



The Board of the Logan County Health District (LCHD) met in regular session Wednesday, August 12, 2020. Due to the coronavirus pandemic, the Board meeting was hosted in person and by conference call. President Harrison called the meeting to order at 1:03 p.m. followed by the pledge to the flag. Members present on roll call in person were Mr. Harrison and Dr. Varian, via conference call were Mrs. Price and Mrs. Watkins. President Harrison stated that since the meeting is held in person and by conference call, all votes will be conducted by roll call. Administration present at the LCHD were Health Commissioner Dr. Boyd C. Hoddinott, Deputy Health Commissioner Donna Peachey, Director of Environmental Health Timothy M. Smith, Director of Nursing Kelly Reaver, and Director of Business Operations Christina Bramlage. The administration present by conference call was IT Manager Steve Cummings. Guests present by conference call were Robert Grumbling 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 July 8, 2020, regular meeting as e-mailed. Roll Call: Dr. Varian-aye, Mrs. Price-aye, 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 ENVIRONMENTAL HEALTH UPDATE

The Environmental staff continues to address complaints received against local businesses on improper use of or lack of masks and social distancing concerns. A list of businesses with written employee mask exemptions and along with an explanation of the mask requirements and reasons for creating mask exemptions was posted on the website.

IN THE MATTER OF NUISANCE UPDATES

James Burden, 275 Bentz Avenue, Lakeview. No update to report.

Steven (and David) Anderson, 260 Grove Street, Lakeview. No update to report.

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

Carol McColloch, 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.

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 sent out of state has never been accepted or returned.

IN THE MATTER OF VARIANCE REQUESTS

Tom and Carol Schick, 11539 Circle Drive, Blackhawk, Lakeview

Mr. and Mrs. Schick requested a well variance from OAC 3701-28-07 (D), for a proposed house addition that will be only 4 foot 6 inches from the existing well. The original home was built in 1956 and has an “existing nonconformity” with the well only 3 feet from the house. Ten (10) feet is presently required. The structure was begun without a permit because the area is not zoned and the Stokes Township Zoning Officer reportedly told the property owner that no permits would be required for zoning or from Logan County. Contractor Robert Grumbling was present by conference call. Mr. Grumbling explained that another location was identified for a replacement well if needed. It was moved by Dr. Varian and seconded by Mrs. Price to approve the variance request with the condition that the water well must be sampled by the Logan County Health District after construction is done. The variance was granted because the addition will not create a greater spacing violation than already exists between the well and the house. Also, it was noted that there is a location that has been identified for a replacement well if needed in the future, which would only require a variance to a property line. Roll Call: Mrs. Watkins-aye, Mrs. Price-aye, and Dr. Varian-aye. Motion carried.

Henry G. Wagler (father-in-law) for Marvin Graber (son-in-law), 7703 TR 207, DeGraff

Mr. Graber requested a variance from OAC 3701-29-15 (N) (2), 3701-29-15 Appendix A III (A), (C), and (E), for the length of the trench, leaching trench sizing, leaching trench width, and space between trench walls, respectively. It was moved by Dr. Varian and seconded by Mrs. Watkins to approve the variance request due to the reduced amount of gray water produced as a member of the Old Order Amish community. It utilizes a previously permitted subsurface sand filter (SSF) to create a gray water recycling system. The outlet tile is cut off and a custom distribution box is added to the receiving end of the SSF. Should any pollution problem arise in the future, the Sewage O&M Program would detect it during regular inspections. Roll Call: Mrs. Price-aye, Mrs. Watkins-aye, and Dr. Varian-aye. Motion carried.

