The Board of the Logan County Health District (LCHD) met in regular session Wednesday, June 10, 2020. Due to the coronavirus pandemic, the Board meeting was hosted by a conference call. President Harrison called the meeting to order at 1:00 p.m. followed by the pledge to the flag. Members present on roll call were Mr. Harrison, Mrs. Price, Dr. Varian, and Mrs. Watkins. President Harrison stated that since the meeting is held by conference call, all votes will be conducted by roll call. Administration present at the LCHD were Health Commissioner Dr. Boyd C. Hoddinott, Director of Environmental Health Timothy M. Smith, Director of Nursing Kelly Reaver, and Director of Business Operations Christina Bramlage. Administration present by conference call were Deputy Health Commissioner Donna Peachey and IT Manager Steve Cummings. Guests present by conference call were Cheryl Arndts, Patrick McAtee, LCHD volunteer Sandy Rowley, and reporter Mandy Loehr of the Bellefontaine Examiner.

**IN THE MATTER OF MINUTES**
It was moved by Mrs. Watkins and seconded by Mrs. Price that the Board approve the minutes of the May 13, 2020, regular meeting as e-mailed. Roll Call: Dr. Varian-aye, Mrs. Price-aye, and Mrs. Watkins-aye. Motion carried.

**IN THE MATTER OF PUBLIC FORUM**
No one requested the Board conference call information; therefore, no one was present for the public forum portion of the meeting.

**IN THE MATTER OF BOARD EDUCATION**
The DVD segment Board Basics: Board of Health Responsibilities, featuring Jim Watkins, Health Commissioner from Williams County Health Department and Alice Davis, Former Board of Health Member from Wood County Health District, was emailed to Board members to watch. Once completed, the Board members were asked to e-mail the Director of Business Operations Christina Bramlage for record-keeping.

**IN THE MATTER OF NURSING REPORT**
Director of Nursing Kelly Reaver brought the Board up to date on various activities of the nursing division. Infectious disease cases are down compared to last year, but CMH contacts and visits are up compared to last year. Newborn home visits are still being completed by phone because of COVID-19. Immunization clinics were still deemed non-essential, and WIC is still operating and doing curbside visits. The Ohio Children’s Trust Fund grant and Narcan trainings are still moving forward slowly. Public Health has been working on ways to continue to meet grant requirements while keeping everyone safe. Nursing continues to remain busy in the call center and contact tracing. (See Notes to Minutes)

**IN THE MATTER OF ENVIRONMENTAL HEALTH UPDATE**
The Environmental staff continues to address complaints received against local businesses on improper use of or lack of masks, social distancing concerns, and sanitizing/cleaning processes and timing.

**IN THE MATTER OF NUISANCE UPDATES**
Director of Environmental Health Timothy M. Smith provided updates on nuisances that the Board had previously handled. Mr. Smith noted that most of the previous nuisances are waiting on the Logan County Prosecutors’ Office or the Municipal Court:

*Mary Ann Kemp, 270 Bentz Avenue, Lakeview*
Ms. Kemp’s property had trash and debris in the yard. David Miller, SIT, issued a Sanitarian’s Order on March 13, 2020. A follow-up inspection after March 25, 2020, revealed no change. A seven (7) day Board of Health order was sent on May 22, 2020, and was received on June 3, 2020. A follow-up inspection by David Miller, SIT, on June 9, 2020, revealed the nuisance was abated.

*Robinson Rentals, LLC, 2824 TR 30 W, Bellefontaine*
Robinson Rentals, LLC’s property at 214 Pratt Street, Bellefontaine had a large pile of solid waste next to an overflowing dumpster. Director Tim Smith issued a Sanitarian’s Order on April 16, 2020. A follow-up inspection on
May 5, 2020, by Environmental Technician Arie Pequignot, revealed no change. A seven (7) day Board of Health order was sent on May 22, 2020, and was received on May 26, 2020. Follow-up inspections by Mr. Pequignot on June 2 and again on June 8, 2020, revealed no change. The matter was referred to the Prosecutor to file a violation of the Board of Health order in Municipal Court.

**Steven (and David) Anderson, Inmate A749491, 1580 SR 56 NW, London, Ohio**
Mr. Steven and David Anderson’s property at 260 Grove Street, Lakeview, had trash, debris, and an open structure. David Miller, SIT, issued a Sanitarian’s Order on March 13, 2020. A follow-up inspection on April 21, 2020, revealed conditions had not changed. A seven (7) day Board of Health order was sent on May 22, 2020, and was received on May 26, 2020. A follow-up inspection by David Miller, SIT, on June 9, 2020, revealed no change. The matter was referred to the Prosecutor to file a violation of the Board of Health order in Municipal Court.

