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The Board of the Logan County Health District met in regular session on Wednesday, May 6, 2015. 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, Mrs. Watkins, Mr. Harrison, Mrs. Collins. Staff members present were Health Commissioner Dr. Boyd C. Hoddinott, Administrator Lisa G. Downing, Environmental Health Director Craig D. Kauffman, Director of Nursing Kay Schroer, and Emergency Preparedness Coordinator/PIO Corinne Riegler. Guests included Doug Lyons, and reporters Mike Vettori of *WPKO/WBLL Radio* and Mandy Loehr of the *Bellefontaine Examiner*.

IN THE MATTER OF MINUTES

It was moved by Mr. Harrison and seconded by Mrs. Watkins that the Board approve the minutes of the April 1, 2015, meeting as mailed. Ayes: Mrs. Price, Mrs. Collins, Mrs. Watkins, Mr. Harrison. 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 April 3, 10, 17, and 24, it was moved by Mrs. Watkins and seconded by Mrs. Collins that the Board approve the monthly bill vouchers and order the bills paid. Ayes: Mr. Harrison, Mrs. Price, Mrs. Collins, Mrs. Watkins. Nays: none. Motion carried.

IN THE MATTER OF PUBLIC FORUM/SNYDER SOLID WASTE DUMPING

Lewis Eric Snyder, London Correctional Institution, owns vacant property at 5699 SR 274 East, Rushsylvania, with large piles of solid waste behind the barn and in a hole full of water along the creek. Doug Lyons, neighboring property owner at 5694 SR 274 East, addressed the Board regarding his attempts over the past two years to get the property cleaned up, noting costly bills for exterminating rodents from his property. Following review of photographs and case documents, and a statement by Environmental Health Director Craig D. Kauffman that a grant for clean-up may be available from the Logan County Solid Waste District, it was moved by Mrs. Watkins that the Board issue a citation to any interested parties to show cause why the health district should not expend the funds to remove the solid waste under Ohio Revised Code 3707.02 and certify the cost as a lien against the property; and further, that Mr. Kauffman solicit estimates for the work. The motion was seconded by Mr. Harrison. Ayes: Mrs. Price, Mrs. Collins, Mr. Harrison, Mrs. Watkins. Nays: none. Motion carried.

IN THE MATTER OF AMENDING LOGAN COUNTY HEALTH DISTRICT REGULATION NO. 40

The Environmental Health Director presented the first reading of an amendment to Logan County Health District Regulation No. 40, amending water sample fees from \$30 to \$40 for public swimming pools/spas; marinas; manufactured home parks; recreational vehicles parks, recreation camps, and combined parks/camps; food service operations; and private water systems. It was moved by Mrs. Collins and seconded by Mrs. Price that the Board approve the first reading of the amendment. Ayes: Mrs. Watkins, Mr. Harrison, Mrs. Price, Mrs. Collins. Nays: none. Motion carried.

IN THE MATTER OF AMENDING LOGAN COUNTY HEALTH DISTRICT REGULATION NO. 46

Mr. Kauffman also presented the first reading of amendment to Logan County Health District Regulation No. 46, amending plumbing fees as follows. It was moved by Mr. Harrison and seconded by Mrs. Collins that the Board approve the first reading of the amendment. Ayes: Mrs. Watkins, Mrs. Price, Mrs. Collins, Mr. Harrison. Nays: none. Motion carried.

- Commercial Single Fixture Installation Permit \$25 to \$50
- Commercial Reinspection \$50 to \$75
- Residential Single Fixture Installation Permit \$25 to \$35
- Residential Each Fixture \$7.50 to \$10
- Courtesy Inspection \$25 to \$30
- Residential Reinspection \$35 to \$40
- Plumbing Installer Registration \$75 to \$100
- Plumbing Installer Limited Registration \$50 to \$75



IN THE MATTER OF NUISANCE VIOLATIONS

Environmental Health Director Craig D. Kauffman presented the following nuisances in violation of code for Board action following citizen complaints and non-compliance with sanitarian orders.

Janice Rogers, Columbus

Ms. Rogers owns vacant property at 8223 Midway Drive, Russells Point, with tires, wood/fence debris, and litter. No change was observed after a March 20, 2015, sanitarian citation (and verification of rat harborage). Mr. Kauffman recommended an order to remove all waste within seven (7) days.

