

The Board of the Logan County Health District met in regular session on Wednesday, January 8, 2014. President Spath called the meeting to order at 1:00 p.m. followed by the pledge to the flag. Members present on roll call: Mr. Spath, Mrs. Price, Dr. Varian, Mr. Harrison, Mrs. Watkins. Staff members in attendance were Health Commissioner Dr. Boyd C. Hoddinott, Administrator Lisa G. Downing, Director of Nursing Kay Schroer, and Environmental Health Director Craig D. Kauffman. Guests included Robin Reames, Joel Kranenburg, Karen Beasley, and Janice Rogers. Reporter Mandy Loehr of the *Bellefontaine Examiner* was also in attendance, along with LCHD staff members John Clary, Lisa Engle, Matthew Stonerock, Leica McGill, and Christie Brannon.

IN THE MATTER OF BOARD REORGANIZATION/ELECTION OF OFFICERS

This being the first meeting of 2014, the Board proceeded to reorganize. Mr. Harrison moved that Mr. Spath be re-elected as board president, seconded by Dr. Varian. Mr. Harrison then moved the nominations be closed, second by Dr. Varian. Consent was unanimous, and Mr. Spath was reelected President of the Board. Dr. Varian moved that Mr. Harrison be elected as board vice president, seconded by Mrs. Price. Dr. Varian then moved the nominations be closed, second by Mrs. Price. Consent was unanimous, and Mr. Harrison was elected Vice President of the Board.

IN THE MATTER OF MINUTES

It was moved by Mrs. Price and seconded by Mr. Harrison that the Board approve the minutes of the December 4, 2013, regular meeting as mailed. Ayes: Mrs. Watkins, Dr. Varian, Mr. Harrison, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF MONTHLY BILLS

Noting that vouchers for recurring and time-sensitive bills were submitted to the county auditor on December 6th and 13th, it was moved by Dr. Varian and seconded by Mrs. Price that the Board confirm the bill vouchers and order the current bills paid. Ayes: Mr. Harrison, Mrs. Watkins, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF PUBLIC FORUM

No one was present for the public forum.

IN THE MATTER OF NUISANCE VIOLATIONS

Janice Rogers, property at 316 Westview, Russells Point

On October 2, 2013, the Board of Health issued an order to Janice Rogers to repair the roof, stabilize the structure, and remove all solid waste from this property; OR to remove the structure and all solid waste, either within 30 days. On November 6, 2013, the Board delayed action on the matter until January 8, 2014, to allow all parties to obtain written statements by credentialed experts as to their claims. In attendance today regarding this matter were Ms. Rogers, architect Karen Beasley, Russells Point mayor Robin Reames, and Joel Kranenburg, zoning officer for the Village of Russells Point. The Russells Point officials presented a report prepared for the village by CJ Engineering of Huntsville, Ohio, citing numerous structural and stability issues. They both voiced safety concerns regarding the structure. Ms. Beasley verbally outlined her inspection, noting the house will be structurally sound for use as a storage building, its current use, once a double sill plate is installed on the roof. Following lengthy debate including whether the structure should meet building codes as a residence or a storage facility, it was moved by Mrs. Watkins that the Board authorize the village of Russells Point to raze the property. The motion died for lack of a second. It was then moved by Dr. Varian that the Board table action on the matter until February 5, 2014, to allow Ms. Rogers to produce a detailed written report addressing the immediate stabilization of the building; and further, the Board suggested both parties make their reports available to the other. Mr. Harrison seconded the motion, with ayes by Mrs. Price, Mr. Harrison, and Dr. Varian. Mrs. Watkins opposed, and the motion carried.

Danny Woodard, 15659 SR 235 North, Belle Center

Mr. Woodard has a manufactured home that is accessible to sanitary sewer being occupied without a legal sewer connection. It was moved by Mr. Harrison and seconded by Mrs. Watkins that the Board issue an order to vacate the dwelling or legally connect to the sanitary sewer with 30 days. Ayes: Mrs. Price, Dr. Varian, Mrs. Watkins, Mr. Harrison. Nays: none. Motion carried.

IN THE MATTER OF AMENDING LCHD REGULATION NO. 40

Environmental Health Director Craig D. Kauffman presented the third and final reading of an amendment to Logan County Health District Regulation No. 40, increasing the local fee for food service and establishment licenses and decreasing fees for RV Parks/Camps and Public Spa Pools. It was moved by Dr. Varian and seconded by Mrs. Price that the Board adopt the following resolution.