**James Burden, 275 Bentz Avenue, Lakeview**
Mr. Burden’s property had trash, debris, and an open structure. David Miller, SIT, issued a Sanitarian’s Order on March 13, 2020. A follow-up inspection on April 21, 2020, revealed conditions had worsened with not only the house being unsecured but an opening has developed in the roof. A thirty (30) day Board of Health order was sent on May 22, 2020, and was received on May 26, 2020.

**Roger Triplett, 3170 Nolan Road, Zanesville, Ohio**
Mr. Triplett’s property at 270 Grove Street, Lakeview, had trash, debris, and an open structure with broken windows and the roof falling in. David Miller, SIT, issued a Sanitarian’s Order on March 13, 2020. A follow-up inspection on March 25, 2020, revealed no change. A thirty (30) day Board of Health order was sent on May 22, 2020, and was received on May 26, 2020.

**David Helman, 322 Lawrence Street, Bellefontaine, site of World Wide Tractor Parts. No update to report.**

**Carol McCollough, 13999 Oakwood Drive, Lakeview. No update to report.**

**Elizabeth Clary, 10977 Elm Street, Lakeview, owns a property at 10975 Elm Street, Lakeview. No update to report.**

**CHACO, LLC, 424 McAdams Rd., Cable, owns property at 117 W. Buckingham Ave., Bellefontaine. No update to report.**

**Mary Burns, 11275 Ash Street, Lakeview. No update to report.**

**Tom Board/Doug Wisterman, 8890 TR 239, Lot #22, Colonial Mobile Estates Manufactured Home Park. No update to report.**

**William McKinnon, 13975 Lindenwood Ave., Chippewa Park, Lakeview. No update to report.**

**Eric Brown, 8827 Franklin Ave., Lakeview. No update to report.**

**Harold Britton, 110 Powell Avenue, Bellefontaine. No update to report.**

**Jason Bowsher, 628 Cook Ave., Bellefontaine. No update to report.**

**Sherri Mathews, 11357 TR 251, Belle Center. No update to report.**

**Soteria US Property, Inc., 205 North Street, Lakeview. The Board order has not yet been accepted or returned.**

**IN THE MATTER OF VARIANCE REQUESTS**

Cheryl Arndts (8847 Franklin Ave., Lakeview) acting as the applicant for Ann M. Hill, 8842 Madison Ave., Lakeview

Ms. Hill requests a variance to OAC 3701-28-07 (J) (1) for proposed water well to be only seven (7) feet to a property line when ten (10) feet are required. Ms. Cheryl Arndts attended the Board meeting by conference call. It was moved by Dr. Varian and seconded by Mrs. Watkins that the Board grant the variance because the well removes an existing shared well from service and will still be nine (9) feet to the existing manufactured home, while still
allowing access for any expected large equipment for service. Roll Call: Mrs. Price-aye, Mrs. Watkins-aye, and Dr. Varian-aye. Motion carried.

**Patrick T. McAtee, 8836 SR 273 W, Belle Center**
Mr. McAtee requests variances to OAC 3701-28-07 (D) for existing water well to be only four (4) foot three (3) inches to a proposed new deck when five (5) feet are required. It was moved by Mrs. Watkins and seconded by Mrs. Price that the Board grant the variance with one condition because the well will still be fourteen (14) feet to the existing house and eleven (11) feet to a proposed new garage, while still allowing access for any expected large equipment for service. The condition is that the downspout from the roof over the deck must be routed away from the well. Roll Call: Dr. Varian-aye, Mrs. Price-aye, and Mrs. Watkins-aye. Motion carried.

**Don Watkins, 520 TR 184, Bellefontaine**
Mr. Watkins’s property on CR 10 between TR 179 and TR 55, requests a variance to OAC 3701-29-06 (G) (4) which states in part that “… a sewage treatment system shall be sited on the same parcel as the structures or dwelling served by the STS.” The proposed new sewage system has been designed to be within ten (10) feet of a parcel line that splits two lots that are both owned by Mr. Watkins by actually having to cross it. It was moved by Dr. Varian and seconded by Mrs. Watkins that the Board grants the variance with one condition because both adjoining properties were purchased before the state sewage code was adopted in 2015. The condition is that the present and all future property owners will not be able to divide the property along the parcel line without relocating the sewage system. Roll Call: Mrs. Price-aye, Mrs. Watkins-aye, and Dr. Varian-aye. Motion carried.

