



April 4, 2018
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The Board of the Logan County Health District met in regular session on Wednesday, April 4, 2018. President Harrison called the meeting to order at 1:00 p.m. followed by the pledge to the flag. Members present on roll call: Mr. Harrison, Mrs. Price, Dr. Varian, Mrs. Watkins. Staff members present were Health Commissioner Dr. Boyd C. Hoddinott, Administrator Lisa G. Brown, Interim Director of Nursing Kelly Reaver, Environmental Health Director Timothy M. Smith, and Assistant to the Health Commissioner Donna Metzler. Guests present were Nancy and John Ruschau, along with reporters Mandy Loehr of the *Bellefontaine Examiner* and Mike Vektorino of *WPKO/WBLL Radio*.

IN THE MATTER BOARD MEMBER APPOINTMENT - DISTRICT ADVISORY COUNCIL

Health Commissioner Dr. Boyd Hoddinott congratulated Robert Harrison on his reappointment by the Heath District Advisory Council on March 29 to another five (5) year term on the Board of Health for the period April 1, 2018, to March 31, 2023.

Mrs. Collins joined the meeting at this time.

IN THE MATTER OF MINUTES

It was moved by Mrs. Price and seconded by Dr. Varian that the Board approve the minutes of the March 7, 2018, regular meeting, with the noted change of Mrs. Watkins from *aye* to *abstain* in the matter of the Jerry Faine variance denial reconsideration. Ayes: Mrs. Watkins, Mrs. Collins, Dr. Varian, 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 March 9, 16, 23, and 30, it was moved by Dr. Varian and seconded by Mrs. Watkins that the Board approve the monthly bill vouchers and order the bills paid. Ayes: Mrs. Collins, Mrs. Price, Mrs. Watkins, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF PUBLIC FORUM

No members of the public were present for this portion of the meeting.

IN THE MATTER OF BOARD UPDATES – STRATEGIC PLAN/ACCREDITATION

Assistant to the Health Commissioner Donna Metzler presented the report of the annual review of the health district's Strategic Plan as completed by the Strategic Planning Committee. She reviewed the process, conclusions, accomplishments and updates, and identified new actions for 2018. Ms. Metzler then continued preparation of the Board for the upcoming Public Health Accreditation Board site visit, focusing on critical domains and plans. Reviews included the Community Health Assessment, Community Health Improvement Plan, Performance Management System, QI Projects, and Workforce Development Plan.

IN THE MATTER OF BOARD ACTION UPDATES

Environmental Health Director Timothy M. Smith updated the Board on the status of previous matters.

- Indian Head Roadhouse has reopened.
- Jerry Faine, 11478 Hiawatha Path, Chippewa Park, Lakeview, and Daniel Byers, 14118 Rosewood Avenue, Lakeview, both obtained their well alteration permits on March 13, 2018.
- Steve Wallace, 10603 Seminole Shore Drive, Huntsville, obtained his well permit on March 15, 2018.
- Robert Dunlevy, 7349 West St., Russells Point, obtained his well permit on March 20, 2018.
- Gilbert C. Myers, 313 Linden St., Bellefontaine, signed the receipt of the Board order to remove odor from 300 North Detroit Street, Apt. B, Bellefontaine, on March 15, 2018. Renter Rita Cook has not signed for her Board order.
- JeeDee Monk, 99 Riverside Dr., Pangburn, Arkansas, signed the receipt of the Board order to remove structures and solid wastes at the property she owns at 14215 Oakwood Ave., Lakeview, on March 16, 2018. A re-inspection is planned for after April 16, 2018. It was reported at the District Advisory Council meeting by Washington Township trustee Steve Terrill that her relatives were proceeding with the removal themselves.

IN THE MATTER OF VARIANCE REQUESTS

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

Sidney Crider, 11329 Elm Street, Lakeview

It was the consensus of the Board that the variance requested by Mr. Crider for an emergency replacement well was not necessary, as distance requirements would not apply to an undeveloped, yet platted, public road.

Thomas Crotinger of Hunter Modular Homes; for Jeff and Laura Baird, 8907 College Street, Lakeview

Mr. Crotinger requested variance from Ohio Administrative Code 3701-28-07 (D), (G), and (J) (1) for an existing well that is only two (2) feet to a building (the neighboring home), public roadway (alley), and the property line, with 10, 25 and 10 feet required, respectively. Sanitarian Lisa Engle recommended approval since the well condition will be improved with the alteration. It was moved by Mrs. Watkins and seconded by Mrs. Collins that the Board grant the variance, to remain valid until revoked. Ayes: Dr. Varian, Mrs. Price, Mrs. Collins, Mrs. Watkins. Nays: none. Motion carried.

