorized to transfer the following funds:

CASH TRANSFERS

FROM	TO	AMOUNT
34750500 50960	02752801 40450	5,250.00
70720500 50960	02752801 40450	11,750.00

Voting AYE thereon: Mrs. Swedyk, Mr. Hambley and Mr. Harrison

Adopted: November 25, 2025

Prepared by: Finance Department

REGULAR MEETING – TUESDAY, NOVEMBER 25, 2025

The Board of County Commissioners of Medina County, Ohio, met in regular session on this date with the following members present:

Colleen M. Swedyk Stephen D. Hambley Aaron M. Harrison

Mrs. Swedyk offered the following resolution and moved the adoption of same, which was duly seconded by Mr. Hambley.

RESOLUTION NO. 25-0901

CREATION OF THE VICTIM ASSISTANCE FY26 FUND AND AUTHORIZING APPROPRIATIONS

WHEREAS, the Medina County Prosecutor's Office has applied for the Victim Assistance FY26 Program Grants through the Ohio Attorney General's Office for funding, and

WHEREAS, this grant application has been approved for funding for the federal Victims of Crime Act (VOCA) grant not to exceed $38,949.00 with a cash match of $9,737.25, and the State Victims Assistance Act (SVAA) grant not to exceed $5,200.04 for an overall program amount not to exceed $53,886.29, and

WHEREAS, the grant period for this program is October 1, 2025 through September 30, 2026, and

WHEREAS, the creation of a new fund and the authorization to establish revenue and appropriation accounts are now necessary in order to account for all program-related receipts and expenditures for the aforementioned contract period.

NOW, THEREFORE, BE IT RESOLVED by this Board of County Commissioners that the following fund be created:

FUND NUMBER	FUND TITLE
6151	Victim Assistance FY26

BE IT FURTHER RESOLVED that the following revenue and appropriation accounts be established by the County Auditor:

Account Number	Account Name	Amount
6151-06-0700-0000-0000-2026-40601	Grants-Federal	$ -0-
6151-06-0700-0000-0000-2026-50030	Salary – Employees	38,949.00
6151-06-0701-0000-0000-2026-40602	Grants-State	-0-
6151-06-0701-0000-0000-2026-50100	Supplies	2,000.04
6151-06-0701-0000-0000-2026-50560	Travel	1,400.00
6151-06-0701-0000-0000-2026-50610	Other Expenses	1,800.00
	Total	$44,149.04

Voting AYE thereon: Mrs. Swedyk, Mr. Hambley and Mr. Harrison

Adopted: November 25, 2025

Prepared by: Finance Department

REGULAR MEETING – TUESDAY, NOVEMBER 25, 2025

The Board of County Commissioners of Medina County, Ohio, met in regular session on this date with the following members present:

Colleen M. Swedyk Stephen D. Hambley Aaron M. Harrison

Mrs. Swedyk offered the following resolution and moved the adoption of same, which was duly seconded by Mr. Hambley.

RESOLUTION NO. 25-0902

ACCEPTING THE PROPOSAL FROM ISA (International Strategic Analysis) TO CONDUCT AN INDEPENDENT DEMOGRAPHIC ANALYSIS AND FORECAST FOR MEDINA COUNTY

WHEREAS**,** the Board of County Commissioners of Medina County, Ohio ("the Board") recognizes the importance of accurate demographic information for long-term planning in areas including housing, economic development, workforce, infrastructure, and public services; and

WHEREAS, the Board has reviewed the most recent demographic study published by the U.S. Department of Development, and finds that certain conclusions within that study appear inconsistent with local data trends, regional indicators, and observed development patterns, posing potential long-term risks if relied upon without further evaluation; and

WHEREAS, the Board believes that an independent, comparative demographic analysis is necessary to ensure that county-level projections reflect realistic expectations and to avoid policy decisions based on potentially flawed or incomplete assumptions; and

WHEREAS, ISA (International Strategic Analysis) has submitted a proposal dated November 13, 2025, offering to conduct an independent demographic analysis of Medina County, including:

- A review of historical and current demographic trends;
- Evaluation of existing population forecasts, including identification of discrepancies and methodological limitations;
- Assessment of demographic drivers such as birth rates, migration, labor force characteristics, and housing patterns;
- Scenario-based forecasts for 2030, 2040, and 2050; and
- An analysis of the economic implications of projected demographic changes;

WHEREAS, ISA will provide its findings in written and presentation formats, with delivery expected within two months of contract execution, at a total project cost of $7,000; and

WHEREAS, the Board finds that obtaining this independent study is in the best interest of Medina County and will support data-driven decision making.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Medina County, Ohio, that:

1. The proposal submitted by ISA (International Strategic Analysis) on November 13, 2025, is hereby accepted.
2. The Board authorizes the execution of an agreement with ISA for the independent demographic analysis and forecast, at a cost not to exceed $7,000.
3. The County Administrator is authorized to take all necessary steps to initiate this project and to transmit a signed acceptance to ISA.
4. The Clerk of the Board shall record this resolution in the official proceedings of the Commissioners.

Voting AYE thereon: Mrs. Swedyk, Mr. Hambley and Mr. Harrison

Adopted: November 25, 2025

Prepared by: Finance Department

Mr. Steve Hambley
Medina County Commissioner
144 North Broadway Street, Suite 201
Medina, Ohio 44256
USA

November 13, 2025

We thank you for the project request that you made to ISA (International Strategic Analysis) and are happy to present you with our offer for an analysis of Medina County's demographic future and to develop a forecast for Medina County's demographic future over the next 25 years.

The following research and analysis will be provided by ISA to Medina County:

- An analysis of the history of Medina County's population
- An overview of existing forecasts for Medina County's population growth or decline
- An analysis of the problems with these existing forecasts
- An assessment of demographic trends in the United States and how they impact Medina County's population
- An assessment of demographic trends in Ohio and how they impact Medina County's population
- An assessment of demographic trends in Northeast Ohio and how they impact Medina County's population
- An analysis of Medina County's demographic history
- An analysis of Medina County's current demographic situation
- A determination of the factors that will drive demographic change in Medina County over the next 25 years (Birth rates / Death rates / Immigration / Emigration / Labor force / Households / Housing / Zoning)
- An analysis of the impact of various scenarios on Medina County's demographic future
- Forecasts for Medina County's population in 2030, 2040 and 2050
- An assessment of the impact of demographic change on Medina County's economy
- A strategic plan for optimizing Medina County's demographic future

This research and analysis will be provided to Medina County within two months of the signing of this contract.

The deliverables for this service will include:

- The completed project in PDF and PowerPoint formats
- A presentation of the project by ISA President Michael Weidokal
- Any other materials related to the project that are requested by Medina County

The cost of this project will be $7,000.

The current offer is valid for 60 days. Any major changes will be subject to a new offer. If you accept this offer, please send a signed copy back to ISA by e-mail to mweidokal@isa-world.com.

Sincerely,

Michael Weidokal
ISA (International Strategic Analysis)

REGULAR MEETING – TUESDAY, NOVEMBER 25, 2025

The Board of County Commissioners of Medina County, Ohio, met in regular session on this date with the following members present:

Colleen M. Swedyk Stephen D. Hambley Aaron M. Harrison

Mrs. Swedyk offered the following resolution and moved the adoption of same, which was duly seconded by Mr. Hambley.

RESOLUTION NO. 25-0903

ALLOWING EXPENSES OF COUNTY OFFICIALS

WHEREAS, requests for expenses for attending conventions/meeting/seminars have been received in accordance with Section 325.20 of the Ohio Revised Code.

WHEREAS, this Board of County Commissioners has reviewed these requests and found them to be in conformance with Section 325.20 of the Ohio Revised Code.

NOW, THEREFORE, BE IT RESOLVED by this Board of County Commissioners that the expenses for attending the following conventions/meetings/seminars be and is hereby approved:

Commissioners			
County Commissioner Association of Ohio Winter Conference, Columbus, OH			
December 3-5, 2025	A. Harrison	00100100 50562	1,000.00
Maintenance			
County Commissioners Association of Ohio County Facilities Summit, Columbus, OH			
December 3, 2025	S. Bastean, J. Kollin	00102805 50560	175.00

Voting AYE thereon: Mrs. Swedyk, Mr. Hambley and Mr. Harrison

Adopted: November 25, 2025

Prepared by: Finance Department

REGULAR MEETING – TUESDAY, NOVEMBER 25, 2025

The Board of County Commissioners of Medina County, Ohio, met in regular session on this date with the following members present:

Colleen M. Swedyk Stephen D. Hambley Aaron M. Harrison

Mrs. Swedyk offered the following resolution and moved the adoption of same, which was duly seconded by Mr. Hambley.

RESOLUTION NO. 25 -0904

ALLOWING CLAIMS AND AUTHORIZING ISSUANCE UPON THE TREASURER IN SETTLEMENT OF SUCH LIST OF CLAIMS

WHEREAS, the payment of the required county bills to vendors in the total amount of $1,455,691.26 are included in the Auditor's office reports from 11/12/2025 to 11/19/2025 for checks dated 12/03/2025 and are hereby the same and authorize the County Auditor to issue warrants on the County Treasurer for payment in the same; and

WHEREAS, a complete list of bills is maintained in the Auditor's office.

NOW, THEREFORE, BE IT RESOLVED by this Board of County Commissioners of Medina, County, Ohio hereby authorizes payment of the county bills in the amount of $1,455,691.26, and authorizes the County Auditor to issue warrants on the County Treasurer for payment in the same.

