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September 9, 2021

To: Mike Sauerwein
Fm: Steve Wilcox

Re: Medina City Hall Air Quality Testing and Moisture Investigation

We are having the indoor air quality (IAQ) of City Hall tested. The Principal Industrial Hygienist from Wood Environmental & Infrastructure Solutions, Inc. has recently been performing IAQ tests in the primary occupied areas of City Hall. Associated with the IAQ testing the Hygienist is investigating the causes of visual interior moisture damage. The IAQ testing was prompted due to a desire to assure building occupants that City Hall air is healthy. The goal is to be able to confidently restore full use of our City Hall building by the public with the knowledge that the building is safe and healthy to be in.

The Hygienist is working with our mechanical maintenance contractor and building official in reviewing all area heating and cooling units, fresh air exchange, and heat recovery systems. The Hygienist initially spot tested various areas within City Hall and then set individual 48-hour monitoring of IAQ in the Council Chambers, main level employee area, upper floor common area, and in the lower floor Police.

The result of the IAQ testing will be a report which identifies the health and comfort of the air within City Hall considering ASHRAE guidelines. The investigation into the visual moisture damage will result in recommendations for possible required modifications to stop and prevent the moisture, and for possible building repairs.

The information gained from this work will allow for decision making regarding any changes to the mechanical systems or to the building itself that may be found necessary. Only through qualified IAQ testing can we get this information.