



The Board of the Logan County Health District (LCHD) met in regular session Wednesday, September 9, 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 1:02 p.m. followed by the pledge to the flag. Members present on roll call in person were Mr. Harrison, Mrs. Watkins, and Dr. Varian, via conference call were Mrs. Price and Mrs. Collins. 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 Helen Norris, David Watkins, and reporter Mandy Loehr of the *Bellefontaine Examiner*.

IN THE MATTER OF PUBLIC HEARING/ REHIRE HEALTH COMMISSIONER AFTER RETIRE

Board President Bob Harrison explained that Health Commissioner Dr. Boyd C. Hoddinott's retirement is effective September 30, 2020, and Dr. Hoddinott has requested to be rehired as Health Commissioner. Mr. Harrison read a letter of support from former Nursing Director Cindy Irick. Former Board Member David Watkins gave a detailed explanation of the experiences that he had with Dr. Hoddinott as Health Commissioner. Mr. Watkins stated that Dr. Hoddinott is dedicated, energetic, informative with others, kind and compassionate, able to see both sides of a situation, a very bright, hard worker, and an overall outstanding Health Commissioner. Dr. Varian and Mr. Harrison stated that they are very pleased that Dr. Hoddinott wants to continue as Health Commissioner. Logan County Health District administrative staff expressed their appreciation of Dr. Hoddinott's forward-thinking, compassion with staff, and always being available to provide guidance. It was moved by Mrs. Watkins and seconded by Mrs. Collins to enter into a contract for the re-hire of Dr. Boyd C. Hoddinott as Health Commissioner effective October 1, 2020, to March 31, 2021, at the continued previous contract salary of \$47,500.00 per year (approximately \$3,958.33 per month). Roll Call: Mrs. Price-aye, Dr. Varian-aye, Mrs. Collins-aye, Mrs. Watkins-aye, and Mr. Harrison-aye. Motion carried.

IN THE MATTER OF PUBLIC FORUM

No one was present for the public forum portion of the meeting.

IN THE MATTER OF MINUTES

It was moved by Mrs. Price and seconded by Mrs. Collins that the Board approve the minutes of the August 12, 2020, regular meeting as e-mailed. Roll Call: Dr. Varian-aye, Mrs. Watkins-aye, Mrs. Collins, and Price Price-aye. Motion carried.

IN THE MATTER OF ENVIRONMENTAL HEALTH UPDATE

The Environmental staff along with Health Commissioner Hoddinott have been very active in addressing concerns and plans for the reopening of schools. Environmental Technician Arie Pequignot has taken the lead for the division in sampling CO2 levels which are an indicator of indoor air quality regarding the introduction of outside air and providing adequate air changes per hour (ACH) in the schools and businesses, both before and after occupancy.

IN THE MATTER OF NUISANCE UPDATES FROM THE LAST BOARD MEETING

Note: David Helman, 322 Lawrence Street, Bellefontaine, site of World Wide Tractor Parts, has passed away.

IN THE MATTER OF SWIMMING POOLS UPDATE

Four Seasons Pool, 11047 SR 366, Lakeview

Indian Hollow Campground Pool, 10601 SR 235 N, Lakeview

Both Four Seasons Pool and Indian Hollow Campground Pool are now in compliance with OAC 3701-31-04 (E) (2) "Safety equipment is visible and accessible" by having obtained telephones for contacting 911. No further action is required.

IN THE MATTER OF VARIANCE REQUESTS***Philip Ross, 1753 CR 12, Bellefontaine***

Mr. Ross requests a sewage 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 as designed must cross and therefore will be within ten (10) feet of a parcel line that splits two lots that are both owned by Mr. Ross which also lie in two different Townships. It was moved by Dr. Varian and seconded by Mrs. Watkins that the Board grant the variance because Logan County and the Townships of Perry (dwelling) and Jefferson (sewage system) will not allow the combining of the lots since it would result in the loss of taxes to one of the Townships and create hardship to the property owner in the loss of his use of the property. It is also stipulated that whenever the property is sold, the house and sewage system (including replacement area) must remain together unless being provided with a sanitary sewer. Mrs. Price-aye, Mrs. Collins-aye, Mrs. Watkins-aye, and Dr. Varian-aye. Motion carried.

Terry J. Bolton, 2325 Kiowa Ct., Piqua, owns property at 8835 SR 273 W, Belle Center

Mr. Bolton requests a well variance to OAC 3701-28-07 (H) for a replacement well to be drilled on the edge of a private driveway or parking area when five (5) feet are required. It was moved by Mrs. Watkins and seconded by Mrs. Collins to grant the variance to replace the old well that was part of the house since this is the best location as chosen by the well driller, as long as vehicular protection is provided for the well to avoid damage. Mrs. Price-aye, Dr. Varian-aye, Mrs. Collins-aye, and Mrs. Watkins-aye. Motion carried.