Voting AYE thereon: Mrs. Swedyk, Mr. Hambley and Mr. Harrison

Adopted: November 25, 2025

Prepared by: Finance Department

Entry Date	Batch	CHECK RUN	Count	Invoice Amount	Invoices Released	Year	Effective Date	Due Date	Dept
11/19/2025	4955	120325	32	91,514.00	All	2025	12/03/2025	12/03/2025	4300
11/18/2025	4956	120325	6	7,659.33	All	2025	12/03/2025	12/03/2025	4300
11/13/2025	4958	120325	2	790.30	All	2025	12/03/2025	12/03/2025	4100
11/18/2025	4959	120325	13	17,249.38	All	2025	12/03/2025	12/03/2025	4100
11/13/2025	4961	120325	1	9,764.88	All	2025	12/03/2025	12/03/2025	4100
11/13/2025	4965	120325	3	190.85	All	2025	12/03/2025	12/03/2025	0500
11/17/2025	4966	120325	12	7,302.82	All	2025	12/03/2025	12/03/2025	9280
11/14/2025	4969	120325	2	78.86	All	2025	12/03/2025	12/03/2025	1800
11/14/2025	4972	120325	1	60.60	All	2025	12/03/2025	12/03/2025	1604
11/14/2025	4973	120325	15	15,570.35	All	2025	12/03/2025	12/03/2025	1900
11/18/2025	4978	120325	30	50,897.79	All	2025	12/03/2025	12/03/2025	2900
11/14/2025	4979	120325	2	12.03	All	2025	12/03/2025	12/03/2025	1800
11/14/2025	4980	120325	3	8,310.50	All	2025	12/03/2025	12/03/2025	3000
11/17/2025	4984	120325	7	16,930.71	All	2025	12/03/2025	12/03/2025	9200
11/18/2025	4986	120325	12	11,022.50	All	2025	12/03/2025	12/03/2025	9200
11/17/2025	4988	120325	8	9,767.43	All	2025	12/03/2025	12/03/2025	0100
11/18/2025	4997	120325	5	63,539.02	All	2025	12/03/2025	12/03/2025	4100
11/17/2025	4998	120325	21	17,063.17	All	2025	12/03/2025	12/03/2025	4100
11/17/2025	5001	120325	11	13,473.30	All	2025	12/03/2025	12/03/2025	5400
11/18/2025	5002	120325	58	260,518.64	All	2025	12/03/2025	12/03/2025	5400
11/17/2025	5004	120325	5	2,057.56	All	2025	12/03/2025	12/03/2025	3600
11/18/2025	5005	120325	1	34.40	All	2025	12/03/2025	12/03/2025	0300
11/18/2025	5007	120325	7	3,924.28	All	2025	12/03/2025	12/03/2025	4100
11/19/2025	5008	120325	2	4,500.00	All	2025	12/03/2025	12/03/2025	0100
11/18/2025	5009	120325	4	280,458.11	All	2025	12/03/2025	12/03/2025	3600
11/18/2025	5010	120325	11	303,958.75	All	2025	12/03/2025	12/03/2025	0100
11/18/2025	5011	120325	7	72,167.12	All	2025	12/03/2025	12/03/2025	5600
11/18/2025	5012	120325	3	65,188.81	All	2025	12/03/2025	12/03/2025	4105
11/18/2025	5013	120325	2	1,350.90	All	2025	12/03/2025	12/03/2025	1650
11/18/2025	5014	120325	1	500.00	All	2025	12/03/2025	12/03/2025	1650
11/18/2025	5015	120325	5	6,100.00	All	2025	12/03/2025	12/03/2025	0700
11/18/2025	5019	120325	14	14,026.51	All	2025	12/03/2025	12/03/2025	4100
11/18/2025	5021	120325	6	1,776.92	All	2025	12/03/2025	12/03/2025	0100
11/19/2025	5024	120325	6	2,581.06	All	2025	12/03/2025	12/03/2025	2100
11/19/2025	5025	120325	8	1,600.00	All	2025	12/03/2025	12/03/2025	2900
11/19/2025	5026	120325	4	800.00	All	2025	12/03/2025	12/03/2025	2900
11/19/2025	5027	120325	2	675.40	All	2025	12/03/2025	12/03/2025	0105
11/19/2025	5028	120325	23	44,121.60	All	2025	12/03/2025	12/03/2025	2805
11/19/2025	5031	120325	19	3,511.85	All	2025	12/03/2025	12/03/2025	2805
11/19/2025	5033	120325	2	5,427.45	All	2025	12/03/2025	12/03/2025	1602
11/19/2025	5035	120325	11	6,416.70	All	2025	12/03/2025	12/03/2025	2300
11/19/2025	5036	120325	21	4,181.48	All	2025	12/03/2025	12/03/2025	2805
11/19/2025	5037	120325	2	492.84	All	2025	12/03/2025	12/03/2025	1601
11/19/2025	5038	120325	10	3,190.55	All	2025	12/03/2025	12/03/2025	2115
11/19/2025	5039	120325	8	4,034.40	All	2025	12/03/2025	12/03/2025	2300
11/19/2025	5040	120325	1	114.95	All	2025	12/03/2025	12/03/2025	2115
11/19/2025	5041	120325	2	227.24	All	2025	12/03/2025	12/03/2025	3200
11/19/2025	5042	120325	11	20,022.89	All	2025	12/03/2025	12/03/2025	2805
11/19/2025	5043	120325	2	533.03	All	2025	12/03/2025	12/03/2025	4000
		TOTAL	**444**	**$ 1,455,691.26**					

REGULAR MEETING – TUESDAY, NOVEMBER 25, 2025

The Board of County Commissioners of Medina County, Ohio, acting in its capacity as the Board of Directors of the Medina County Solid Waste District, met in regular session on this date with the following members present:

Colleen M. Swedyk Stephen D. Hambley Aaron M. Harrison

Mrs. Swedyk offered the following resolution and moved the adoption of same, which was duly seconded by Mr. Hambley.

RESOLUTION NO. 25-0905

APPROVING A ONE (1) YEAR EXTENSION OF THE CONTRACT FOR A PERMANENT HOUSEHOLD HAZARDOUS WASTE COLLECTION PROGRAM FOR THE MEDINA COUNTY SOLID WASTE DISTRICT

WHEREAS, the Board of County Commissioners acting in its capacity as the Board of Directors of the Solid Waste Management District, awarded the bid for a Permanent Household Hazardous Waste Collection Program for the Medina County Solid Waste Management District to ERG Environmental Services (Resolution No. 22-1024) for an initial term of three (3) years beginning January 1, 2023 and terminating on December 31, 2025; and

WHEREAS, the Contract with ERG Environmental Services allows the Board to renew for two (2) additional consecutive terms of up to one (1) year each at the sole discretion of the Board; and

WHEREAS, the Contract unit prices for 2026 are as outlined in ERG Environmental Services Proposal, Attachment A attached hereto; and

WHEREAS, the Solid Waste District Director has recommended the Board extend the Contract with ERG Environmental Services for one (1) year effective January 1, 2026 to December 31, 2026.

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of Medina County, Ohio, that the Contract for a Permanent Household Hazardous Waste Collection Program for the Medina County Solid Waste Management District be renewed for one (1) year effective January 1, 2026 and terminating on December 31, 2026 is hereby approved.

BE IT FURTHER RESOLVED by the Board of Commissioners of Medina County, Ohio, authorizes the Solid Waste District Director to execute the Contract renewal on behalf of the Solid Waste District.

Voting AYE thereon: Mrs. Swedyk, Mr. Hambley and Mr. Harrison

Adopted: November 25, 2025

Prepared by: Solid Waste District Director

* PRICE IS INCLUSIVE OF ALL FEES *

Attachment B Base Bid Pricing Sheet Medina County Solid Waste Management District 2022 HHW-RFP Attachment B - Per Pound Pricing								
Item To Be Collected	2023 Price/Lbs	2024 Price/Lbs	2025 Price/Lbs	2026 Price/Lbs	2027 Price/Lbs	Minimum Method of Management	Alternate Method of Management	Final TSDF
Latex Paint and Stains	$ 0.35	$ 0.39	$ 0.43	$ 0.45	$ 0.48	Recycle	Treatment	ERG
Oil Based Paint/Solvent/Stain,Shellac,Varnish	$ 0.90	$ 0.98	$ 1.03	$ 1.07	$ 1.12	Recycle		ERG
Fuels: Gasoline, Solvents and Kerosene (Bulk Drum)	$ 0.90	$ 0.98	$ 1.03	$ 1.07	$ 1.12	Recycle		ERG
Misc. Flammable Loose pack	$ 0.90	$ 0.98	$ 1.03	$ 1.07	$ 1.12	Recycle		ERG
Various Off-Spec Isocyanates/Resins/Solvents	$ 0.90	$ 0.98	$ 1.03	$ 1.07	$ 1.12	Recycle		ERG
Aerosols, Household Flammable	$ 0.90	$ 0.98	$ 1.03	$ 1.07	$ 1.12	Recycle		ERG
Aerosols, Herbicides/Pesticides/Insecticides	$ 0.90	$ 0.98	$ 1.03	$ 1.07	$ 1.12	Incineration	Recycle	ERG
HHW Oil Filters	$ N/C	$ N/C	$ N/C	$ N/C	$ N/C	Recycle		ERG
Waste Pesticides, Herbicides, Insecticides, Consumer Packaged Poisons (Loose Pack)	$ 0.90	$ 0.98	$ 1.03	$ 1.07	$ 1.12	Incineration	Treatment	ERG
Acids Loose pack in Consumer Packages	$ 0.90	$ 0.98	$ 1.03	$ 1.07	$ 1.12	Treatment		ERG
Organic Acids in Consumer Packages	$ 0.90	$ 0.98	$ 1.03	$ 1.07	$ 1.12	Treatment		ERG
Bases Loose pack in Consumer Packages	$ 0.90	$ 0.98	$ 1.03	$ 1.07	$ 1.12	Treatment		ERG
Mercury Elemental	$ 33.00	$ 34.00	$ 35.00	$ 36.00	$ 37.00	Recycle		ERG
Mercury Containing Equipment	$ 33.00	$ 34.00	$ 35.00	$ 36.00	$ 37.00	Treatment	Recycle	ERG
Nickel-Cadmium Batteries	$ 0.90	$ 0.98	$ 1.03	$ 1.07	$ 1.12	Recycle		ERG

