



May 2, 2018
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The Board of the Logan County Health District met in regular session on Wednesday, May 2, 2018. President Harrison called the meeting to order at 1:03 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, Environmental Health Director Timothy M. Smith, Director of Nursing Kelly Reaver, and Assistant to the Health Commissioner Donna Metzler. Guests included David Ellis and Patty Tarleton, along with reporter Mandy Loehr of the *Bellefontaine Examiner*.

IN THE MATTER OF MINUTES

It was moved by Mrs. Price and seconded by Mrs. Watkins that the Board approve the minutes of the April 4, 2018, meeting as mailed. Ayes: Dr. Varian, Mrs. Watkins, 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 April 6, 20, and 27, it was moved by Mrs. Watkins and seconded by Mrs. Price that the Board approve the monthly bill vouchers and order the bills paid. Ayes: Dr. Varian, Mrs. Price, Mrs. Watkins. Nays: none. Motion carried.

IN THE MATTER OF PUBLIC FORUM

There was no one present for this portion of the meeting.

IN THE MATTER OF ACCREDITATION SITE VISIT EDUCATION

Assistant to the Health Commissioner Donna Metzler continued preparation of the Board for the upcoming Public Health Accreditation Board site visit, focusing on critical domains and plans. Reviews included examples of possible site visit questions for the governing entity; authorities per Ohio Revised Code; Board of Health (BOH) structure; member/new member orientation; and communication examples between the health district and the BOH.

IN THE MATTER OF BOARD ACTION UPDATES

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

Gilbert C. Myers, 313 Linden Street, 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 would not sign for her Board order. Proceeding to court on Myers and a reinspection is planned for Cook as a separate court action.

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 Avenue, Lakeview, on March 16, 2018. No changes were observed at a reinspection conducted on April 16, 2018. Proceeding with condemnation notice.

Jeff and Laura Baird, 8907 College Street, Lakeview, obtained their well permit on April 4, 2018.

John Ruschau, 10523 Manatee Drive, Huntsville, obtained his Building Review approval on April 4, 2018.

IN THE MATTER OF FOOD SERVICE LICENSE VIOLATION

Shen Yao Lin, Licensee, China Fortune, 223 SR 720, Russells Point

On May 1, 2018, David Miller, SIT documented a fourth violation of Ohio Administrative Code 3701-1-04.5 A (cleaning of equipment) for grease buildup inside the food service's exhaust hood that is also visible outside and below the hood's exhaust unit creating a potential fire hazard and nuisance condition. It was moved by Mrs. Watkins and seconded by Dr. Varian that the Board issue an order to correct the violation within three (3) days of receipt of the order, and to order the licensee to appear before the Board of Health at the next regular meeting for a license suspension hearing if compliance with the order is not attained. Ayes: Mrs. Price, Mrs. Watkins, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF BOARD ORDER EXTENSION - CUMMINS

Carl Cummins, and Johnny and Diane Cummins, are co-owners of the property at 230 Grove Avenue, Lakeview, with a leaning, deteriorating manufactured home with a tarped roof and no water service. The Board issued a condemnation order on April 4, 2018, along with an order to remove the manufactured home and all solid wastes to a licensed disposal facility within 30 days. Patty Tarelton, daughter of Diane Cummins, was present at the meeting and addressed the Board. Ms. Tarelton confirmed that Carl Cummins and Johnny Cummins are both now deceased, and requested an extension of the Board's original order to allow family member time to clean up the property and remove the structure themselves by the end of summer. It was moved by Dr. Varian and seconded by Mrs. Price that the Board grant an extension to June 6, 2018, with a sanitarian report on the progress requested at the June regular meeting. Ayes: Mrs. Watkins, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF VARIANCE REQUESTS

Environmental Health Director Timothy M. Smith presented the following requests for variance from established codes.