RESOLUTION 2014-01

A Resolution amending Regulation No. 40, a regulation establishing fees for the Public Swimming Pool, Public Spa, Special Use Pool, Recreational Vehicle Park, Recreation Camp, Combined Park Camp, Food Safety, Sewage Treatment, Private Water System, and Infectious Waste environmental health programs in the health district.

BE IT RESOLVED by the Board of Health of the Logan County Health District that Section 1, 1.5 of Regulation Number 40 be amended to wit:

SECTION 1

1.1 Operations of public swimming pools, public spas, or special use pools shall be charged the license fees according to the following categories:

	Local	
2. First Public Spa		\$280.00

1.4 Operators of a recreational vehicle park, recreation camp, or combined park/camp shall be charged a license fee according to the following categories:

1. 50 or less sites	\$110.00
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1.5 Food Service, Food Establishment, and Food Vending operators shall be charged a license fee according to the following categories:

COMMERCIAL		NON COMMERCIAL	
<25,000 sq ft	>25,000 sq ft	<25,000 sq ft	>25,000 sq ft
Level 1 \$126.00	Level 1 \$196.00	Level 1 \$63.00	Level 1 \$98.00
Level 2 \$146.00	Level 2 \$208.00	Level 2 \$73.00	Level 2 \$104.00
Level 3 \$310.00	Level 3 \$828.00	Level 3 \$155.00	Level 3 \$414.00
Level 4 \$402.00	Level 4 \$880.00	Level 4 \$201.00	Level 4 \$440.00
VENDING		MOBILE	
\$18.55	\$60.00	TEMP	
		\$25.00/day	

On roll call the vote was as follows:

Mr. Harrison- aye; Mrs. Watkins- aye; Mrs. Price- aye; Dr. Varian- aye

This Resolution is hereby declared adopted by majority vote on this 8th day of January in the year 2014, and shall be in full force and effect on February 1, 2014.

Don W. Spath, President

Boyd C. Hoddinott, MD, Secretary

Date

Date

IN THE MATTER OF REQUESTS FOR VARIANCE

The Environmental Health Director presented the following requests for variance from established codes.

Fred Kensler, 9724 CR 28, Zanesfield

Mr. Kensler requested variance from Ohio Administrative Code 3701-29 for a new septic tank placed 43 feet from his water well at this location. The Code requires 45 feet, and Sanitarian-in-Training Matthew Stonerock recommended approval as the well is up hill from the new tank.

Bryan Spicer, 260 Victory Road, Springfield

Mr. Spicer requested variance from Ohio Administrative Code 3701-28 to maintain an existing well two (2) feet from the property line at 9362 Beechwood Avenue, Belle Center. Sanitarian Lisa Engle recommended approval under the hardship requirement in that no economically reasonable alternative exists, and contamination of the private water system or the water supply will not occur as a result of operation of the system so that the health of persons using water from the private water system will not be endangered.

It was moved by Mr. Harrison and seconded by Mrs. Watkins that the Board grant both variances, with Mr. Spicer's to become invalid with the availability of central water supply. Ayes: Mrs. Price, Dr. Varian, Mr. Watkins, Mr. Harrison. Nays: none. Motion carried.

IN THE MATTER OF ANNUAL EVALUATIONS – L. KITE/C. BRANNON

Director of Nursing Kay Schroer presented the annual performance evaluations for Home Health staff nurse Linda Kite and WIC Breastfeeding Peer Helper Christie Brannon as completed by their supervisors, Jennifer Wren and Christina Bramlage, respectively. Mrs. Kite is completing her thirtieth year with the health district and Mrs. Brannon her first. Mrs. Brannon was in attendance. Noting job development inventory scores in the *Achieves* range for both employees, it was moved by Dr. Varian and seconded by Mr. Harrison that the Board accept the annual review of both employees, with congratulations to Mrs. Kite on reaching the thirty-year milestone. Ayes: Mrs. Watkins, Mrs. Price, Mr. Harrison, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF NURSING REPORT

Mrs. Schroer clarified that the total number of clients being seen for lead case management for the year is actually three (3). Monthly statistics have been showing an incorrect cumulative total. The following nursing statistics for November, 2013, were then reviewed.