* PRICE IS INCLUSIVE OF ALL FEES *

Attachment B Base Bid Pricing Sheet Medina County Solid Waste Management District 2022 HHW-RFP Attachment B - Per Pound Pricing								
Item To Be Collected	2023 Price/Lbs	2024 Price/Lbs	2025 Price/Lbs	2026 Price/Lbs	2027 Price/Lbs	Minimum Method of Management	Alternate Method of Management	Final TSDF
Nickel/Metal Hydride Batteries	$ 0.90	$ 0.98	$ 1.03	$ 1.07	$ 1.12	Recycle		ERG
Lithium Batteries	$ 4.00	$ 4.35	$ 4.70	$ 5.00	$ 5.25	Recycle		ERG
Button Batteries	$ 4.00	$ 4.35	$ 4.70	$ 5.00	$ 5.25	Recycle		ERG
Alkaline Batteries	$ 0.90	$ 0.98	$ 1.03	$ 1.07	$ 1.12	Landfill	Recycle	ERG
Ballasts and Transformers	$ 0.90	$ 0.98	$ 1.03	$ 1.07	$ 1.12	Treatment		ERG
4-8' Fluorescent Bulbs	$ 0.90	$ 0.98	$ 1.03	$ 1.07	$ 1.12	Recycle		ERG
Compact Fluorescent Bulbs	$ 0.90	$ 0.98	$ 1.03	$ 1.07	$ 1.12	Recycle		ERG
Circular and Odd Shaped Fluorescent Bulbs	$ 0.90	$ 0.98	$ 1.03	$ 1.07	$ 1.12	Recycle		ERG
Compressed Gas Cylinders, Refrigerant (R12, R22, R134a)	$ 20.00	$ 20.00	$ 20.00	$ 20.00	$ 20.00	Recycle		ERG
Compresses Gas Cylinders, Acetylene	$ 50.00	$ 50.00	$ 50.00	$ 50.00	$ 50.00	Recycle		ERG
Compressed Gas Cylinders, Oxygen Gasses	$ 20.00	$ 20.00	$ 20.00	$ 20.00	$ 20.00	Recycle		ERG
Compressed Gas Cylinders, BBQ and RV Style Propane Cylinders	$ 10.00	$ 10.00	$ 10.00	$ 10.00	$ 10.00	Recycle		ERG
Fuse, Highway or Boat	$ 4.00	$ 4.35	$ 4.70	$ 5.00	$ 5.25	Landfill	Incineration	ERG
Smoke Detectors w/Americium	$ 1.03	$ 1.03	$ 1.03	$ 1.07	$ 1.12	Treatment	Landfill	ERG
Foam Insulation Cylinders	$ 268.00	$ 268.00	$ 268.00	$ 268.00	$ 268.00	Treatment	-	ERG

ALL cylinders will be charged on a "per each" basis, NOT on a "per lb" basis.

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REGULAR MEETING – TUESDAY, NOVEMBER 25, 2025

The Board of County Commissioners of Medina County, Ohio, met in regular session on this date with the following members present:

Colleen M. Swedyk Stephen D. Hambley Aaron M. Harrison

Mrs. Swedyk offered the following resolution and moved the adoption of same, which was duly seconded by Mr. Hambley.

RESOLUTION NO. 25-0906

APPROVING INCREASES TO THE MEDINA COUNTY BUILDING DEPARTMENT PERMIT FEES

WHEREAS, the Medina County Building Department is responsible for ensuring the safety and compliance of construction activities within the County through the issuance of permits and inspections; and

WHEREAS, the current permit fee schedule has been in effect since November 2019 and has not been adjusted in more than six years; and

WHEREAS, the Building Department has experienced increased operational costs, including but not limited to personnel, technology, and administrative expenses, which necessitate an update to the fee structure to maintain service levels and regulatory compliance; and

WHEREAS, the proposed fee increases have been reviewed and discussed in public hearings held on November 4, 2025, and November 18, 2025, and the public was given the opportunity to provide input; and

WHEREAS, the revised fee schedule has been made available to the public and reflects modest increases across residential and commercial permit categories, including plan review, inspection, and administrative fees;

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Medina County, Ohio, that:

1. **Approval of Fee Increases**: The revised Building Department permit fee schedule, as presented and attached hereto as Exhibit A, is hereby approved.
2. **Effective Date**: The new fee schedule shall take effect on January 1, 2026, and shall apply to all fees paid on or after that date.
3. **Notification**: The Building Department shall ensure that the updated fee schedule is published on the County website and made available at the Department's office for public access.

Voting AYE thereon: Mrs. Swedyk, Mr. Hambley and Mr. Harrison

Adopted: November 25, 2025

Prepared by: Building Department

APPENDIX I
FEE SCHEDULE

ALL AREA AND PERIMETER MEASUREMENTS SHALL BE MADE ON THE EXTERIOR OF STRUCTURE SURFACES.

RESIDENTIAL FEE SCHEDULE

1. ALL RESIDENTIAL PERMITS ARE SUBJECT TO AN ADDITIONAL 1% STATE FEE.
2. $10 TECHNOLOGY FEE WILL BE ADDED TO ALL PLAN REVIEW AND PERMIT FEES.
3. BUILDING ALTERATION AND MECHANICAL OR ELECTRICAL PERMITS, FOR PRIVATELY OWNED CONDOS AND TOWNHOMES, SHALL USE THE RESIDENTIAL FEE SCHEDULE.

RESIDENTIAL PLAN REVIEW FEE SCHEDULE

AN APPLICATION AND PLAN REVIEW FEE ARE REQUIRED WITH ALL RESIDENTIAL PLANS SUBMITTED FOR APPROVAL. NOTIFICATION OF CORRECT FEE WILL BE PROVIDED TO APPLICANT.

TYPE OF PLAN REVIEW	ALL USEGROUPS BASE FEE	+ STATE FEE	+ TECHNOLOGY FEE	= TOTAL
NEW DWELLING	$55.00	1%	$10.00	$65.55
SPRINKLER SYSTEM	$95.00	1%	$10.00	$105.95
ALL OTHERS	$30.00	1%	$10.00	$40.30

RESIDENTIAL PERMIT FEE SCHEDULE

RESIDENTIAL BUILDING	BASE FEE	SQ FT OR ADDITIONAL FEE
NEW, ADDITION OR ALTERATION	~~$73.00~~ $80.00	~~$0.09~~/SF $0.11
INDUSTRIALIZED UNIT – (OHIO)	~~$73.00~~ $80.00	~~$0.09~~/SF $0.11
FIREPLACE, WOODSTOVE, OR CHIMNEY	~~$73.00~~ $80.00	$19.50 each additional unit
EXISTING BUILDING CERTIFICATE OF OCCUPANCY	~~$36.50~~$40.00	Building only, electric is separate

RESIDENTIAL ELECTRICAL	BASE FEE	SQ FT OR ADDITIONAL FEE
NEW, ADDITION OR ALTERATION	~~$73.00~~ $80.00	~~$0.07~~/SF $0.09
TEMPORARY SERVICE OR LIGHTING ONLY	~~$73.00~~ $80.00	
SERVICE ONLY – NEW, UPGRADE OR REPAIR	~~$73.00~~ $80.00	$19.50 each additional unit
GENERATOR	~~$73.00~~ $80.00	$19.50 each additional unit
LIGHT FIXTURES ONLY	~~$73.00~~ $80.00	
EXTERIOR LANDSCAPE/LOT LIGHTING	~~$73.00~~ $80.00	

WELL, SEPTIC, CONDUIT TRENCH	~~$73.00~~ $80.00	$19.50 each additional unit
APPLIANCE HOOKUP	~~$73.00~~ $80.00	$19.50 each additional unit
ABOVE GROUND SWIMMING POOL	~~$73.00~~ $80.00	
IN-GROUND SWIMMING POOL	$125.00	
EXISTING BUILDING CERTIFICATE OF OCCUPANCY	~~$36.50~~$40.00	Electric only
HOT TUBS AND SPAS	~~$73.00~~ $80.00	
POWER RESTORATION	~~$73.00~~ $80.00	
SOLAR/WIND SYSTEMS	~~$73.00~~ $80.00	

RESIDENTIAL MECHANICAL	**BASE FEE**	**SQ FT OR ADDITIONAL FEE**
NEW, ADDITION OR ALTERATION	~~$73.00~~ $80.00	$~~.04~~/SQ FT $0.06
ALL TYPES OF ADD ON OR REPLACEMENT MECHANICAL UNIT(S). *ADDITIONAL UNIT FEES N/A FOR COILS OR FOR HEADS OF SPLIT SYSTEMS.*	~~$73.00~~ $80.00	$19.50 each additional unit
FUEL GAS PIPING SYSTEM – ADD ON OR REPLACEMENT	~~$73.00~~ $80.00	$19.50 each additional unit

RESIDENTIAL FIRE PROTECTION	**BASE FEE**	**SQ FT OR ADDITIONAL FEE**
SPRINKLER SYSTEM	~~$73.00~~ $80.00	$~~.01~~/SQ FT $0.02

COMMERCIAL FEE SCHEDULE

1. ALL COMMERCIAL PERMITS ARE SUBJECT TO A 3% STATE FEE
2. $10 TECHNOLOGY FEE WILL BE ADDED TO ALL PLAN REVIEW AND PERMIT FEES.
3. BUILDING ALTERATIONS AND MECHANICAL OR ELECTRICAL PERMITS, FOR PRIVATELY OWNED CONDOS AND TOWNHOMES, SHALL USE THE RESIDENTIAL FEE SCHEDULE.

COMMERCIAL PLAN REVIEW FEE SCHEDULE

AN APPLICATION AND PLAN REVIEW FEE ARE REQUIRED WITH ALL COMMERCIAL PLANS SUBMITTED FOR APPROVAL. NOTIFICATION OF CORRECT FEE WILL BE PROVIDED TO APPLICANT.
AMOUNTS SHOWN ALREADY INCLUDE THE 3% STATE FEE AND $10.00 TECH FEE

REVIEW TYPES

AREA OF CONSTRUCTION (SQUARE FEET)	FACTORY, STORAGE, ALL ALARMS, ALL SPRINKLERS	ASSEMBLY, BUSINESS, EDUCATION, INSTITUTION, MERCANTILE
0 - 500	$ 113.00	$ 113.00
501- 2,000	$ 216.00	$ 216.00
2,001 - 6,000	$ 319.00	$ 422.00
6,001 - 20,000	$ 422.00	$ 628.00
20,001- 40,000	$ 525.00	$ 1,040.00
40,001- 80,000	$ 628.00	$ 1,452.00
80,001 - 120,000	$ 731.00	$ 1,864.00
120,001 - 160,000	$ 834.00	$ 2,276.00
160,001- 200,000	$ 937.00	$2,688.00
200,001 and above	$1,040.00	$3,100.00

IF ACTUAL COST OF PLAN REVIEW EXCEEDS SCHEDULE FEE LISTED ABOVE, THE PLAN REVIEW FEE WILL BE ADJUSTED TO REFLECT ACTUAL COST.