Christina M. Brown, Fostoria (Statutory Agent for B&B Enterprises of NW Ohio)

B&B Enterprises owns property at 11392 Chinook Path, Lakeview, where there is a partially demolished manufactured home with insulation, wood, and other debris all over the lot. No change was observed after a March 27, 2015, sanitarian citation. Mr. Kauffman recommended an order to remove all waste within 14 days.

Edita Ankrom, Mechanicsburg

Ms. Ankrom owns rental property at 11362 Oneida Path, Lakeview, with a boat full of garbage in bags, a pile of garbage in bags beside the house, and a pile of scrap wood and shingles in the yard. No change was observed after a March 27, 2015, sanitarian citation. Mr. Kauffman recommended an order to remove all waste within seven (7) days.

It was moved by Mr. Harrison and seconded by Mrs. Watkins that pursuant to Ohio Revised Code 3707.01, the conditions at these premises be declared a public nuisance and a hazard to the health and safety of the citizens of the health district; and that *Janice Rogers, Christina M. Brown, and Edita Ankrom* each be ordered to abate their individual nuisances by the means recommended and maintain the premises in a sanitary manner in the future; and that the Health Commissioner be directed to issue the order on behalf of the Board. Ayes: Mrs. Collins, Mrs. Price, Mrs. Watkins, Mr. Harrison. Nays: none. Motion carried.

IN THE MATTER OF VARIANCE REQUESTS

Mr. Kauffman presented the following requests for variance from established codes.

Sue Schmelzer, 9800 Roberts Road SE, Galloway

Ms. Schmelzer requested variance from Ohio Administrative Code 3701-28 to place a well eight (8) feet from the house and 20 feet from the public road at 7417 West Street, Russells Point, where the Code requires 10 feet and 25 feet, respectively. Sanitarian Lisa Engle recommended approval citing the hardship criteria (no feasible alternative).

James Leichty, 135 East Kildare Avenue, Lima

Mr. Leichty requested variance from Ohio Administrative Code 3701-28 to place a well 20 feet from the public road at 7726 Ash Street, Russells Point, where the Code requires 25 feet. Sanitarian Lisa Engle recommended approval citing the hardship criteria (no feasible alternative).

It was moved by Mrs. Price and seconded by Mrs. Watkins that the Board approve the individual variances, to become invalid with the availability of central water supply. Ayes: Mrs. Collins, Mr. Harrison, Mrs. Watkins, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF APRIL BOARD ORDERS

The Environmental Health Director updated the Board on the status of orders they issued last month as a matter of information.

IN THE MATTER OF FULL SCALE EMERGENCY EXERCISE

Emergency Preparedness Coordinator/Public Information Officer Corinne Riegler discussed the upcoming full scale emergency exercise on Wednesday, June 10, from 9:00 to 12:00 at Bellefontaine High School and invited members to participate. She explained that the exercise is designed to test the health district's response to and management of



public health emergencies using a simulated biological agent incident, and will focus on the capabilities of medical countermeasures dispensing, medical materiel management and distribution, and volunteer management.

IN THE MATTER OF OHIO ENVIRONMENTAL HEALTH ASSOCIATION AWARD

It was moved by Mr. Harrison, seconded by Mrs. Watkins, and unanimously approved, that the Board formally congratulate Safety and Sanitation Coordinator Timothy Smith, RS, MS on his 2015 State of Ohio Publications Award from the Ohio Environmental Health Association for his 1st Quarter 2014 article in the Ohio Journal of Environmental Health entitled “Viral Gastroenteritis: Awareness and Symptoms”.

IN THE MATTER OF NURSING REPORT

Mrs. Schroer discussed the activities of the nursing division over the past month including: increased newborn visits; more hepatitis B cases due to surgery and chemotherapy screenings; the second dental clinic on May 29; and the Amish Tdap clinic being planned for this summer in Belle Center. She also offered comments on the quality improvement project on time sheet simplification made possible by the use of grant funding. The following nursing statistics for the month of March were then presented.