Jeff Tarrier, 1541 Northcrest Avenue, Columbus

Mr. Tarrier requested variance from Ohio Administrative Code (OAC) 3701-28-07 (D) and (G) to drill his own well (presently a shared well) only six (6) feet from the house foundation and 16 feet, four (4) inches from a public road at 9348 Oak Ridge Drive, Long Island, Belle Center. 10 feet and 25 feet are required, respectively, and sanitarian Lisa Engle recommended approval due to the limited lot size for access by the driller. It was moved by Dr. Varian and seconded by Mrs. Price that the Board approve the variance. Ayes: Mrs. Watkins, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

Cindy Bradley, 9281 Oak Ridge Drive, Long Island, Belle Center

Ms. Bradley requested variance from OAC 3701-28-07 (G), (J) (1) and (J) (10) to drill her own well (presently a shared well) only 12 feet from a public road, eight (8) feet to a property line, and five (5) feet to the existing shared well set on the property line. 25 feet, 10 feet, and 10 feet are required, respectively. Mr. Smith recommended approval as the water line is drawing air and is not easily removed without removing all the interior piping in the well. Additionally, the sewer line is in the rear yard and a gas line cuts through the middle of the front yard. It was moved by Mrs. Price and seconded by Dr. Varian that the Board approve the variance. Ayes: Mrs. Watkins, Dr. Varian, Mrs. Price. Nays: none. Motion carried.

Dale Thompson, 10104 Buckeye Drive, Huntsville

Mr. Thompson requested variance from OAC 3701-28-07 (D) to install a new carport that will be only three (3) feet from the existing well where 10 feet are required. Sanitarian Lisa Engle recommended approval since the carport will not have a foundation and the well will remain outside of the structure. It was moved by Dr. Varian and seconded by Mrs. Watkins that the Board approve the variance, with the condition of no foundation. Ayes: Mrs. Price, Mrs. Watkins, Dr. Varian. Nays: none. Motion carried.

Brian and Nichola Jordan, 19829 CR 155, Rushsylvania

The Jordan's requested a variance from OAC 3701-28-07 (D) to connect a new dwelling at 11619 Cooper Avenue, Lakeview, to an existing well that will be eight (8) feet away. The Code requires 10 feet, and sanitarian Lisa Engle recommended approval since all other distances will be met and the variance achieves eighty percent of the requirement. Following a lengthy discussion, it was moved by Mrs. Watkins and seconded by Dr. Varian that the Board table action on the variance until hardship can be demonstrated by the applicants. Ayes: Mrs. Price, Dr. Varian, Mrs. Watkins. Nays: none. Motion carried.

Al and Denise Schultz, 8815 SR 273 West, Belle Center; via David Ellis, Clayton Homes of Bellefontaine

The Schultz's requested variance from OAC 3701-28-07 (D) to install a new manufactured home on a crawl space foundation only four (4) feet, nine (9) inches from the existing well. The Environmental Health Director recommended the Board to consider whether a hardship exists for this variance at the distance requested due to the space available for other options. Davis Ellis of Clayton Homes of Bellefontaine was present and addressed the Board on behalf of the Schultz's, explaining the financial reasoning behind the request. It was moved by Dr. Varian and seconded by Mrs. Price that the Board grant the variance; however, following discussion Dr. Varian withdrew his motion. It was then moved by Mrs. Watkins and seconded by Dr. Varian that the Board deny the request as hardship was not demonstrated. Ayes: Mrs. Price, Dr. Varian, Mrs. Watkins. Nays: none. Motion carried.

IN THE MATTER OF NURSING REPORT

Interim Nursing Director Kelly Reaver updated the Board on activities of the nursing division over the past month including a very successful annual 5K Walk promoting diabetes prevention; WIC collaboration efforts with local agencies to promote breastfeeding; and low statewide birth numbers affecting newborn home visits. Mrs. Reaver then reviewed nursing division statistics for the month of March as listed below.