COMMERCIAL PERMIT FEE SCHEDULE

COMMERCIAL BUILDING	BASE FEE	SQ FT OR ADDITIONAL FEE
NEW CONSTRUCTION, ADDITION, ALTERATION	$~~175.00~~ $180.00	$~~0.11~~/SF $0.13
PHASED APPROVAL: FOOTING OR FOUNDATION	~~$175.00~~$180.00	
SIGN	~~$175.00~~$180.00	$23.00 each additional unit
EXISTING BUILDING CERTIFICATE OF OCCUPANCY	~~$87.50~~$90.00	For building only, electric is separate

SPECIAL EVENT	~~$87.50~~$180.00	

COMMERCIAL ELECTRIC	BASE FEE	SQ FT OR ADDITIONAL FEE
NEW CONSTRUCTION, ADDITION, ALTERATION	~~$175.00~~$180.00	$~~0.08~~/SF $0.10
MULTI-UNIT – NEW CONSTRUCTION	~~$175.00~~$180.00	$~~0.08/~~ $0.10/SQ FT + $23.00 each additional unit
PHASED APPROVAL: SERVICE OR LIGHTING ONLY	~~$175.00~~$180.00	
SERVICE ONLY – NEW, UPGRADE OR REPAIR	~~$175.00~~$180.00	$23.00 each additional unit
TEMPORARY SERVICE OR LIGHTING ONLY	~~$175.00~~$180.00	$23.00 each additional unit
GENERATOR	~~$145.00~~$180.00	$23.00 each additional unit
SIGN	~~$175.00~~$180.00	$23.00 each additional unit
SWIMMING POOLS	~~$145.00~~$180.00	
PARKING LOT LIGHT POLES	~~$175.00~~$180.00	$8.00 each additional unit
EXTERIOR LIGHTS ONLY	~~$175.00~~$180.00	$8.00 each additional unit
GAS PUMPS	~~$123.00~~$180.00	$23.00 each additional unit
ALL TYPES OF APPLIANCE HOOKUPS – NEW OR REPLACEMENT	~~$175.00~~$180.00	$23.00 each additional unit
EXISTING BUILDING CERTIFICATE OF OCCUPANCY	~~$87.50~~$90.00	
POWER RESTORATION	~~$175.00~~$180.00	
SOLAR/WIND SYSTEMS	~~$175.00~~$180.00	
SPECIAL EVENT	~~$87.50~~$180.00	

COMMERCIAL MECHANICAL (HVAC)	BASE FEE	SQ FT OR ADDITIONAL FEE
NEW CONSTRUCTION, ADDITION, ALTERATION INCLUDES A/C	~~$175.00~~$180.00	$~~.04~~/SQ FT $0.06
MULTI-UNIT - NEW CONSTRUCTION	~~$175.00~~$180.00	$ ~~.04~~$0.06/SQ FT + $23.00 each additional unit
PHASED APPROVAL: HEATING ONLY	~~$175.00~~$180.00	$23.00 each additional unit
ALL TYPES OF ADD ON OR REPLACEMENT MECHANICAL UNIT(S) *ADDITIONAL UNIT FEES N/A FOR COILS OR FOR HEADS OF SPLIT SYSTEMS.*	~~$175.00~~$180.00	$23.00 each additional unit
EXHAUST HOOD	~~$175.00~~$180.00	$38.00 each additional unit

COMMERCIAL FIRE PROTECTION	BASE FEE	SQ FT OR ADDITIONAL FEE
SPRINKLER SYSTEM	~~$175.00~~$180.00	~~$.02~~$0.03/SQ FT
FIRE ALARM SYSTEM	~~$175.00~~$180.00	~~$.01~~$0.02/SQ FT
FIRE ALARM FOR SPRINKLER MONITORING ONLY OR PANEL REPLACEMENT ONLY	$180.00	$38.00 for each additional riser
LIMITED AREA; SUPPRESSION OR SPRINKLER	~~$175.00~~$180.00	
HOOD SUPPRESSION	~~$175.00~~$180.00	$38.00 each additional unit

MISCELLANEOUS FEES (MAY NOT BE SUBJECT TO STATE FEE)	
BUILDING, ELECTRICAL OR MECHANICAL INSPECTIONS	
SPECIALTY INSPECTION PERMIT (+ STATE FEE+TECHNOLOGY FEE) Based upon one inspector spending not more than 1 hour of cumulative time	$90.00
AFTER HOURS SPECIALTY INSPECTION (+ STATE FEE) Based upon one inspector	$300.00
RE-INSPECTION FEE (+ STATE FEE)	$50.00
ADMINISTRATIVE PROCESSING FEES	
TECHNOLOGY FEE (APPLIED TO ALL PLAN REVIEW AND PERMIT FEES)	$10.00
BOARD OF BUILDING APPEALS (NO TECH FEE OR STATE FEE)	$100.00
PARTIAL, TIME-LIMITED, & TEMPORARY CERTIFICATE OF OCCUPANCY FOR EXISTING PERMITS (NO TECH FEE OR STATE FEE)	$180.00
PERMIT TRANSFERS (NO TECH FEE OR STATE FEE)	$75.00
COPIES (PER 8 1/2 x 11PAGE)	$0.10
EXPIRATION OF PERMITS – EXTENSIONS FEES	
(a.) Construction not started within 12 months of plan approval (NO TECH FEE OR STATE FEE)	$100.00
(b.) Construction delayed or suspended for 6 months-(NO TECH FEE OR STATE FEE)	$100.00

LARGE PROJECT PERMIT COST REDUCTION SCHEDULE To be applied before State fee and technology fee is added.	
PERMIT AREA BETWEEN (SQUARE FEET)	**REDUCTION**
100,001 – 200,000	**10%**
200,001 – 300,000	**15%**
300,001 - 400,000	**20%**
400,001 – 500,000	**25%**
500,001 and above	**30%**

REFUNDS

No refunds will be issued except in the case of County error.

TRANSFERS OF PERMITS

Permits are issued to the owner of the real property or their representative. Permits are transferable from one party to another upon payment of the transfer fee and either (1) written request of the releasing and gaining parties or (2) written notice of the property owner.

EXPIRATION OF PERMITS

The Certificate of Plan Approval and therefore the Permit expire if:

a. Construction, erection, alteration, or other work upon the building has not commenced within twelve months of the approval of the plans or drawings and specifications. One extension shall be granted for an additional twelve-month period if the owner requests at least ten days in advance of the expiration of the permit and upon payment of a fee not to exceed one hundred dollars. [ORC 3791.04(C)]

b. If, in the course of construction, work is delayed or suspended for more than six months; the approval of plans or drawings and specifications is invalid. Two extensions shall be granted for six months each if the owner requests at least ten days in advance of the expiration of the permit and upon payment of a fee for each extension of not more than one hundred dollars. [ORC 3791.04(C)]

REGULAR MEETING – TUESDAY, NOVEMBER 25, 2025

The Board of County Commissioners of Medina County, Ohio, met in regular session on this date with the following members present:

Colleen M. Swedyk Stephen D. Hambley Aaron M. Harrison

Mrs. Swedyk offered the following resolution and moved the adoption of same, which was duly seconded by Mr. Hambley.

RESOLUTION NO. 25-0907

APPROVING THE 2026 MEDINA COUNTY PUBLIC TRANSIT AGENCY SAFETY PLAN

WHEREAS, the Medina County Public Transit is the transit operator for Medina County and employs staff and drivers, and

WHEREAS, on July 29, 2018 the Federal Transit Administration (FTA) published the Public Transportation Agency Safety Plan (PTASP) Final Rule, which requires certain operators of public transportation systems that receive federal funds under FTA's Urbanized Area Formula Grants to develop safety plans that include the processes and procedures to implement Safety Management Systems (SMS), and

WHEREAS, the Federal Transit Administration requires compliance of this rule adds a new part 673, ‘‘Public Transportation Agency Safety Plans,’’ to Title 49 of the Code of Federal Regulations, to be implemented the requirements of 49U.S.C. 5329(d) by December 1, 2020, and

WHEREAS, the Medina County Public Transit has developed the Medina County Public Transit Agency Safety Plan that meets Federal Transit Administration requirements for safe operations and must be updated and certified annually, and

NOW, THEREFORE, BE IT RESOLVED, by the Medina County Board of Commissioners that Medina County Public Transit is hereby authorized to adopt the Medina County Public Transit Agency Safety Plan and shall be kept on file with the Transit Director.

Voting AYE thereon: Mrs. Swedyk, Mr. Hambley and Mr. Harrison

Adopted: November 25, 2025

Prepared by: Medina County Public Transit

MEDINA COUNTY PUBLIC TRANSIT AGENCY SAFETY PLAN

On July 19, 2018, FTA published the Public Transportation Agency Safety Plan (PTASP) Final Rule, which requires certain operators of public transportation systems that receive federal funds under FTA's Urbanized Area Formula Grants to develop safety plans that include the processes and procedures to implement Safety Management Systems (SMS). This rule adds a new part 673, "Public Transportation Agency Safety Plans," to Title 49 of the Code of Federal Regulations. The rule implements the requirements of 49U.S.C. 5329(d)

The plan must include safety performance targets. Transit operators also must certify they have a safety plan in place meeting the requirements of the rule by December 31, 2020. The plan must be updated and certified by the transit agency annually.

1. **TRANSIT AGENCY INFORMATION**

Transit Agency Name
Medina County Public Transit

Transit Agency Address
6094 Wedgewood Rd. Medina, OH 44256

Name and Title of Accountable Executive
Shannon Rine, Transit Director

Name and Title of Chief Safety Officer
Amy Carpenter, Operations Supervisor

Mode(s) of Service Covered by This Plan
In 2024, Medina County Public Transit transitioned from a Traditional City Bus Schedule to a Micro-Transit solution for our three (3) cities in Medina County

General Public Demand (County-Wide) & MicroTransit Services for three (3) cities in Medina County
Provided directly by a transit agency, using their employees to supply the necessary labor to operate the revenue vehicles.

FTA Funding Types
5307, 5310, 5311

Mode(s) of Service Provided by the Transit Agency (Directly operated or contracted service)

General Public Demand (County-Wide) & MicroTransit Services for three (3) cities in Medina County

Medina County Public Transit ***does not*** provide transit services on behalf of another transit agency of entity.