Home Health: 35 patients; 13 admissions; 179 RN visits; 58 HHA visits; 79 PT visits; 41 OT visits; 10 ST visits

Public Health: 1 home visit; 3 lead case management; 4 pediatric nursing assessments; 4 TB skin tests; 8 BCMH visits/42 contacts; 7 newborn home visits; 2 bereavement contacts; 1 HIV/Hep C clinic/2 clients; 5 head lice checks

Communicable Disease: 16 confirmed- Chlamydia (10); Gonorrhea (2); Hepatitis C (1); Campylobacter (1); Pertussis (2)

Immunization Program: 106 child clients/137 injections; 36 adult clients/38 injections; 138 flu shots

Women, Infants and Children: 41 new clients; 87 recertifications; 893 total participants

IN THE MATTER OF FINANCIAL REPORT REVIEW

Administrator Lisa G. Downing presented health district financial reports for the month of November, reflecting total revenue at 102% of budget estimates, expenses 5% under projections, and adequate cash balances in all funds. It was moved by Mr. Harrison and seconded by Mrs. Price that the Board authorize President Spath to approve review of the reports. Ayes: Mrs. Watkins, Dr. Varian, Mrs. Price, Mr. Harrison. Nays: none. Motion carried.

IN THE MATTER OF ROUTINE BOOKKEEPING

It was moved by Mrs. Price and seconded by Dr. Varian that the Board confirm the following bookkeeping transactions necessary to meet routine operating expenses completed by the Administrator during the month of November. Ayes: Mrs. Watkins, Mr. Harrison, Dr. Varian, Mrs. Price. Nays: none. Motion carried.

Transfer of Appropriated Funds***Public Health Infrastructure Fund 055***

- \$36.50 From 055-450-01070 Travel Expenses To 055-450-01130 Health/Life Insurance

Women, Infants, Children Fund 061

- \$115.00 From 061-010-01070 Travel Expenses To 061-010-01160 Health/Life Insurance

District Health Fund 063

- \$50.00 From 063-450-01071 SW Travel Expenses To 063-450-01101 SW Health/Life Insurance
- \$5000.00 From 063-450-01150 Nuisance Abatement To 063-450-01020 Salaries

IN THE MATTER OF 2014 APPROPRIATIONS RESOLUTION

RESOLUTION 2014-02

The District Board of Health of Logan County, Ohio, met in regular session on the 8th day of January, 2014, at the office of the Logan County Health District with the following members present: Mrs. Price, Dr. Varian, Mr. Harrison, Mrs. Watkins. Mr. Harrison moved adoption of the following resolution:

BE IT RESOLVED by the District Board of Health of Logan County, Ohio, that to provide for the current expenses and other expenditures of said District Board of Health during the fiscal year ending December 31, 2014, the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during said fiscal year, as follows, vis.:

Water Well Fund 050	
050-400-01020 Salaries	\$16,800.00
050-400-01025 Remittance to State	\$ 9,250.00
050-400-01030 Lab Fees	\$ 3,250.00
050-400-01040 Lab Supplies	\$ 4,000.00
050-400-01050 Refunds	\$ 200.00
050-400-01060 Lab Equipment	\$ -
050-400-01070 Travel	\$ 630.00
050-400-01080 Remit ODNR	\$ 2,250.00
050-400-01100 OPERS	\$ 2,375.00
050-100-01115 Medicare	\$ 245.00
Total	\$39,000.00

Solid Waste Fund 051	
051-400-01020 Salaries	\$ 1,455.00
051-400-01050 Refunds	\$ -
051-400-01060 Remittance to State	\$ 57,500.00
051-400-01070 Travel	\$ 815.00
051-400-01100 OPERS	\$ 205.00
051-400-01115 Medicare	\$ 25.00
Total	\$ 60,000.00

Marina Sanitation Fund 052	
052-400-01020 Salaries	\$ -
052-400-01060 Remittance to State	\$ -
Total	\$ -

Swim Pool Fund 053	
053-400-01020 Salaries	\$ 8,400.00
053-400-01030 Remittance State	\$ 2,500.00
053-400-01050 Refunds	\$ -
053-400-01070 Travel	\$ 795.00
053-400-01100 OPERS	\$ 1,180.00

053-400-01115 Medicare	\$ 125.00
Total	\$13,000.00

Sewage Treatment Fund 054	
054-400-01020 Salaries	\$ 13,600.00
054-400-01025 Supplies	\$ -
054-400-01030 Equipment	\$ -
054-400-01050 Refunds	\$ -
054-400-01060 Remittance to State	\$ 950.00
054-400-01070 Travel	\$ 345.00
054-400-01080 Transfers Out	\$ -
054-400-01100 OPERS	\$ 1,905.00
054-400-01115 Medicare	\$ 200.00
Total	\$ 17,000.00

PH Infra. Fund 055	
055-450-01000 Other	\$ -
055-450-01020 Salaries	\$ 56,000.00
055-450-01025 Supplies	\$ 267.00
055-450-01030 Equipment	\$ -
055-450-01040 Reimburse Advances	\$ 3,500.00
055-450-01050 Reimburse State	\$ -
055-450-01055 Contracts	\$ -
055-450-01070 Travel	\$ 800.00
055-450-01072 Education/Training	\$ -
055-450-01100 OPERS	\$ 7,850.00
055-450-01110 Workers Compensation	\$ 825.00
055-450-01115 Medicare	\$ 755.00
055-450-01130 Hospital/Life Insurance	\$ 10,000.00
Total	\$ 79,997.00