PUBLIC SWIMMING POOLS

Four Seasons Pool, 11047 SR 366, Lakeview (third notice)

Indian Hallow Campground Pool, 10601 SR 235 N, Lakeview (fifth notice)

Four Seasons Pool and Indian Hallow Campground Pool are both in violation of OAC 3701-31-04 (E) (2) “Safety equipment is visible and accessible” for not having a telephone for contacting 911. It was moved by Mrs. Watkins and seconded by Dr. Varian that the Board of Health issue an order to each pool operator to provide an emergency telephone accessible to the public and capable of dialing 911 within seven (7) days of receipt of the order or the public swimming pool licenses will be suspended immediately. Roll Call: Mrs. Price-aye, Mrs. Watkins-aye, and Dr. Varian-aye. Motion carried.

WATER POLLUTION CONTROL LOAN FUND

Richard F. Marker, 2666 TR 31 N, Bellefontaine

Mr. Marker qualifies for a grant payment of 85% from the Water Pollution Control Loan Fund through the Ohio EPA for the cost of a replacement system for a failed home sewage system. The system design requires a 1,500-gallon septic tank and 400 square feet of shallow leaching trenches containing three-foot-wide chambers. Unfortunately, no bids were received. A request for bids will be re-sent.

OPERATION AND MAINTENANCE (O&M) PROGRAM UPDATE

A table was provided of the updated township results for the Sewage O&M Program through August 12, 2020, which shows Liberty Township with an 83.6% compliance rate. The second letter containing the required 25% late fee for those property owners who had not yet participated in the program was mailed on August 3, 2020. The next township to receive O&M applications will be McArthur Township.

IN THE MATTER OF BOARD EDUCATION

The DVD segment *Board Basics: Board of Health Responsibilities- Part 2*, 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 up compared to last year, and 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 program and the Narcan training program both continue but at a slower pace due to COVID-19. 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. The three new contact tracers were introduced to the Board: Kim Hassel, Laura Monaghan, and Stephanie Moxley. (See Notes to Minutes for Stats)

IN THE MATTER OF EMPLOYEE OF THE MONTH

Deputy Health Commissioner Donna Peachey explained to the Board members that Kate Brentlinger was nominated as August's employee of the month. Mrs. Brentlinger was recognized for going beyond position expectations to apply for the Child Safety Grant, received one of seven awards across the state, and implemented the new program. She has also worked diligently on the Get Vaccinated grant while continuing to work on the coronavirus response and strike team.

IN THE MATTER OF MONTHLY BILLS

Noting that vouchers for recurring and time-sensitive bills were submitted to the county auditor on August 13, 20, 27, 30, and September 3, 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 for Board members joining by conference call. Roll Call: Dr. Varian-aye, Mrs. Watkins-aye, and 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 June. She noted that funding was received in the Federal grants of \$21,473.34 to Public Health Infrastructure, \$19,006.25 to Women, Infants, and Children (WIC), \$900.00 to Get Vaccinated Ohio, and \$5,232.10 to Coronavirus Response. The District Health Fund received an OCTF payment of \$3,438.85 on the grant income line, \$20,000.00 from SWMD for landfill monitoring, \$9,080 from CMH, \$1,234.57 for vaccines administered, and \$1,548.66 from state subsidies. Mrs. Bramlage explained that the expenditures were routine in personnel and fringes, travel, and supplies. She also noted that the Auditor's Office paid an expense that should have been paid out of the Water Wells Fund for \$180.00 but was accidentally paid out of the Food Safety Fund. The July reports will show the correction for the error. It was moved by Dr. Varian and seconded by Mrs. Watkins that the Board authorizes President Harrison to approve review of the reports. Roll Call: Mrs. Price-aye, Mrs. Watkins-aye, and Dr. Varian-aye. Motion carried.

IN THE MATTER OF ROUTINE BOOKKEEPING

There were no bookkeeping matters to discuss.

IN THE MATTER OF WIC FY2021 NOTICE OF AWARD

Director of Business Operations Christina Bramlage presented the notice of award for the WIC FY2021 grant of \$205,740.00. The FY2021 grant runs from October 1, 2020, to September 30, 2021. It was moved by Mrs. Watkins and seconded by Mrs. Price to accept the FY2021 WIC grant for \$205,740.00 Roll Call: Dr. Varian-aye, Mrs. Price-aye, and Mrs. Watkins-aye. Motion carried.