**Scott and Renee Couch, 10100 TR 160, North Lewisburg**
Mr. and Ms. Couch request a variance to OAC 3701-29-06 (G) (4) which states in part that “… a sewage treatment system shall be sited on the same parcel as the structures or dwelling served by the STS.” The proposed new sewage system has been designed to be within ten (10) feet of a parcel line that splits two lots that are both owned by the Couch’s which also is the dividing line between two school districts. It was moved by Mrs. Price and seconded by Dr. Varian that the Board grants the variance with one condition because Logan County and the school district will not allow the combining of the lots since it would result in the loss of school taxes to the school. The hardship is then to the property owner who will lose the use of the property. The condition is that the present and all future property owners will not be able to divide the property along the parcel line without relocating the sewage system. Roll Call: Mrs. Watkins-aye, Dr. Varian-aye, and Mrs. Price-aye. Motion carried.

**IN THE MATTER OF WATER POLLUTION CONTROL LOAN FUND**

**Matthew and Richelle Shoe, 4483 CR 63, Quincy**
Mr. and Ms. Shoe qualify for a grant payment of 85% from the Water Pollution Control Loan Fund through the Ohio EPA of the cost for a replacement system for a failed home sewage system. The system design required a 2,000-gallon septic tank and 1000 square feet of shallow leaching trenches. The following sealed bid was received and opened during the meeting. It was noted that requests for bids were sent to current excavators, but only one bid was submitted.

- Bobcat Multi-Works $10,850.00

It was moved by Dr. Varian and seconded by Mrs. Watkins to accept Bobcat Multi-Works bid of $10,850.00 since it was the lowest and best bid received. Roll Call: Mrs. Price-aye, Mrs. Watkins-aye, and Dr. Varian-aye. Motion carried.

**IN THE MATTER OF OPERATION AND MAINTENANCE (O&M) PROGRAM UPDATE**
Now that businesses have reopened that were previously closed during the Covid-19 pandemic shutdown of the state, the mailing of applications for the Sewage O&M Program is to be resumed by June 17, 2020, beginning with Liberty Township.

**IN THE MATTER OF EMPLOYEE OF THE MONTH**
Deputy Health Commissioner Donna Peachey explained to the Board members that Bailey McGill was nominated as June’s employee of the month. Ms. McGill was recognized for doing a terrific job with social media postings and tripling the traffic on Facebook. She is always cheerful with the public and co-workers.

**IN THE MATTER OF THE 2015-2019 REPORT OF SUICIDE DATA**
Deputy Health Commissioner Donna Peachey presented the Board with a 2015-2019 report of the suicide data in Logan County. Mrs. Peachey explained that the darker the green was on the map, the lower the opportunity for good health existed. This map correlates with other Logan County data. Indian Lake area, DeGraff, Quincy, and central
Bellefontaine have poorer health outcomes. Between 2015-2019, 90% of suicides in Logan County were males, with 63% from the zip code 43311. Men who were not married were more likely to die by suicide. The age groups with the highest number of suicides for males were 18-34 years old and 50-64 years old. Ms. Peachey reported that mental health was chosen from the Community Health Assessment to be a point of concern in Logan County. Churches and other social service agencies were supposed to be trained on how to connect with any struggling family. The project is on hold due to the coronavirus. The goal is to resume training by January 2021.

IN THE MATTER OF MONTHLY BILLS
Noting that vouchers for recurring and time-sensitive bills were submitted to the county auditor on May 8, 15, 22, 29, and June 5, it was moved by Mrs. Price and seconded by Mrs. Watkins that the Board confirm the bill vouchers and order the current bills paid. Furthermore, the Board approves payment of the currently presented bill vouchers as an emergency measure during this present-day coronavirus pandemic (per ORC 3709.21) with the signing of vouchers to occur at a later date. Roll Call: Dr. Varian-aye, Mrs. Watkins-aye, Mrs. Price-aye. Motion carried.

IN THE MATTER OF FINANCIAL REPORT REVIEW
Director of Business Operations Christina Bramlage presented health district financial reports for the month of April. She noted that funding was received in the Federal grants of $3,000.00 to Public Health Infrastructure, $12,873.27 to Women, Infants, and Children (WIC), and $316.00 to Get Vaccinated Ohio. The District Health Fund received several grant payments: Naloxone- $2,500, OCTF- $4,385.24, and COTS: $1,000. The District Health Fund also received a refund of $540.00 for staff educational seminars that were canceled due to the coronavirus pandemic. Mrs. Bramlage explained that the expenditures were routine in personnel and fringes, travel, and supplies. She also noted that the District Health Fund had an expense of $4,401.28 in supplies, which was mostly spent on baby safety equipment for the OCTF grant. It was moved by Mrs. Watkins and seconded by Mrs. Price that the Board authorizes President Harrison to approve review of the reports. Roll Call: Dr. Varian-aye, Mrs. Price-aye, and Mrs. Watkins-aye. Motion carried.