2. PLAN DEVELOPMENT, APPROVAL, AND UPDATES

Name of Entity that Drafted this Plan
Medina County Public Transit

Signature of Accountable Executive		**Relevant Documentation** Title and Location
x		
Shannon Rine, Transit Director		
Approval by the Board of Directors of an Equivalent Authority		**Relevant Documentation** Title and Location
x		
Matt Springer, County Administrator		
Certification of Compliance		**Relevant Documentation (Commissioners meeting dated & resolution)** Title and Location
x		
Aaron Harrison, President, Medina County Commissioners		

Version Number and Updates
Record the complete history of successive versions of this plan

Version Number	Section/Pages Affected	Reason for Change	Date Issued
1	1-7	New Policy Document	9/2/2025
2	1-10	FTA Recommendations	4/16/2020
3	3-16	FTA Recommendations	5/14/2020
4	7-17	FTA Recommendations	8/19/2020

Annual Review and Update of the Agency Safety Plan
Medina County Public Transit reviews the Safety Performance Targets set within this plan. The CSO and other key personnel will jointly review and update the ASP by June 1 of each year. The CSO and other key personnel will then present the updated ASP to the Accountable Executive for review and approval. The Accountable Executive will then approve and forward to the County Commission for approval by July 15.

This plan addresses all applicable requirements and standards as set forth in FTA's Public Transportation Safety Program and the National Public Transportation Safety Plan.

3. SAFETY PERFORMANCE TARGETS

Safety Performance Targets
The targets below are based on safety performance measures established under the National Transportation Safety Plan. These numbers represent trends from the last three years of NTD Reports.

Mode of Transit Service	Fatalities (Total)	Fatalities (Per 10,000 VRM)	Injuries (Total)	Injuries (Per 10,000 VRM)	Safety Events (Total)	Safety Events (Per 10,000 VRM)	System Reliability (VRM/failures)
General Public Demand/Micro Transit	0	0	0.1	0.5	0.1	0.1	40,305

Safety Performance Target Coordination
Describe the coordination with the State and Metropolitan Planning Organization(s) (MPO) in the selection of State and MPO safety performance targets.

Targets are transmitted to the following entities annually by July 20.

- Governing Board of the Northeast Ohio Areawide Coordinating Agency (NOACA) – a minimum of quarterly calls occur with NOACA and MCPT attends NOACA meetings and events.
- Ohio Department of Transportation (ODOT) - MCPT will report all statistics and findings to ODOT and reply on ODOT to update up with new DOT regulations as required.

4. SAFETY MANAGEMENT POLICY

Safety Management Policy Statement
Medina County Public Transit recognizes that the management of safety is a core value of our business. The management team at Medina County Public Transit will embrace the Safety Management System and is committed to developing, implementing, maintaining, and constantly improving processes to ensure the safety of our employees, customers, and the general public. All levels of management and frontline employees are committed to safety and understand that safety is the primary responsibility of all employees.

- Communicating the purpose and benefits of the Safety Management System (SMS) to all staff, managers, supervisors, and employees.
- Providing a culture of open reporting of all safety concerns, ensuring that no action will be taken against any employee who discloses a safety concern through MCPT's Employee Safety Reporting
- Program (ESRP), unless such disclosure indicates, beyond any reasonable doubt, an illegal act, gross negligence, or a deliberate or willful disregard of regulations or procedures.
- Providing appropriate management involvement and the necessary resources to establish an effective ESRP that will encourage employees to communicate and report any unsafe work conditions, hazards, or at-risk behavior to the management team.

- Identifying hazardous and unsafe work conditions and analyzing data from the ESRP. (After thoroughly analyzing provided data, the transit operations division will develop processes and procedures to mitigate safety risk to an acceptable level.)
- Establishing safety performance targets that are realistic, measurable, and data driven. Continually improving our safety performance through management processes that ensure appropriate safety management action is taken and is effective.

Safety Management Policy Communication
The Chief Safety Officer, who leads MCPT's SMS activities, introduced our staff to SMS principles in December 2020, at an All-Staff Meeting. MCPT's Safety Management Policy Statement was also distributed to each employee in the form of a handout during this All-Staff Meeting. MCPT also posts copies of the Safety Management Policy Statement on bulletin boards at headquarters, in the operations area, and in maintenance break areas of the operating division. MCPT has incorporated review and distribution of the Safety Management Policy Statement

MCPT's SMS has been implemented into new-hire training and all-staff annual refresher training. The Safety Management Policy is communicated during training with all new hires. Existing employees are responsible for reviewing the policy and signing off that they have read and understood the policy. Records can be kept digitally or hardcopy. A copy of the policy will be available in the employee breakroom.

Authorities, Accountabilities, and Responsibilities
Each of the following individuals is responsible for the development and management of Medina County Public Transit's Safety management system.

Accountable Executive
The Director of Transit Services, Shannon Rine, serves as MCPT's Accountable Executive with the following authorities, accountabilities, and responsibilities under this plan:

- Controls and directs human and capital resources needed to develop and maintain the ASP and SMS.
- Designates an adequately trained Chief Safety Officer who is a direct report.
- Ensures that MCPT's SMS is effectively implemented.
- Ensures action is taken to address substandard performance in MCPT's SMS.
- Assumes ultimate responsibility for carrying out MCPT's ASP and SMS.
- Maintains responsibility for carrying out the agency's Transit Asset Management Plan.

Chief Safety Officer
The Accountable Executive designates the Operations Supervisor as MCPT's Chief Safety Officer. The Chief Safety Officer has the following authorities, accountabilities, and responsibilities under this plan:

- Develops MCPT's ASP and SMS policies and procedures.
- Ensures and oversee day-to-day implementation and operation of MCPT's SMS.
- Manages MCPT's ESRP.
- Chairs the MCPT Safety Committee and
    - Coordinates the activities of the committee.
    - Establishes and maintains MCPT's Safety Risk Register and Safety Event Log to monitor and analyze trends in hazards, occurrences, incidents, and accidents.
    - Maintains and distributes minutes of committee meetings.
- Advises the Accountable Executive on SMS progress and status.

- Identifies substandard performance in MCPT's SMS and develops action plans for approval by the Accountable Executive.
- Ensures MCPT policies are consistent with MCPT's safety objectives.
- Provides Safety Risk Management (SRM) expertise and support

Agency Leadership and Agency Leadership and Executive Management
Agency Leadership and Executive Management also have authorities and responsibilities for day-to-day SMS implementation and operation of MCPT's SMS under this plan. MCPT Agency Leadership and Executive Management include:

- Director of Transit Services
- Operations Manager
- Director of Vehicle Maintenance
- Director of Human Resources
- Office Manager, Procurement
- Road Supervisors

Key Staff
MCPT uses the Safety Committee, as well as the regular Drivers' Meeting and Annual All-Staff Meetings, to support its SMS and safety programs.

Safety Committee
Any safety hazards reported will be jointly evaluated by the Safety Committee and the Chief Safety Officer during the quarterly meeting. The Safety Committee members include the Accountable Executive (Shannon Rine), Chief Safety Officer (Amy Carpenter), a road supervisor that is a representative from General Public Demand & MicroTransit Services, a member of the union, and a representative from County Risk Management (Dawn Fry) who meet quarterly to review issues and make recommendations to improve safety.

Drivers' Meetings
A permanent agenda item in all quarterly Drivers' Meetings is dedicated to safety. Safety issues are discussed and documented.

Quarterly All-Staff Meetings
Hazard reports and mitigations will be shared, safety topics will be brought up for open discussion, further feedback solicited, and hazard self-reporting further encouraged.

Employee Safety Reporting Program
MCPT's ESRP encourages employees who identify safety concerns in their day-to-day duties to report them to senior management in good faith without fear of retribution. There are many ways employees can report safety conditions:

- Report conditions directly to the dispatcher, who will add them to the daily Operations Log.
- Report conditions directly to any supervisor, manager, or director using a concern for client report or incident report

Examples of information typically reported include:

- Safety concerns in the operating environment (for example, county or city road conditions or the condition of facilities or vehicles)
- Policies and procedures that are not working as intended (for example, insufficient time to load a mobility device)
- Events that senior managers might not otherwise know about (for example, near misses)

- Information about why a safety event occurred (for example, radio communication challenges).

On a daily basis, the Chief Safety Officer reviews the dispatch daily Operations Log, checks the comment box, dedicated email address, and documents any identified safety conditions in the Safety Risk Register. MCPT's Chief Safety Officer, supported by the Safety Committee, as necessary, will review and address each employee report, ensuring that hazards and their consequences are appropriately identified and resolved through MCPT's SRM process and that reported deficiencies and non-compliance with rules or procedures are managed through MCPT's Safety Assurance process.

MCPT's Chief Safety Officer discusses actions taken to address reported safety conditions during the quarterly All-Staff Meetings. Additionally, if the reporting employee provided his or her name during the reporting process, the Chief Safety Officer or designee follows up directly with the employee when MCPT determines whether or not to take action and after any mitigations are implemented.

MCPT encourages participation in the ESRP by protecting employees that report safety conditions in good faith However, MCPT may take disciplinary action if the report involves any of the following:

- Willful participation in illegal activity, such as assault or theft.
- Gross negligence, such as knowingly utilizing heavy equipment for purposes other than intended such that people or property are put at risk.
- Deliberate or willful disregard of regulations or procedures, such as reporting to work under the Influence of controlled substances.

Medina County Public Transit is also part of Medina County's Safety Tag Program. This Policy outlines procedures to be used by Medina County allow employees to report any unsafe areas, processes, procedures and safety concerns that they may have concerning their department or area of employment. The Department Head shall ensure that all employees are able to fill out a safety tag when an unsafe condition is identified. The purpose of this program is to take relevant safety issues and make others aware of these issues. By getting the employee engaged will allow them to self-correct tags or have more solutions for corrections when it comes to employee safety.

5. SAFETY RISK MANAGEMENT PROCESS

Safety Risk Management Process

Describe the Safety Risk Management process, including:

- **Safety Hazard Identification:** The methods or processes to identify hazards and consequences of the hazards.
- **Safety Risk Assessment:** The methods or processes to assess the safety risks associated with identified safety hazards.
- **Safety Risk Mitigation:** The methods or processes to identify mitigations or strategies necessary as a result of safety risk assessment.

MCPT uses the SRM process as a primary method to ensure the safety of our operations, passengers, employees, vehicles, and facilities. It is a process whereby hazards and their consequences are identified, assessed for potential safety risk, and resolved in a manner acceptable to MCPT's leadership. MCPT's SRM process allows us to carefully examine what could cause harm and determine whether we have taken sufficient precautions to minimize the harm, or if further mitigations are necessary.