Public Health: 3 active lead cases; 13 TB skin tests; 66 BCMH contacts/6 visits; 5 newborn home visits; 1 bereavement contact

Immunization Program: 33 child clients; 4 adult clients; 10 flu shots

Women, Infants and Children: 43 new clients; 57 recertifications; 598 total participants

Communicable Disease- 35: Chlamydia (10); Gonorrhea (3); Hepatitis C (9); Influenza (3); Other (10)

Health Education: 1 health fair/10 participants; 1 staff training; 3 public classes

IN THE MATTER OF FINANCIAL REPORT REVIEW

Administrator Lisa G. Brown presented the health district financial reports for the month of March. She noted seasonally high revenue in the Food Safety fund, inside millage from first half tax settlements, and typical expenditures including first installments of workers compensation premiums. It was moved by Dr. Varian and seconded by Mrs. Watkins that the Board authorize President Harrison to approve review of the reports. Ayes: Mrs. Price, Mrs. Watkins, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF ROUTINE BOOKKEEPING

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

Swimming Pool Fund 053

- \$500.00 FROM 053-400-01070 Travel TO 053-400-01100 OPERS
- \$900.00 FROM 053-400-01070 Travel TO 053-400-01030 Remittance to State

Food Safety Fund 067

- \$200.00 FROM 067-450-01070 Travel TO 067-450-01050 Refunds

IN THE MATTER OF FUNDING ACCEPTANCE – DELTA DENTAL FOUNDATION

It was moved by Dr. Varian and seconded by Mrs. Price that the Board accept a 2018 Delta Dental Foundation Brighter Futures Community Grant in the amount of \$1500.00, designated to purchase and distribute dental kits. Ayes: Mrs. Watkins, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF EXECUTIVE SESSION

At 2:56 p.m., it was moved by Mrs. Watkins and seconded by Mrs. Price that Board enter executive session to discuss personnel compensation, with the Administrator and the Health Commissioner to remain in attendance. Ayes: Dr. Varian, Mrs. Price, Mrs. Watkins. Nays: none. Motion carried.

IN THE MATTER OF RETURNING TO OPEN SESSION

At 3:04 p.m., it was moved by Mrs. Price and seconded by Mrs. Watkins that the Board return to open session. Ayes: Dr. Varian, Mrs. Watkins, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF POSITION GRADE RECLASSIFICATION/STEP INCREASE – VITAL STATISTICS REGISTRAR/ENVIRONMENTAL CLERICAL SPECIALIST

It was moved by Mrs. Price and seconded by Mrs. Watkins that the Board reclassify the Grade of this position from 17 to 20; and further, that the current employee in this position, Kimberly Houchin, be moved to Step 5 on the salary schedule, being \$19.81 hourly, effective May 5, 2018. Ayes: Dr. Varian, Mrs. Watkins, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF END OF PROBATION/PERMANENT HIRE – D. MILLER

Following presentation of the six (6) month performance evaluation by his supervisor, Timothy M. Smith, it was moved by Mrs. Price and seconded by Mrs. Watkins that the Board recognize completion of the 180-day probationary period for Sanitarian-in-Training David Miller and authorize his permanent hire, with a 2% pay increase to \$18.67 hourly effective May 5, 2018. Ayes: Dr. Varian, Mrs. Watkins, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF END OF PROBATION/PERMANENT APPOINTMENT- T. SMITH

Following presentation of the six month performance evaluation by Health Commissioner Dr. Boyd Hoddinott, it was moved by Dr. Varian and seconded by Mrs. Price that the Board recognize completion of the 180-day probationary period for Environmental Health Director Timothy M. Smith and authorize his permanent appointment, with a 2% pay increase to \$35.66 hourly effective May 5, 2018. Ayes: Mrs. Watkins, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF HEALTH COMMISSIONER COMMENTS

“Don’t worry about accreditation!”

IN THE MATTER OF ADJOURNMENT

Confirming the next regular meeting as June 6, 2018, at 1:00 p.m., President Harrison adjourned the meeting at 3:09 p.m. without opposition.

Robert G. Harrison, President

Boyd C. Hoddinott, M.D., Secretary