John Ruschau, 10523 Manatee Dr., Huntsville

Mr. Ruschau requested variance from Ohio Administrative Code 3701-28-07 (D) to construct a new garage seven (7) feet from an existing well. The code requires 10 feet from a foundation. Mr. Ruschau was present at the meeting, and stated all options had been explored for an alternative location. Sanitarian Lisa Engle noted that the addition will not create an increased risk of contamination, and the well drilled and approved in 1995 will remain accessible. It was moved by Mrs. Watkins and seconded by Mrs. Price that the Board grant the variance, to remain valid until revoked. Ayes: Dr. Varian, Mrs. Collins, Mrs. Price, Mrs. Watkins. Nays: none. Motion carried.

IN THE MATTER OF NUISANCE VIOLATIONS

Carl Cummins; Johnny and Diane Cummins; co-owners, 230 Grove Avenue, Lakeview

The named parties co-own this property, where a leaning, deteriorating manufactured home with a tarped roof was observed which no longer has water service. Sanitarian Lisa Engle reported that the Lakeview Fire Department sent a written complaint that the home is a fire hazard, and two (2) separate sanitarian orders were sent through regular mail and returned unclaimed. It was moved by Dr. Varian and seconded by Mrs. Collins that the Board issue a condemnation notice, along with an order to remove the manufactured home and all solid wastes to a licensed disposal facility within 30 days; and that the structure be placarded to prevent it from being occupied by any future residents until it is removed. Ayes: Mrs. Watkins, Mrs. Price, Mrs. Collins, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF WATER POLLUTION CONTROL LOAN FUND AGREEMENT

RESOLUTION 2018-03

A RESOLUTION AUTHORIZING BOYD C. HODDINOTT, MD., LOGAN COUNTY HEALTH COMMISSIONER, TO APPLY FOR, ACCEPT, AND ENTER INTO A WATER POLLUTION CONTROL LOAN FUND AGREEMENT ON BEHALF OF THE HEALTH DISTRICT OF LOGAN COUNTY FOR THE REPAIR AND REPLACEMENT OF HOME SEWAGE TREATMENT SYSTEMS.

It was moved by Dr. Varian that the Board adopt the following Resolution.

Whereas, the Health District of Logan County seeks to repair and/or replace failing home sewage treatment systems; and

Whereas, the Health District of Logan County intends to apply to the Water Pollution Control Loan Fund (WPCLF) for the repair and/or replacement of failing home sewage treatment systems; and

Whereas, the Ohio Water Pollution Control Loan Fund requires the government authority to pass legislation for application of a loan and the execution of a WPCLF assistance agreement; now therefore,

BE IT RESOLVED by the Board of the Health District of Logan County, that Boyd C. Hoddinott, MD, Logan County Health Commissioner, be and is hereby authorized to apply for a WPCLF assistance agreement, sign

all documents for and enter into a Water Pollution Control Loan Fund with the Ohio Environmental Protection Agency for the repair and/or replacement of failing home sewage treatment systems on behalf of the Health District of Logan County, Ohio.

Mrs. Price seconded the motion, and on roll call the vote was as follows:

Mrs. Price- aye; Dr. Varian- aye; Mrs. Collins- aye; Mrs. Watkins- aye

This Resolution is hereby declared adopted on this 4th day of April in the year 2018, and shall take effect and be in force from and after the earliest period allowed by law.

Robert Harrison, President

Boyd C. Hoddinott, Secretary

IN THE MATTER OF MANUFACTURED HOME COMMUNITIES INSPECTION AGREEMENT

The Environmental Health Director explained that authority to license manufactured home communities in the state of Ohio has been transferred from the Ohio Manufactured Homes Commission to the Ohio Department of Commerce (ODC), Division of Industrial Compliance, and requested consideration of a new agreement with ODC to complete the annual community inspections within Logan County. It was moved by Mrs. Watkins and seconded by Mrs. Price that the Board authorize the Health Commissioner to enter into the agreement, with compensation per Exhibit C of the contract. Ayes: Dr. Varian, Mrs. Collins, Mrs. Price, Mrs. Watkins. Nays: none. Motion carried.