MCPT's Chief Safety Officer leads MCPT's SRM process, working with MCPT's Safety Committee to identify hazards and consequences, assess safety risk of potential consequences, and mitigate safety risk. The results of MCPT's SRM process are documented in our Safety Risk Register and referenced materials. MCPT's SRM process applies to all elements of our system including our operations and maintenance; facilities and vehicles; and personnel recruitment, training, and supervision. In carrying out the SRM process, MCPT uses the following terms:

- **Event –** Any accident, incident, or occurrence.
- **Hazard** – Any real or potential condition that can cause injury, illness, or death; damage to or loss of the facilities, equipment, rolling stock, or infrastructure belonging to MCPT; or damage to the environment.
- **Risk** – Composite of predicted severity and likelihood of the potential effect of a hazard.
- **Risk Mitigation** – Method(s) to eliminate or reduce the effects of hazards.
- **Consequence** – An effect of a hazard involving injury, illness, death, or damage to MCPT property or the environment.

Safety Hazard Identification

Safety Hazard Identification The safety hazard identification process offers MCPT the ability to identify hazards and potential consequences in the operation and maintenance of our system. Hazards can be identified through a variety of sources, including:

- ESRP
- Review of vehicle camera footage
- Review of monthly performance data and safety performance targets
- Observations from supervisors
- Maintenance reports
- Comments from customers, passengers, and third parties, including MCPT's transit insurance pool and vendors
- Safety Committee, Drivers', and All-Staff Meetings
- Results of audits and inspections of vehicles and facilities
- Results of training assessments

- Investigations into safety events, incidents, and occurrences
- Federal Transit Administration (FTA) and other oversight authorities (mandatory information sources).

When a safety concern is observed by MCPT's management or supervisory personnel, whatever the source, it is reported to MCPT's Chief Safety Officer. Procedures for reporting hazards to MCPT's Chief Safety Officer are reviewed during All-Staff Meetings and in the Safety Committee. MCPT's Chief Safety Officer also receives employee reports from the ESRP, customer comments related to safety, and the dispatch daily Operations Log. MCPT's Chief Safety Officer reviews these sources for hazards and documents them in MCPT's Safety Risk Register.

MCPT's Chief Safety Officer also may enter hazards into the Safety Risk Register based on their review of MCPT's operations and maintenance, the results of audits and observations, and information received from FTA and other oversight authorities, as well as the National Transportation Safety Board.

MCPT's Chief Safety Officer may conduct further analyses of hazards and consequences entered into the Safety Risk Register to collect information and identify additional consequences and to inform which hazards should be prioritized for safety risk assessment. In following up on identified hazards, MCPT's Chief Safety Officer may:

- Reach out to the reporting party, if available, to gather all known information about the reported hazard.
- Conduct a walkthrough of the affected area, assessing the possible hazardous condition, generating visual documentation (photographs and/or video), and taking any measurements deemed necessary.
- Conduct interviews with employees in the area to gather potentially relevant information on the reported hazard.
- Review any documentation associated with the hazard (records, reports, procedures, inspections, technical documents, etc.).
- Contact other departments that may have association with or technical knowledge relevant to the reported hazard.
- Review any past reported hazards of a similar nature.
- Evaluate tasks and/or processes associated with the reported hazard.

MCPT's Chief Safety Officer will then prepare an agenda to discuss identified hazards and consequences with the Safety Committee during quarterly meetings. This agenda may include additional background on the hazards and consequences, such as the results of trend analyses, vehicle camera footage, vendor documentation, reports and observations, or information supplied by FTA or other oversight authorities.

Any identified hazard that poses a real and immediate threat to life, property, or the environment must immediately be brought to the attention of the Accountable Executive and addressed through the SRM process (with or without the full Safety Committee) for safety risk assessment and mitigation. This means that the Chief Safety Officer believes immediate intervention is necessary to preserve life, prevent major property destruction, or avoid harm to the environment that would constitute a violation of Environmental Protection Agency or Any State environmental protection standards. Otherwise, the Safety Committee will prioritize hazards for further SRM activity.

Safety Risk Assessment

MCPT assesses safety risk associated with identified safety hazards using its safety risk assessment process. This includes an assessment of the likelihood and severity of the consequences of hazards, including existing mitigations, and prioritizing hazards based on safety risk.

The Chief Safety Officer and Safety Committee assess prioritized hazards using MCPT's Safety Risk Matrix. This matrix expresses assessed risk as a combination of one severity category and one likelihood level, also referred to as a hazard rating. For example, a risk may be assessed as "1A" or the combination of a Catastrophic (1) severity category and a Frequent (A) probability level.

This matrix also categorizes combined risks into levels, High, Medium, or Low, based on the likelihood of occurrence and severity of the outcome. For purposes of accepting risk:

- **"High"** hazard ratings will be considered unacceptable and require action from MCPT to mitigate the safety risk
- **"Medium"** hazard ratings will be considered undesirable and require MCPT's Safety Committee to make a decision regarding their acceptability
- **"Low"** hazard ratings may be accepted by the Chief Safety Officer without additional review.

Using a categorization of High, Medium, or Low allows for hazards to be prioritized for mitigation based on their associated safety risk.

The Chief Safety Officer schedules safety risk assessment activities on the Safety Committee agenda and prepares a Safety Risk Assessment Package. This package is distributed at least one week in advance of the Safety Committee meeting. During the meeting, the Chief Safety Officer reviews the hazard and its consequence(s) and reviews available information distributed in the Safety Risk Assessment Package on severity and likelihood. The Chief Safety Officer may request support from members of the Safety Committee in obtaining additional information to support the safety risk assessment.

Once sufficient information has been obtained, the Chief Safety Officer will facilitate completion of relevant sections of the Safety Risk Register, using the MCPT Safety Risk Assessment Matrix, with the Safety Committee. The Chief Safety Officer will document the Safety Committee's safety risk assessment, including hazard rating and mitigation options for each assessed safety hazard in the Safety Risk Register. The Chief Safety Officer will maintain on file Safety Committee agendas, Safety Risk Assessment Packages, additional information collection, and completed Safety Risk Register sections for a period of three years from the date of generation

Safety Risk Mitigation

MCPT's Accountable Executive and Chief Safety Officer review current methods of safety risk mitigation and establish methods or procedures to mitigate or eliminate safety risks associated with specific hazards based on recommendations from the Safety Committee. MCPT can reduce safety risk by reducing the likelihood and/or severity of potential consequences of hazards.

Prioritization of safety risk mitigations is based on the results of safety risk assessments. MCPT's Chief Safety Officer tracks and updates safety risk mitigation information in the Safety Risk Register and makes the Register available to the Safety Committee during quarterly meetings and to MCPT staff upon request.

In the Safety Risk Register, MCPT's Chief Safety Officer will also document any specific measures or activities, such as reviews, observations, or audits, that will be conducted to monitor the effectiveness of mitigations once implemented.

6. SAFETY ASSURANCE

Through our Safety Assurance process, MCPT:

- Evaluates our compliance with operations and maintenance procedures to determine whether our existing rules and procedures are sufficient to control our safety risk
- Assesses the effectiveness of safety risk mitigations to make sure the mitigations are appropriate and are implemented as intended
- Investigates safety events to identify causal factors
- Analyzes information from safety reporting, including data about safety failures, defects, or conditions.

Safety Performance Monitoring and Measurement

MCPT has many processes in place to monitor its entire transit system for compliance with operations and maintenance procedures, including:

- Safety audits
- Informal inspections
- Regular review of onboard camera footage to assess drivers and specific incidents
- Safety surveys
- ESRP
- Investigation of safety occurrences
- Safety review prior to the launch or modification of any facet of service
- Daily data gathering and monitoring of data related to the delivery of service
- Regular vehicle inspections and preventative maintenance

Results from the above processes are compared against recent performance trends quarterly and annually by the Chief Safety Officer to determine where action needs to be taken. The Chief Safety Officer enters any identified non-compliant or ineffective activities, including mitigations, back into the SRM process for reevaluation by the Safety Committee.

MCPT monitors safety risk mitigations to determine if they have been implemented and are effective, appropriate, and working as intended. The Chief Safety Officer maintains a list of safety risk mitigations in the Safety Risk Register. The mechanism for monitoring safety risk mitigations varies depending on the mitigation.

The Chief Safety Officer establishes one or more mechanisms for monitoring safety risk mitigations as part of the mitigation implementation process and assigns monitoring activities to the appropriate director, manager, or supervisor. These monitoring mechanisms may include tracking a specific metric on daily, weekly, or monthly logs or reports; conducting job performance observations; or other activities. The Chief Safety Officer will endeavor to make use of existing MCPT processes and activities before assigning new information collection activities.

MCPT's Chief Safety Officer and Safety Committee review the performance of individual safety risk mitigations during quarterly Safety Committee meetings, based on the reporting schedule determined for each mitigation, and determine if a specific safety risk mitigation is not implemented or performing as intended. If the mitigation is not implemented or performing as intended, the Safety Committee will propose a course of action to modify the mitigation or take other action to manage the safety risk. The Chief Safety Officer will approve or modify this proposed course of action and oversee its execution.

MCPT's Chief Safety Officer and Safety Committee also monitor MCPT's operations on a large scale to identify mitigations that may be ineffective, inappropriate, or not implemented as intended by:

- Reviewing results from accident, incident, and occurrence investigations.
- Monitoring employee safety reporting.
- Reviewing results of internal safety audits and inspections; and
- Analyzing operational and safety data to identify emerging safety concerns.

The Chief Safety Officer works with the Safety Committee and Accountable Executive to carry out and document all monitoring activities.

MCPT maintains documented procedures for conducting safety investigations of events (accidents, incidents, and occurrences, as defined by FTA) to find causal and contributing factors and review the existing mitigations in place at the time of the event (**see MCPT Safety Event Forms**). These procedures also reflect all traffic safety reporting and investigation requirements established by Any State's Department of Motor Vehicles.

The Chief Safety Officer maintains all documentation of MCPT's investigation policies, processes, forms, checklists, activities, and results. As detailed in MCPT's procedures, an investigation report is prepared and sent to the Accident/Incident Review Board for integration into their analysis of the event.

MCPT's Accident/Incident Review Board consists of four members that represent management, the union, operations, and County Risk Management. The Chief Safety Officer chairs the board. MCPT's Accident/Incident Review Board determines whether:

- The accident was preventable or non-preventable.
- Personnel require discipline or retraining.
- The causal factor(s) indicate(s) that a safety hazard contributed to or was present during the event.
- The accident appears to involve underlying organizational causal factors beyond just individual employee behavior.

The Chief Safety Officer and Safety Committee routinely review safety data captured in employee safety reports, safety meeting minutes, customer complaints, and other safety communication channels. When necessary, the Chief Safety Officer and Safety Committee ensure that the concerns are investigated or analyzed through MCPT's SRM process.