IN THE MATTER OF ROUTINE BOOKKEEPING
It was moved by Mrs. Price and seconded by Dr. Varian that the Board confirms the following transfer of appropriated funds to meet current expenses as completed by the Director of Business Operations Christina Bramlage during the month of May. Ayes: Mrs. Watkins-aye, Dr. Varian-aye, and Mrs. Price-aye. Motion carried.

**Water Wells Fund 7020**
- $60.00 FROM 7020-401-541010 Lab Supplies TO 7020-401-551460 Refunds
- $28.00 FROM 7020-401-541010 Lab Supplies TO 7020-401-551460 Refunds

**District Health Fund 7029**
- $66.85 FROM 7029-401-531049 Contracts SW TO 7029-401-551013 Travel SW
- **Women, Infants, and Children (WIC) Fund 7027**
  - $10,000.00 FROM 7027-401-511010 Salaries TO 7027-401-551440 Advance Reimbursement

IN THE MATTER OF MILEAGE REIMBURSEMENT RATE
Director of Business Operations Christina Bramlage reminded the Board that at the May 2020 Board meeting, the mileage rate was decreased to $.45 to match the Office of Budget and Management (OBM) rate, as required for the Ohio Department of Health grants. It was moved by Mrs. Watkins and seconded by Mrs. Price to accept the following resolution.

**Resolution 2020-09 – Mileage Reimbursement Rate**
Whereas any travel paid by a grant from Ohio Department of Health must be reimbursed at or below the Office of Budget and Management (OBM) rate;
Whereas the Policy and Procedure Manual states that a change in the U.S. Federal Government’s IRS (Internal Revenue Service) Standard Mileage Rate will be used as a guide as to when the Board will establish a new rate. The new rate may be less, but not more, than the IRS Standard Rate.
Whereas all employees are reimbursed mileage at the same rate;
Whereas at the May board meeting the Board approved lowering the mileage reimbursement rate to match the Office of Budget and Management (OBM) rate;
THEREFORE, BE IT RESOLVED by the Board of Health of the Logan County Health District to allow the mileage reimbursement rate to always match the Office of Budget and Management (OBM) rate. On roll call, the vote was as follows: Dr. Varian-aye, Mrs. Price-aye, and Mrs. Watkins-aye. This Resolution is hereby declared adopted on this 10th day of June in the year 2020.

______________________________  ________________________________
Robert G. Harrison, President          Boyd C. Hoddinott, Secretary

GET VACCINATED OHIO GRANT NOTICE OF AWARD
Director of Business Operations Christina Bramlage presented the Notice of Award for the Get Vaccinated Ohio grant. The grant goes through Sidney-Shelby County Health Department from July 1, 2020, through June 30, 2021, for $25,724.00. The contract has been approved by the Prosecutor. It was moved by Mrs. Price and seconded by Mrs. Watkins to accept the Get Vaccinated Ohio grant for $25,724.00. Roll Call: Dr. Varian-aye, Mrs. Watkins-aye, and Mrs. Price-aye. Motion carried.

CONTACT TRACERS UPDATE
Director of Business Operations Christina Bramlage updated the Board on the hiring of contact tracers. One Contact Tracer Coordinator and two Contact Tracers were hired, pending pre-employment requirements being completed. All three positions will be intermittent employees. Stephanie Moxley will be the Contact Tracer Coordinator and Laurie Monaghan and Kim Hassel will be the Contact Tracers. As long as all three complete the pre-employment requirements, they will start working on June 23, 2020.

TEMPORARY AND INTERMITTENT POLICY UPDATES
Director of Business Operations Christina Bramlage explained that the current policy manual did not have temporary or intermittent employees defined and did not explain the weekend pay rate for temporary or intermittent employees. Mrs. Bramlage presented policy changes to section 1.04 defining an intermittent employee and a temporary appointment and section 4.08 explaining the pay rate for intermittent and/or temporary employees. (See Notes to Minutes) It was moved by Dr. Varian and seconded by Mrs. Watkins to accept the policy changes for intermittent and temporary employee definitions in section 1.04 and pay rates in section 4.08. Roll Call: Mrs. Price-aye, Mrs. Watkins-aye, and Dr. Varian-aye. Motion carried.