Home Health: 46 patients; 10 admissions; 198 RN visits; 21 HHA visits; 115 PT visits; 71 OT visits, 6 ST visits

Public Health: 8 home visits; 8 active lead cases; 14 TB skin tests; 7 BCMH visits/39 contacts; 9 newborn home visits; 1 head lice check

Immunization Program: 20 child clients/48 injections; 12 adult clients/15 injections; 3 flu shots

Women, Infants and Children: 48 new clients; 89 recertifications; 765 total participants

Communicable Disease: Chlamydia (8); Hepatitis B (5); Hepatitis C (7); Campylobacter (1); Legionella (1)

Health Education: 1 health fair/68 participants; 2 staff trainings/meetings; 1 public class/11 participants

IN THE MATTER OF FINANCIAL REPORT REVIEW

Administrator Lisa G. Downing presented the health district financial reports for the month of March, noting receipt of first half tax revenue from inside millage; typical seasonal revenue in the water well, sewage, and food safety funds; and a net loss of \$16,144.93 in the home health fund. She also relayed that expenses are 6% under budget for the first quarter of the fiscal year. It was moved by Mrs. Price and seconded by Mr. Harrison that the Board authorize President Spath to approve review of the reports. Ayes Mrs. Watkins, Mrs. Collins, Mr. Harrison, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF ROUTINE BOOKKEEPING MATTERS

It was moved by Mr. Harrison and seconded by Mrs. Price that the Board confirm the following additional appropriation to the 2015 operating budget completed by the Administrator during the month of April, due to anticipated receipt of grant funding. Ayes: Mrs. Collins, Mrs. Watkins, Mrs. Price, Mr. Harrison. Nays: none. Motion carried.

ADDITIONAL APPROPRIATION \$44,329.00 (\$38,329.00 Lean Grant/\$6000 Accreditation Readiness Grant)

District Health Fund 063

- 063-450-01020 Salaries \$23,000.00
- 063-450-01025 Supplies \$1,329.00
- 063-450-01050 Contracts \$20,000.00



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IN THE MATTER OF PERSONNEL POLICY REVISIONS

Ms. Downing explained that the rules (aka the Ohio Administrative Code) of the Ohio Department of Administrative Services no longer apply to anyone who does not work directly for the State of Ohio, and outlined the recommendations of Clemans-Nelson and Associates, the health district's human resources consulting firm, in regard to personnel policies. It was moved by Mrs. Price and seconded by Mrs. Collins that the Board adopt revisions to the following sections of the Logan County Health District Personnel Policy Manual as recommended, removing all direct references to Ohio Department of Administrative Services and Ohio Administrative Code. Ayes: Mrs. Watkins, Mr. Harrison, Mrs. Collins, Mrs. Price. Nays: none. Motion carried.

- Section 1.04 Definitions/Abbreviations
- Section 5.11 Family and Medical Leave
- Section 5.22 Disability Separation
- Section 8.02 Progressive Discipline

IN THE MATTER OF HEALTH DISTRICT OPERATING LEVY

As recommended by the Health District Advisory Council, it was moved by Mr. Harrison and seconded by Mrs. Collins that the Board adopt the following resolution in regards to an operating levy for the health district.

RESOLUTION 2015-02

WHEREAS current funding is insufficient to operate the Logan County Health District at an optimal level;

AND WHEREAS available tax support from inside millage is putting a financial strain on Logan County townships and municipalities;

BE IT RESOLVED, a majority of members concurring, that the Logan County District Board of Health hereby authorizes the Health Commissioner to request the Board of Logan County Commissioners to place a new five (5) year .8 mill operating levy on the November 2015 ballot for collection for the 2015 tax year beginning in 2016.

On roll call the vote was as follows:

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

Don W. Spath, President

Boyd C. Hoddinott, M.D., Secretary

IN THE MATTER OF HEALTH COMMISSIONER COMMENTS

Health Commissioner Dr. Boyd C. Hoddinott discussed formation of a levy committee with Board participation, and again encouraged members to periodically attend the weekly Leadership Team meetings held at 8:30 a.m. on Wednesdays.

IN THE MATTER OF ADJOURNMENT

Confirming the next regular meeting as June 3, 2015, at 1:00 p.m., President Spath adjourned the meeting at 2:00 p.m. without opposition.

Don W. Spath, President

Boyd C. Hoddinott, M.D., Secretary