The Chief Safety Officer and Safety Committee also review internal and external reviews, including audits and assessments, with findings concerning MCPT's safety performance, compliance with operations and maintenance procedures, or the effectiveness of safety risk mitigations.

7. SAFETY PROMOTION

Safety Performance Monitoring and Measurement

Driver Training

Medina County Public Transit drivers are provided training upon hiring, and continually as operationally necessary. Training includes drug and alcohol compliance, defensive driving, distracted driving, and **passenger assist and securement of mobility devices** (attached). Additionally, all MCPT drivers are required to complete annual distracted driving and defensive driving training. This is a requirement of CORSA, the insurance policy held by the county.

All new drivers have two training sessions in the classroom, one that addresses general safety policies and procedures and one specifically geared toward passenger assistance and mobility device securement. Following the two training sessions, new drivers are partnered with an experienced trainer for two weeks before they may drive alone. The trainers are required to fill out and sign a checklist that addresses

different competencies that drivers are expected to meet. If a driver is not meeting the competencies outlined in the training checklist, their training period will be extended.

Drivers are periodically evaluated through road observations conducted by Road Supervisors. Drivers are evaluated annually to ensure they are on track with safety and performance goals set by management. If a Road Supervisor observes an unsafe practice, it is corrected immediately, documented, discussed with the Operations Supervisor, and additional training is provided to the driver. If the unsafe practice is determined to be a problem with the majority of the drivers, all drivers will receive additional training as a precautionary matter. Depending on the severity of the unsafe practice, eTraining can be assigned in, or in person training will be conducted.

Safety and performance goals are established by management and communicated to drivers through face to face contact, periodic meetings and memos. An example of a previous goal was to have no backing incidents. Drivers are also encouraged and recognized when they are observed performing a safe behavior as opposed to an unsafe one.

Dispatcher/Scheduler Training

Medina County Public Transit dispatchers and schedulers are provided training upon hiring, and continually as operationally necessary. Training includes drug and alcohol compliance, defensive driving, and distracted driving. Additionally, all MCPT dispatchers and schedulers are required to complete annual distracted driving and defensive driving training. This is a requirement of CORSA, the insurance policy held by the county. Most of the training is done on the job, with a more seniority dispatcher or scheduler. Cross training is provided as necessary and operationally fit.

Management Training

Medina County Public Transit managers are provided training upon hiring, and continually as operationally necessary. Training includes drug and alcohol compliance, defensive driving, distracted driving, and passenger assist and securement of mobility devices. Additionally, all MCPT drivers are required to complete annual distracted driving and defensive driving training. This is a requirement of CORSA, the insurance policy held by the county.

All managers have two training sessions in the classroom, one that addresses general safety policies and procedures and one specifically geared toward passenger assistance and mobility device securement. Following the two training sessions, new drivers are partnered with an experienced trainer for two weeks before they may drive alone. The trainers are required to fill out and sign a checklist that addresses different competencies that drivers are expected to meet. If a manager is not meeting the competencies outlined in the training checklist, their training period will be extended.

Managers are placed into a 6 month probationary period upon hiring and check lists are completed upon 30, 60, and 90 day reviews until the six months are complete. Annual reviews are also completed to ensure the manager is performing in the agreed upon responsibilities.

Road Supervisor Training

Medina County Public Transit road supervisors are provided training upon hiring, and continually as operationally necessary. Training includes drug and alcohol compliance, defensive driving, distracted driving, and passenger assist and securement of mobility devices. Additionally, all MCPT road supervisors are required to complete annual distracted driving and defensive driving training. This is a requirement of CORSA, the insurance policy held by the county.

All road supervisors thus far have previously been drivers and have been through the sessions in the classroom, one that addresses general safety policies and procedures and one specifically geared toward passenger assistance and mobility device securement. A retraining to become a road supervisor is not necessary; however, road supervisor may attend "train the trainer" sessions to better train drivers.

Road supervisors play a large part in the safety and performance goals that are established by management and communicated to drivers through face to face contact, periodic meetings and memos. An example of a previous goal was to have no backing incidents. Road supervisors are also encouraged to recognize when a driver is observed performing a safe behavior as opposed to an unsafe one.

Annual reviews are also completed to ensure the road supervisor is performing in the agreed upon responsibilities.

Mechanic/Contractor Training

Mechanics and contractors do not fall under MCPT's training policy but are subject to the same defensive driving and distracted driving additionally, all mechanics and contractors are required to complete annual distracted driving and defensive driving training. This is a requirement of CORSA, the insurance policy held by the county.

Safety Communication

MCPT uses memos to drivers to communicate safety and safety performance information throughout the agency. Memos are placed in driver mail boxes, on the dispatch window, entrance and exit doors, and bulletin boards to ensure that every memo is seen. Important information can also be mailed to employees as was the leadership letter referenced. Quarterly Drivers' Meeting and quarterly All-Staff Meetings, to support its SMS and safety programs. Please see attachments **Sanitizer and Masks Flyer, MCPT Leadership Letter 4-3-20**, for more information.

ADDITIONAL INFORMATION

All documents related to the ASP must be maintained for three years after they are created and must be made available upon request by the FTA or other Federal entity, or a State Safety Oversight Agency having jurisdiction.

For more information related to the Passenger Assist and Securement of Mobility Devices training, please see attached PATTest – Master blank -PATTest - Master blank.pdf

For more information related to the Safety Management Policy, please refer to Medina County's Vehicle Safety Policy, Section Health and Safety 6.025.- Vehicle Safety Policy 6.025.pdf

For more information related to the Safety Tag Program, please refer to Medina County's Risk Management Manual, Section Health and Safety 3.014.- Section 3- Risk Management 3.014 Safety Tag Program-1.pdf

For more information related to the New Driver Training Checklist, please see attached New Hire Procedure for Bus Driving. - New Driver Training Checklist.pdf

For more information related to the Road Observations, please see attached Road Observation Form. - Road Observation Form.pdf

For more information related to the Safety Communication, Sanitizer and Masks Flyer, MCPT Leadership Letter 4-3-20. - Sanitizer and Masks Flyer.png MCPT Leadership Letter 4-3-20.pdf

For more information related to the investigation of Safety Events - Safety Event Forms.pdf

DEFINITIONS

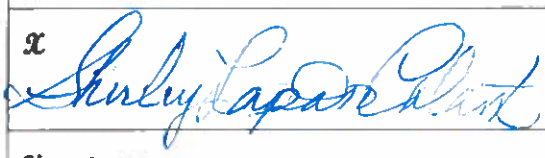
- ***Accident*** *means an Event that involves any of the following: A loss of life; a report of a serious injury to a person; a collision of public transportation vehicles; a runaway train; an evacuation for life safety reasons; or any derailment of a rail transit vehicle, at any location, at any time, whatever the cause.*
- ***Accountable Executive*** *means a single, identifiable person who has ultimate responsibility for carrying out the Public Transportation Agency Safety Plan of a public transportation agency; responsibility for carrying out the agency's Transit Asset Management Plan; and control or direction over the human and capital resources needed to develop and maintain both the agency's Public Transportation Agency Safety Plan, in accordance with 49 U.S.C. 5329(d), and the agency's Transit Asset Management Plan, in accordance with 49 U.S.C. 5326.*
- ***Equivalent Authority*** *means an entity that carries out duties similar to that of a Board of Directors for a recipient or subrecipient of FTA funds under 49 U.S.C. Chapter 53, including sufficient authority to review and approve a recipient or subrecipient's Public Transportation Agency Safety Plan.*
- ***Event*** *means any Accident, Incident, or Occurrence.*
- ***Hazard*** *means any real or potential condition that can cause injury, illness, or death; damage to or loss of the facilities, equipment, rolling stock, or infrastructure of a public transportation system; or damage to the environment.*
- ***Incident*** *means an event that involves any of the following: a personal injury that is not serious injury; one or more injuries requiring medical transport; or damage to facilities equipment, rolling stock, or infrastructure that disrupts the operations of a transit agency.*
- ***Investigation*** *means the process of determining the causal and contributing factors of an accident, incident, or hazard, for the purpose of preventing recurrence and mitigating risk.*
- ***National Public Transportation Safety Plan*** *means the plan to improve the safety of all public transportation systems that receive Federal financial assistance under 49 U.S.C. Chapter 53.*
- ***Occurrence*** *means an Event without any personal injury in which any damage to facilities, equipment, rolling stock, or infrastructure does not disrupt the operations of a transit agency.*
- ***Operator*** *of a public transportation system means a provider of public transportation as defined under 49 U.S.C. 5302*
- ***Performance measure*** *means an expression based on a quantifiable indicator of performance or condition that is used to establish targets and to assess progress toward meeting the established targets.*
- ***Performance target*** *means a quantifiable level of performance or condition, expressed as a value for the measure, to be achieved within a time period required by the FTA.*
- ***Public Transportation Agency Safety Plan*** *(or Agency Safety Plan) means the documented comprehensive Agency Safety Plan for a transit agency that is required by 49 U.S.C. 5329 and Part 673.*
- ***Risk*** *means the composite of predicted severity and likelihood of the potential effect of a hazard.*
- ***Risk mitigation*** *means a method or methods to eliminate or reduce the effects of hazards.*

- ***Safety Assurance*** *means processes within a transit agency's Safety Management System that function to ensure the implementation and effectiveness of safety risk mitigation, and to ensure that the transit agency meets or exceeds its safety objectives through the collection, analysis, and assessment of information.*
- ***Safety Management Policy*** *means a transit agency's documented commitment to safety, which defines the transit agency's safety objectives and the accountabilities and responsibilities of its employees in regard to safety.*
- ***Safety Management System*** *means the formal, top-down, organization-wide approach to managing safety risk and assuring the effectiveness of a transit agency's safety risk mitigation. SMS includes systematic procedures, practices, and policies for managing risks and hazards.*
- ***Safety performance target*** *means a performance target related to safety management activities.*
- ***Safety Promotion*** *means a combination of training and communication of safety information to support SMS as applied to the transit agency's public transportation system.*
- ***Safety risk assessment*** *means the formal activity whereby a transit agency determines Safety Risk Management priorities by establishing the significance or value of its safety risks.*
- ***Safety Risk Management*** *means a process within a transit agency's Agency Safety Plan for identifying hazards and analyzing, assessing, and mitigating safety risk.*
- ***Serious injury*** *means any injury which: (1) Requires hospitalization for more than 48 hours commencing within 7 days from the date when the injury was received; (2) Results in a fracture of any bone (except simple fractures of fingers, toes, or noses); (3) Causes severe hemorrhages, nerve, muscle, or tendon damage; (4) Involves any internal organ; or (5) Involves second- or third-degree burns, or any burns affecting more than 5 percent of the body surface.*
- ***Transit agency*** *means an operator of a public transportation system.*
- ***Transit Asset Management Plan*** *means the strategic and systematic practice of procuring, operating, inspecting, maintaining, rehabilitating, and replacing transit capital assets to manage their performance, risks, and costs over their life cycles, for the purpose of providing safe, cost effective, and reliable public transportation, as required by 49 U.S.C. 5326 and 49 CFR Part 625.*