IN THE MATTER OF COVID-19 CONTACT TRACING GRANT INCREASE

Director of Business Operations Christina Bramlage explained that the LCHD was given an additional \$105,122.00 in the COVID-19 Contact Tracing grant #04610012CT0120. The new total for the COVID-19 Contact Tracing grant is now \$153,882.00. The grant period is still from May 1, 2020, to December 30, 2020. It was moved by Mrs. Price and seconded by Dr. Varian to accept the COVID-19 Contact Tracing additional funding for a total of \$153,882.00. Roll Call: Mrs. Watkins-aye, Dr. Varian-aye, and Mrs. Price-aye. Motion carried.

IN THE MATTER OF BAILEY MCGILL'S POSITION CHANGE

Director of Business Operations Christina Bramlage explained that Bailey McGill was promoted to the position of Public Health Emergency Preparedness and Public Information Coordinator. Ms. McGill will switch to her new position on Monday, September 7, 2020. It was moved by Dr. Varian and seconded by Mrs. Price to accept the promotion of Ms. Bailey to PHEP/PIO Coordinator effective September 7, 2020. Roll Call: Mrs. Watkins-aye, Mrs. Price-aye, and Dr. Varian-aye. Motion carried.

IN THE MATTER OF ENVIRONMENTAL CLERICAL SPECIALIST/ DEPUTY REGISTRAR

Director of Business Operations Christina Bramlage explained that with Ms. McGill's promotion, the position of Environmental Clerical Specialist/ Deputy Registrar needs to be filled. The position is set to start on August 24, 2020. Pending pre-employment requirements, Sonya Eaton has been selected to fill the open position. It was moved by Mrs. Watkins and seconded by Mrs. Price that the Board accept Sonya Eaton to fill the Environmental Clerical Specialist/ Deputy Registrar position, effective August 24, 2020, pending satisfactory completion of pre-employment requirements. Roll Call: Dr. Varian-aye, Mrs. Price-aye, and Mrs. Watkins-aye. Motion carried.

IN THE MATTER OF COMPLETION OF PROBATION/PERMANENT HIRE – ARIE PEQUIGNOT

Following a review of the six (6) month performance evaluation of Arie Pequignot by his supervisor, Director of Environmental Health Timothy M. Smith, it was moved by Mrs. Price and seconded by Dr. Varian that the Board recognize completion of Mr. Pequignot's probationary period and confirm the permanent hire as Environmental Technician. Roll Call: Mrs. Watkins-aye, Dr. Varian-aye, and Mrs. Price-aye. Motion carried.

IN THE MATTER OF OUTREACH SPECIALIST POSITION

It was moved by Dr. Varian and seconded by Mrs. Watkins to accept the new position of Outreach Specialist that will be a temporary full-time position from September through December paid at pay grade 20 from the Narcan grant. Roll Call: Mrs. Price-aye, Mrs. Watkins-aye, and Dr. Varian-aye. Motion carried.

IN THE MATTER OF CONTACT TRACER

It was moved by Mrs. Price and seconded by Dr. Varian to hire a fourth contact tracer due to the workload in the call center and the increased funding for COVID-19 Contact Tracing from the Ohio Department of Health. Roll Call: Mrs. Watkins-aye, Dr. Varian-aye, and Mrs. Price-aye. Motion carried.

IN THE MATTER OF RETURNING DISTRICT HEALTH CASH ADVANCES

It was moved by Mrs. Watkins and seconded by Dr. Varian to return District Health funds that had been given as a cash advancement of \$20,000.00 to the PHI Fund on April 28, 2020, \$10,000 to the Coronavirus Response Fund on April 28, 2020, and \$10,000.00 to the COVID-19 Contact Tracing Fund on June 30, 2020. Roll Call: Mrs. Price-aye, Dr. Varian-aye, and Mrs. Watkins-aye. Motion carried.