Accumulated Benefits Fund 057	
057-010-01020 Salaries	\$ -
Total	\$ -

W.I.C. Fund 061	
061-010-01000 Other Expenses	\$ 1,873.00
061-010-01020 Salaries	\$142,000.00
061-010-01025 Supplies	\$ 5,000.00
061-010-01030 Equipment	\$ -
061-010-01040 Transfers Out	\$ 12,000.00
061-010-01050 Contracts	\$ 3,000.00
061-010-01060 Repairs/Service	\$ -
061-010-01070 Travel	\$ 1,500.00
061-010-01072 Education/Seminars	\$ 1,000.00
061-010-01091 OPERS	\$ 20,625.00
061-010-01100 Workers Comp	\$ 3,500.00
061-010-01110 Medicare	\$ 2,060.00
061-010-01160 Hospital/Life Insurance	\$ 19,880.00

061-010-01170 Reimburse Advances	\$ 11,000.00
061-010-01171 Reimburse State	\$ -
Total	\$223,438.00

C&D Waste Fund 062	
062-450-01020 Salaries	\$ 5,900.00
062-450-01025 Remit to State	\$ 630.00
062-450-01030 Remit State/ ODNR	\$10,500.00
062-450-01040 Remit to City	\$ -
062-450-01050 Remit to Township	\$ 840.00
062-450-01070 Travel	\$ -
062-450-01100 OPERS	\$ 830.00
062-450-01115 Medicare	\$ 90.00
Total	\$18,790.00

District Health Fund 063	
063-450-01000 Other Expenses	\$ 1,000.00
063-450-01010 Salaries Officials	\$ 54,000.00
063-450-01020 Salaries District Health	\$ 490,000.00
063-450-01021 Solid Waste Salaries	\$ 33,600.00
063-450-01025 Supplies	\$ 75,000.00
063-450-01026 Solid Waste Supplies	\$ 1,000.00
063-450-01030 Equipment	\$ 15,000.00
063-450-01031 Solid Waste Equipment	\$ -
063-450-01032 Remit State Child Abuse	\$ 10,700.00
063-450-01033 Remit State Burial	\$ 175.00
063-450-01034 Refunds	\$ 500.00
063-450-01035 Remit State VS Improve	\$ 33,120.00
063-450-01036 Family Violence Fees	\$ 5,340.00
063-450-01040 Capital Improvements	\$ 10,000.00
063-450-01050 Contracts	\$ 32,000.00
063-450-01051 Laboratory Fees	\$ 500.00
063-450-01060 Solid Waste Contracts	\$ 23,880.00
063-450-01070 Travel	\$ 17,000.00
063-450-01071 Solid Waste Travel	\$ 4,000.00
063-450-01072 Education/Seminars	\$ 3,500.00
063-450-01080 Repairs/Service	\$ 8,000.00
063-450-01090 Advertising & Printing	\$ 1,000.00
063-450-01093 Business Insurance	\$ 7,500.00
063-450-01100 OPERS District Health	\$ 76,160.00
063-450-01101 Solid Waste Hospitalization	\$ 6,600.00
063-450-01102 Solid Waste OPERS	\$ 4,705.00
063-450-01103 Solid Waste Workers Comp	\$ 725.00
063-450-01104 Solid Waste Medicare	\$ 490.00
063-450-01110 Workers Compensation	\$ 10,000.00
063-450-01115 Medicare District Health	\$ 7,890.00
063-450-01120 Phone & Utilities	\$ 8,865.00
063-450-01130 Hospital & Life Insurance	\$ 85,000.00
063-450-01140 Loan Principal	\$ 23,750.00

063-450-01141 Loan Interest	\$ 3,800.00
063-450-01150 Nuisance Control	\$ 10,000.00
063-450-01160 MH Placement Seals	\$ 1,200.00
063-450-01170 Advances Out	\$ 20,000.00
063-450-01180 Transfers Out	\$ -
Total	\$1,086,000.00