IN THE MATTER OF NURSING REPORT

Interim Nursing Director Kelly Reaver discussed activities of the nursing division over the past month. She announced that for the first time, 100% of the health district staff has been certified in CPR; both influenza facility and pertussis facility outbreaks have been closed; WIC had a positive management evaluation by the Ohio Department of Health with only four (4) minor corrective actions need from a field of 36 categories; newborn home visit funding has been received from the Mental Health, Drug and Alcohol Service Board for 2018; and immunizations and BMCH numbers are comparable to 2017 and remain steady. Mrs. Reaver then reviewed nursing division statistics for the month of February as listed below.

Public Health: 1 home visit; 6 active lead cases; 12 TB skin tests; 46 BCMH contacts/6 visits; 2 newborn home visits; 1 HIV clinic

Immunization Program: 17 child clients; 9 adult clients; 15 flu shots

Women, Infants and Children: 20 new clients; 67 recertifications; 668 total participants

Communicable Disease- 47: Chlamydia (14); Gonorrhea (6); Hepatitis C (4); Influenza (13); Other (10)

Health Education: 3 public classes

IN THE MATTER OF FINANCIAL REPORT REVIEW

Administrator Lisa G. Brown presented the health district financial reports for the month of February. She noted funding for PHEP Grant deliverables; seasonal food licensing revenue; and first quarter landfill monitoring payment from the Solid Waste Management District. Expenses were routine: salaries, benefits, and remittances to state. It was moved by Dr. Varian and seconded by Mrs. Collins that the Board authorize President Harrison to approve review of the reports. Ayes: Mrs. Price, Mrs. Watkins, Mrs. Collins, Dr. Varian. Ayes: none. Motion carried.

IN THE MATTER ROUTINE BOOKKEEPING MATTERS

It was moved by Mrs. Price and seconded by Mrs. Watkins that the Board confirm the following transfer of appropriated funds to meet current expenses completed by the Administrator during the month of March. Ayes: Dr. Varian, Mrs. Collins, Mrs. Watkins, Mrs. Price. Nays: none. Motion carried.

Woman, Infants, Children Fund 061

- \$5550.00 FROM: 061-010-01025 Supplies TO: 061-010-01030 Equipment

IN THE MATTER OF NEW POLICY – CREDIT/DEBIT CARD ACCEPTANCE

Referencing the services agreement with Lexis Nexis VitalChek Network approved by the Board at their February meeting, Mrs. Brown presented a policy for Board consideration to establish acceptance of credit and debit cards as payment for services. It was moved by Dr. Varian and seconded by Mrs. Price that the Board approve the policy pending a resolution by the Board of Logan County Commissioners permitting such activity by county offices, including health districts, under authority of Ohio Revised Code 304.02. Ayes: Ms. Collins, Mrs. Watkins, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF COLLABORATION AGREEMENT – LOGAN COUNTY FARMERS MARKET

It was moved by Mrs. Watkins and seconded by Mrs. Collins that the Board enter into an agreement with the Logan County Farmers Market to provide collaboration services addressing the issue of accessibility to food and beverage choices of the Indian Lake area commencing April 4, 2018, and continuing uninterrupted until the project is complete. Ayes: Mrs. Price, Dr. Varian, Mrs. Collins, Mrs. Watkins. Nays: none. Motion carried.

IN THE MATTER OF 2019 ANTICIPATED BUDGET

Administrator Lisa G. Brown and Health Commissioner Dr. Boyd Hoddinott reviewed the 2019 anticipated health district operating budget, which is required to be submitted to the county budget commission each year at this time. Projections assume the 2018 level of funding from inside millage of \$600,000.00, and is based on current trends for licenses, permits, and other fees. Projections provide for a 2% cost of living adjustment for all permanent staff, hiring of two (2) part-time staff members, and severance for one (1) administrative retirement. Understanding that adjustments based on cash balances will likely be necessary before final approval in November, it was moved by Mrs. Collins and seconded by Mrs. Watkins that the Board approve the anticipated budget as presented. Ayes: Dr. Varian, Mrs. Price, Mrs. Watkins, Mrs. Collins. Nays: none. Motion carried.

IN THE MATTER OF HEALTH COMMISSIONER COMMENTS

Health Commissioner Dr. Boyd Hoddinott discussed the high stress level of staff pending the Public Health Accreditation Board site visit, and referenced the 2017 annual report of the health district that was presented at the Health District Advisory Council's annual meeting.

IN THE MATTER OF ADJOURNMENT

Confirming the next regular meeting for May 2, 2018, at 1:00 p.m., President Harrison adjourned the meeting at 1:03 p.m. without opposition.

Robert G. Harrison, President

Boyd C. Hoddinott, M.D., Secretary