IN THE MATTER OF EPIDEMIOLOGICAL SERVICES CONTRACT RENEWAL
Director of Business Operations Christina Bramlage presented a request to renew the contract for epidemiological services provided by Delaware General Health District. The contract includes hours for epidemiological services for Public Health and Public Health Infrastructure. The Health District will receive monthly updates on hours used at a rate of $60 per hour with a maximum of 10 hours per month for a total of $7,200 per year. The contract for the Public Health Emergency Preparedness grant that starts July 1, 2020, has not arrived yet. Once it has arrived, the Logan County Prosecutor will review it. Mrs. Bramlage requested permission to accept the contract as long as it is the same as last year and the Prosecutor has reviewed and approved the contract. It was moved by Mrs. Watkins and seconded by Mrs. Price to accept this contract, as long as it is the same as last year and the Prosecutor has reviewed and approved it. Roll Call: Dr. Varian-aye, Mrs. Price-aye, and Mrs. Watkins-aye. Motion carried.

IN THE MATTER OF NEWBORN BABY VISITS MEMORANDUM OF UNDERSTANDING
Director of Business Operations Christina Bramlage explained that the Mental Health Drug and Alcohol Services Board of Logan and Champaign Counties would like to renew the Memorandum of Understanding (MOU) for the Health District to perform newborn baby visits at the rate of $100/visit up to a maximum of $9,500. The MOU is for July 1, 2020, through June 30, 2021. The Logan County Prosecutor has reviewed and approved this MOU. It was moved by Mrs. Price and seconded by Mrs. Watkins. Roll Call: Dr. Varian-aye, Mrs. Watkins-aye, and Mrs. Price-aye. Motion carried.

IN THE MATTER OF PUBLIC HEALTH AND SAFETY TEAMS MOU
Director of Business Operations Christina Bramlage explained that the Mental Health Drug and Alcohol Services Board of Logan and Champaign Counties would like to establish a Memorandum of Understanding (MOU) for the Health District to support the participation of the Logan County Community for Ongoing Recovery Efforts (C.O.R.E.) Legal Advocacy Committee as the Logan County Public Health and Safety Teams (PHAST) Leadership Team. The Health District will be charged to assist the piloting of the PHAST Toolkit and to share opioid data. The MOU is for June 1, 2020, through December 31, 2020. The Logan County Prosecutor has reviewed and approved
this MOU. Currently, the Health District will be paid $900, but it may increase. It was moved by Mrs. Watkins and seconded by Dr. Varian to accept the MOU with the Mental Health Drug and Alcohol Services Board of Logan and Champaign Counties to participate in the PHAST for the current amount of $900 and any increases that may be awarded. Roll Call: Mrs. Price-aye, Dr. Varian-aye, and Mrs. Watkins-aye. Motion carried.

IN THE MATTER OF MANUFACTURED HOME COMMUNITIES INSPECTION AGREEMENT
Director of Business Operations Christina Bramlage explained that the Ohio Department of Commerce would like to renew the agreement with the Logan County Health District to complete the annual manufactured home community inspections within Logan County. It was moved by Mrs. Price and seconded by Dr. Varian that the Board authorizes the Health Commissioner to enter into the agreement, with compensation per Exhibit C of the contract. Roll Call: Mrs. Watkins-aye, Dr. Varian-aye, and Mrs. Price-aye. Motion carried.

IN THE MATTER OF THE NEXT BOARD MEETING
Director of Business Operations Christina Bramlage asked the Board’s opinion on how they would prefer to meet for the next Board meeting since we are still in the coronavirus pandemic. After much discussion, the Board decided to meet in person. Mrs. Bramlage will find a location for the next meeting that has space to allow for proper social distancing if the Board cannot do so at the Health District. The Board has requested to continue doing their education on-line and submitting their completion to Mrs. Bramlage.

IN THE MATTER OF HEALTH COMMISSIONER COMMENTS
Health Commissioner Dr. Boyd C. Hoddinott expressed his appreciation for the hard work everyone is doing to help the community get through this coronavirus pandemic. He stated that everyone is still going above and beyond what they have to do. Everyone has done a terrific job, and he is impressed with everyone’s cooperation.

IN THE MATTER OF ADJOURNMENT
Confirming the next regular meeting for July 8, 2020, at 1:00 p.m., with the location to be announced, President Harrison adjourned the meeting at 2:50 p.m. without opposition.

Robert G. Harrison, President
Boyd C. Hoddinott, M.D., Secretary