IN THE MATTER OF REFUNDS

Director of Business Operations Christina Bramlage explained that the refund policy from May 8, 2019, of keeping 30% for covering administration costs does not cover all expenses on permits. The State remittance fee is already submitted to State before a refund request is received. Therefore, the refund policy needs to include keeping the State remittance fee.

REFUND RESOLUTION 2020-10

Whereas at the May 2019 Board meeting, the Board established an option of a refund minus a 30% administration fee, unless the staff has completed the work.

Whereas the LCHD is still obligated to submit State fees on any license issued.

BE IT RESOLVED by the Board of Health of the Logan County Health District to allow a refund minus a 30% administration fee and minus the State remittance fee, when applicable.

It was moved by Mrs. Price and seconded by Dr. Varian to adopt this resolution. Roll Call: Mrs. Watkins-aye, Dr. Varian-aye, and Mrs. Price-aye. Motion carried.

This Resolution is hereby declared adopted on this 12th day of August in the year 2020.

IN THE MATTER OF CORONAVIRUS RESPONSE SUPPLEMENTAL NOTICE OF AWARD

Director of Business Operations Christina Bramlage presented the notice of award for the Coronavirus Response Supplemental grant in the amount of \$38,515.00. The FY2021 grant runs from March 1, 2020, to December 30, 2020 (grant # 04610012CO0121). It was moved by Mrs. Price and seconded by Dr. Varian to accept the FY2021 Coronavirus Response Supplemental grant for \$38,515.00 Roll Call: Mrs. Watkins-aye, Dr. Varian-aye, and Mrs. Price-aye. Motion carried.

IN THE MATTER OF 2021 OPERATING BUDGET

The Director of Business Operations and the Deputy Health Commissioner reviewed the proposed 2021 final budget, outlining the changes from the anticipated budget approved in April. Revenue projections include \$700,000.00 in inside millage as asked for from the Logan County Budget Commission, and assumes federal grant awards for the Women, Infants and Children and Public Health Emergency Preparedness programs, and Water Pollution Control Loan Fund grant reimbursement of \$150,000.00. Updated environmental fees are included, as well as a 2% cost of living adjustment in January for all permanent employees. Expenditures reflect workers compensation rates as determined by the Board of Logan County Commissioners, as well as employer share of health insurance premiums. Mrs. Bramlage stated that five retirement payouts of accumulated but unused vacation and maximum sick leave are included in the calculation. She noted that the budget is not very close to being balanced with the current coronavirus pandemic. It was moved by Dr. Varian and seconded by Mrs. Watkins that the Board approve the 2021 operating budget for \$2,115,058.00, and authorize Mrs. Bramlage to make the required appropriations request of the County Auditor. Roll Call: Mrs. Price-aye, Mrs. Watkins-aye, and Dr. Varian-aye. Motion carried.

IN THE MATTER OF HEALTH COMMISSIONER COMMENTS

Health Commissioner Dr. Boyd C. Hoddinott expressed his appreciation for the hard work everyone is still doing to help the community get through this coronavirus pandemic. He expressed that the pandemic has created a lot of stress for all of the staff. Dr. Hoddinott stated that the Health District is letting the facts lead the guidance that he is following for the county. He reviewed the guidance that he has recently given to the local schools. (See Notes to Minutes) The best advice that everyone can follow is to wear a mask, stay home when sick, and ensure that you have good air exchange wherever you are.

IN THE MATTER OF ADJOURNMENT

Confirming the next regular meeting with a public hearing for Dr. Hoddinott's request for rehire after retirement for September 9, 2020, at 1:00 p.m. at the Logan County Health District, President Harrison adjourned the meeting at 3:22 p.m. without opposition.

Robert G. Harrison, President

Boyd C. Hoddinott, M.D., Secretary