ACRONYM

- ***ADA*** *American's with Disabilities Act of 1990*
- ***ASP*** *Agency Safety Plan (also referred to as a PTASP in Part 673)*
- ***CFR*** *Code of Federal Regulations*
- ***MCPT*** *County Transit*
- ***ESRP*** *Employee Safety Reporting Program*
- ***FTA*** *Federal Transit Administration*
- ***MPO*** *Metropolitan Planning Organization*
- ***Part 673 49 CFR Part 673*** *(Public Transportation Agency Safety Plan)*
- ***SMS*** *Safety Management System*
- ***SRM*** *Safety Risk Management*
- ***U.S.C.*** *United States Code*
- ***VRM*** *Vehicle Revenue Miles*

Medina County Public Transit Safety Committee

Signature		
x 		**Driver** **Medina County Public Transit**
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x		**Driver** **Medina County Public Transit**
Signature		**Dawn Fry**
x		**Loss Control/Risk Manager** **Medina County**
Signature		**Amy Carpenter**
x		**Operations Supervisor** **Medina County Public Transit**
Signature		**Michael Vaughan**
x		**Road Supervisor** **Medina County Public Transit**

REGULAR MEETING – TUESDAY, NOVEMBER 25, 2025

The Board of County Commissioners of Medina County, Ohio, met in regular session on this date with the following members present:

Colleen M. Swedyk Stephen D. Hambley Aaron M. Harrison

Mrs. Swedyk offered the following resolution and moved the adoption of same, which was duly seconded by Mr. Hambley.

RESOLUTION NO. 25-0908

AUTHORIZING A SUBAWARD AGREEMENT FOR TANF EMERGENCY SHELTER SERVICES BETWEEN MEDINA COUNTY JOB AND FAMILY SERVICES AND MEDINA METROPOLITAN HOUSING AUTHORITY

WHEREAS, the Medina Metropolitan Housing Authority (MMHA) and Medina County Job and Family Services (MCJFS) have recognized the need to expand shelter opportunities to those facing homelessness in Medina County; and

WHEREAS, per OAC §5101:9-4-07(A)(2), Temporary Assistance to Needy Families (TANF) services are exempt from competitive bidding requirements. MMHA offers services of the TANF defined purpose providing Emergency Shelter services; and

WHEREAS, the parties wish to enter into a TANF Subaward Agreement, whereby MMHA agrees to provide such Emergency Shelter services; and

WHEREAS, this agreement is active for the period of January 1, 2026 to December 31, 2026 for an amount not to exceed $75,000.00 in TANF funding.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Medina County, Ohio that this attached subaward agreement, which a Program Plan and Budget are included hereto as Exhibit A, be approved.

BE IT FURTHER RESOLVED that the Director of Medina County Job & Family Services is hereby authorized to sign said agreement.

Voting AYE thereon: Mrs. Swedyk, Mr. Hambley and Mr. Harrison

Adopted: November 25, 2025

Prepared by: Job & Family Services

The Board of County Commissioners of Medina County, Ohio, met in regular session on this date with the following members present:

Colleen M. Swedyk Stephen D. Hambley Aaron M. Harrison

Mrs. Swedyk offered the following resolution and moved the adoption of same, which was duly seconded by Mr. Hambley.

RESOLUTION NO. 25-0909

ASSIGNING AUTHORITY TO THE DIRECTOR OF MEDINA COUNTY JOB AND FAMILY SERVICES TO SERVE AS THE BOARD'S DESIGNEE WITH AUTHORITY TO REQUEST AND SIGN INTER-COUNTY ADJUSTMENT AGREEMENTS ON BEHALF OF MEDINA COUNTY

WHEREAS, it is necessary from time to time to adjust allocated state or federal funds as a result of overages or shortages, and

WHEREAS, the Ohio Department of Job and Family Services has promulgated rules, to wit; OAC 5101:9-6-82 which permits the Board to pass a resolution assigning authority to the director of the County Family Service Agency to serve as their designee, thereby granting the director the authority to sign the inter-county adjustment agreements on behalf of the county for a specific period of time, and

WHEREAS, the Board of Commissioners deems the director to be the most appropriate and knowledgeable designee to evaluate, request and execute such inter-county adjustment agreement for Medina County Job and Family Services.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners that the Director of Medina County Job and Family Services is assigned to serve as the Board of Commissioners of Medina County, Ohio designee, hereby granting authority to sign any inter-county adjustment agreements on behalf of the county for the period of January 1, 2026 to December 31, 2026 and to do all those things necessary to request and administer those agreements.

Voting AYE thereon: Mrs. Swedyk, Mr. Hambley and Mr. Harrison

Adopted: November 25, 2025

Prepared by: Job and Family Services

The Board of County Commissioners of Medina County, Ohio, met in regular session on this date with the following members present:

Colleen M. Swedyk Stephen D. Hambley Aaron M. Harrison

Mrs. Swedyk offered the following resolution and moved the adoption of same, which was duly seconded by Mr. Hambley.

RESOLUTION NO. 25-0910

APPROVING THE FOSTER FAMILY SOFTWARE SERVICES RENEWAL FOR SOCIAL WORKERS AND FOSTER FAMILIES WITH MEDINA COUNTY JOB & FAMILY SERVICES

WHEREAS, Medina County Job and Family Services is in need of software services for individuals and families who are potentially exploring to become licensed foster homes for children in agency care, and

WHEREAS, Binti, Inc. has an established database that is used in multiple states and continues to meet the needs for Job and Family Services and there is a wish by both parties to renew the contract.

NOW, THEREFORE, BE IT RESOLVED that the second renewal be hereby accepted to provide Foster Family Software services for the period commencing January 1, 2026 through December 31, 2026 for the amount not to exceed $15,913.50.

BE IT FURTHER RESOLVED that the Director of Medina County Job and Family Services be authorized to enter into agreements setting forth the details of this procurement.

Voting AYE thereon: Mrs. Swedyk, Mr. Hambley and Mr. Harrison

Adopted: November 25, 2025

Prepared by: Job & Family Services

The Board of County Commissioners of Medina County, Ohio, met in regular session on this date with the following members present:

Colleen M. Swedyk Stephen D. Hambley Aaron M. Harrison

Mrs. Swedyk offered the following resolution and moved the adoption of same, which was duly seconded by Mr. Hambley.

RESOLUTION NO. 25-0911

APPROVING A REVOLVING LOAN FUND APPLICATION TO THE STATE OF OHIO AND APPROVING A REVOLVING LOAN TO SUEN CORPORATION, DBA THE HOUSE OF HUNAN BY SUEN

WHEREAS, Medina County has an Economic Development Revolving Loan Fund (RLF) Program in place to encourage and assist with job creation and retention, and to retain existing businesses and jobs; and

WHEREAS, the RLF Program is designed to stimulate business development, to encourage new businesses, to provide assistance to existing business expansions, and to retain existing businesses and jobs; and

WHEREAS, it is in the best interest of Medina County to assist new and local businesses in the stimulation of private investment; and

WHEREAS, Suen Corporation, DBA the House of Hunan by Suen has submitted an RLF application to Medina County for assistance in building renovation and purchasing machinery and equipment to operate in a retail facility within the City of Medina, Ohio; and

WHEREAS, the Medina County Revolving Loan Fund Committee has reviewed this application and recommends its approval by Medina County.

NOW, THEREFORE, BE IT RESOLVED by this Board of Medina County Commissioners that it approves the RLF application to the State of Ohio and the RLF application for a loan to Suen Corporation, DBA the House of Hunan by Suen in the amount of $250,000 to assist in building renovation and the purchase of machinery and equipment to operate a retail facility and to create 8 new full-time equivalent jobs by year three of its expansion, and hereby authorizes the execution of the corresponding Project Agreement and all other loan-related documents.

Voting AYE thereon: Mrs. Swedyk, Mr. Hambley and Mr. Harrison

Adopted: November 25, 2025

Prepared by: Economic Development

REGULAR MEETING – TUESDAY, NOVEMBER 25, 2025

The Board of County Commissioners of Medina County, Ohio, met in regular session on this date with the following members present:

Colleen M. Swedyk Stephen D. Hambley Aaron M. Harrison

Mrs. Swedyk offered the following resolution and moved the adoption of same, which was duly seconded by Mr. Hambley.

RESOLUTION NO. 25-0912

APPROVING A REVOLVING LOAN FUND APPLICATION TO THE STATE OF OHIO AND APPROVING A REVOLVING LOAN TO YASSOU LLC (GREAT OAKS)

WHEREAS, Medina County has an Economic Development Revolving Loan Fund (RLF) Program in place to encourage and assist with job creation and retention, and to retain existing businesses and jobs; and

WHEREAS, the RLF Program is designed to stimulate business development, to encourage new businesses, to provide assistance to existing business expansions, and to retain existing businesses and jobs; and

WHEREAS, it is in the best interest of Medina County to assist new and local businesses in the stimulation of private investment; and

WHEREAS, Yassou LLC has submitted an RLF application to Medina County for assistance in building renovation and purchasing machinery and equipment to operate in a retail facility within the City of Wadsworth, Ohio; and

WHEREAS, the Medina County Revolving Loan Fund Committee has reviewed this application and recommends its approval by Medina County.

NOW, THEREFORE, BE IT RESOLVED by this Board of Medina County Commissioners that it approves the RLF application to the State of Ohio and the RLF application for a loan to Yassou LLC in the amount of $500,000 to assist in building renovation and the purchase of machinery and equipment to operate a retail facility and to create 15 new full-time equivalent jobs by year three of its expansion, and hereby authorizes the execution of the corresponding Project Agreement and all other loan-related documents.

Voting AYE thereon: Mrs. Swedyk, Mr. Hambley and Mr. Harrison

Adopted: November 25, 2025

Prepared by: Economic Development