Home Health Fund 066	
066-450-01000 Other Expenses	\$ 1,000.00
066-450-01020 Salaries	\$389,600.00
066-450-01025 Supplies	\$ 25,000.00
066-450-01030 Equipment	\$ 1,500.00
066-450-01031 Repairs/Service	\$ 500.00
066-450-01040 Travel	\$ 17,000.00
066-450-01041 Education/Seminars	\$ 3,000.00
066-450-01050 Workers Comp	\$ 6,000.00
066-450-01051 OPERS	\$ 53,150.00
066-450-01055 Medicare	\$ 5,505.00
066-450-01060 Hospital/Life Insurance	\$ 68,000.00
066-450-01070 Phone & Utilities	\$ 9,745.00
066-450-01071 Capital Improvements	\$ -
066-450-01080 Contracts	\$205,000.00
066-450-01081 Refunds	\$ -
066-450-01090 Loan Principal	\$ -
066-450-01091 Advances Out	\$ -
Total	\$785,000.00

Food Safety Fund 067	
067-450-01020 Salaries	\$ 76,240.00
067-450-01030 Remit to State	\$ 6,500.00
067-450-01040 Remit Dept of Ag	\$ 3,000.00
067-450-01050 Refunds	\$ 260.00
067-450-01070 Travel	\$ 3,050.00
067-450-01100 OPERS	\$ 10,675.00
067-450-01115 Medicare	\$ 275.00
Total	\$100,000.00

Infect. Waste Fund 068	
068-400-01070 Travel	\$ 1,500.00
Total	\$ 1,500.00

Parks/Camps Fund 069	
069-410-01020 Salaries	\$ 21,750.00
069-410-01025 Supplies	\$ -
069-410-01030 Remit to State	\$ 4,790.00
069-410-01040 Remit OMHC	\$ -
069-410-01050 Refunds	\$ -
069-410-01070 Travel	\$ 950.00
069-410-01100 OPERS	\$ 3,045.00

069-410-01115 Medicare	\$ 315.00
Total	\$ 30,850.00

TOTAL 2014 APPROPRIATIONS BUDGET \$2,454,575.00

Dr. Varian seconded the motion and the roll being called upon its adoption, the vote resulting as follows: Mrs. Price-aye; Mrs. Watkins- aye; Dr. Varian- aye; Mr. Harrison- aye

IN THE MATTER OF MOU – CHAMBERLAIN SCHOOL OF NURSING

Noting that legal counsel has reviewed and given approval as to form, it was moved by Mr. Harrison and seconded by Dr. Varian that the Board enter into a Memorandum of Understanding with Chamberlain School of Nursing of Downers Grove, Illinois, for the health district to serve in a preceptor capacity for students in the Bachelors of Nursing program at their local campus in Columbus, Ohio. Ayes: Mrs. Watkins, Mrs. Price, Dr. Varian, Mr. Harrison. Nays: none. Motion carried.

IN THE MATTER OF LANDFILL MONITORING AGREEMENT – LCSWMD

Noting that legal counsel has reviewed and given approval as to form, it was moved by Mr. Harrison and seconded by Mrs. Price that the Board renew an agreement with the Logan County Solid Waste Management District for landfill monitoring and surveillance for the period January 1, 2014, to December 31, 2018, providing for annual compensation amounts of \$75,000.00 in 2014, 2015, and 2016, and \$80,000.00 in 2017 and 2018, paid on a quarterly basis. Ayes: Mrs. Watkins, Dr. Varian, Mr. Harrison, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF CONTRACT REVISION – NORTHWEST THERAPY SERVICES INC.

Notification of the change of ownership of Northwest Therapy Services, Inc. necessitates the need for a revised contract for Home Health physical therapy services. It was moved by Dr. Varian and seconded by Mrs. Watkins that the Board enter into an agreement with new owner Kristy A. Wisner, PT, DPT, for the period January 1, 2014, to September 30, 2014, with the same rates and conditions as the previous agreement. Ayes: Mr. Harrison, Mrs. Price, Mrs. Watkins, Dr. Varian. Nays: none. Motion carried.

**IN THE MATTER OF POSITION DESCRIPTIONS – IT-DEVELOPMENT MANAGER/
ACCREDITATION-QUALITY IMPROVEMENT COORDINATOR**

It was moved by Mrs. Watkins and seconded by Mrs. Price that the Board approve new position description 10003.0 Accreditation/Quality Improvement Coordinator as presented; and further, that the Board authorize a revision to position description 10002.0 IT/Development Manager removing duties relating to grant writing, development and coordination. Ayes: Mr. Harrison, Dr. Varian, Mrs. Price, Mrs. Watkins. Nays: none. Motion carried.

IN THE MATTER OF ADJOURNMENT

Confirming the next regular meeting for February 5, 2014, at 1:00 p.m., President Spath adjourned the meeting at 2:30 p.m. without opposition.

Don W. Spath, President

Boyd C. Hoddinott, M.D., Secretary