Joseph "Tim" Spare, 10636 Seminole Shores Dr., Huntsville

Mr. Spare requests a well variance through his agent John P. Case to OAC 3701-28-07 (D) to construct a larger house with a foundation that will be only 9 feet 7 inches from an existing well. The lot narrows behind the house as it gets closer to Indian Lake which prevents the house footprint from being moved farther from the well due to the rear setbacks. Ironically, a new well on a new building lot or a replacement well for an existing building could be only 9 feet apart according to the ten percent allowance of OAC 3701-28-07 (K) (3) and (4). It was moved by Dr. Varian and seconded by Mrs. Price to grant the variance because the 5 inches the well is lacking in distance to the new home is not believed to create a significant increase in concern for the sanitary quality of the well or the aquifer. Mrs. Watkins-aye, Mrs. Collins-aye, Mrs. Price-aye, and Dr. Varian-aye. Motion carried.

Butch and Sue Smith, 10861 CR 286, Buckeye Drive, Huntsville

Mr. and Mrs. Smith asked the Board of Health to review again their previously tabled request for a well variance through his agent Jared Thompson, to OAC 3701-28-07 (H) and (J) (1) to construct a garage that will be only 6 feet from a lot line (10 feet required) and beside a private parking area (5 feet required). The footprint of the garage has been revised from his earlier proposal and the well relocated to the opposite side of the property away from the sewer line. It was moved by Mrs. Watkins and seconded by Dr. Varian to grant the variance because the 4 feet the well is lacking in distance to the property line and 5 feet to the parking area in front of the golf cart portion of the garage is not believed to create a significant increase in concern for the sanitary quality of the well or the aquifer. It was also stipulated that vehicular protection must be provided for the well to avoid damage. Mrs. Price-aye, Mrs. Collins-aye, Dr. Varian-aye, and Mrs. Watkins-aye. Motion carried.

IN THE MATTER OF 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. Mr. Harrison read the only bid received:

Bobcat Multi-Works, LLC \$11,450.00

It was moved by Mrs. Watkins and seconded by Dr. Varian to accept Bobcat Multi-works, LLC bid of \$11,450.00 since it was the lowest and best bid received. Roll Call: Mrs. Price-aye, Mrs. Collins-aye, Dr. Varian-aye, and Mrs. Watkins-aye. Motion carried.

Bivian Trevino, 157 TR 199, Bellefontaine

Ms. Trevino qualifies for a grant payment of 100% 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 2,000-gallon septic tank and 450 square feet of shallow leaching trenches containing three-foot-wide chambers. Mr. Harrison read the only bid received:

Bobcat Multi-Works, LLC \$12,445.00

It was moved by Mrs. Watkins and seconded by Dr. Varian to accept Bobcat Multi-works, LLC bid of \$12,445.00 since it was the lowest and best bid received. Roll Call: Mrs. Price-aye, Mrs. Collins-aye, Dr. Varian-aye, and Mrs. Watkins-aye. Motion carried.

IN THE MATTER OF OPERATION AND MAINTENANCE (O&M) PROGRAM UPDATE

A table was provided of the updated township results for the Sewage O&M Program. Those property owners with proof of having received their final O&M notices were forwarded to the Logan County Auditor's office to have their unpaid O&M fees applied to their property taxes. The third notices are being prepared for Liberty Township. McArthur Township will receive the next round of O&M applications which will be mailed after the Labor Day holiday.

IN THE MATTER OF PROPOSED RESOLUTION 2020-1X EMERGENCY AMENDED OR BY REGULAR THREE READING RULE

Due to the financial loss being incurred by the Environmental Health Food Program from the nonrenewal of the Health District levy, the Logan County Board of Health is asked to consider rescinding its earlier allowance of the Ohio Department of Health's optional 50% fee reduction for noncommercial food license fees for both the risk level and temporary food licenses. Mr. Smith was asked to make the proposals and send them to Board members before the October Board meeting.

IN THE MATTER OF BOARD EDUCATION

The DVD segment *Ethical Decision Making in Local Health Departments*, featuring Matt Stefanak, Public Health Emergency Preparedness Liaison, 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. (See Notes to Minutes for Stats) Mrs. Watkins commented that she had recently received phone calls from the call center staff. She stated that every person she spoke to was professional and helpful. She was grateful for the information that she received from the call center. Board President Mr. Harrison expressed his appreciation for all of the work that the staff has been doing.

IN THE MATTER OF EMPLOYEE OF THE MONTH

Deputy Health Commissioner Donna Peachey explained to the Board members that Kelli Parr was nominated as September's employee of the month. Mrs. Parr was recognized for juggling grant duties while working overtime to assist in the coordination of the COVID-19 call center. She continues with positivity and shines in the midst of change.

IN THE MATTER OF ACCREDITATION UPDATES

Deputy Health Commissioner Donna Peachey explained that the Health District submitted the annual report to the Public Health Accreditation Board (PHAB). The annual report updates PHAB on the progress that the Health District has made during the past 12 months on programs and reports since the on-site review. After PHAB has reviewed the annual report, they will respond with ideas and suggestions for improvements. The next steps will be to complete the Community Health Assessment (CHA) and the Community Health Improvement Plan (CHIP) with our community partners. We must follow the Ohio Department of Health's (ODH) guidance on what topics to gather information from our local community.

IN THE MATTER OF COLUMBUS DAY HOLIDAY

Deputy Health Commissioner Donna Peachey explained that the Health District is typically closed to the public on Columbus Day but is usually used as a training day for staff. Mrs. Peachey stated that the administration is concerned about the welfare of employees who have been working long hours and recognize the additional stress related to COVID-19. It was moved by Mrs. Watkins and seconded by Mrs. Collins to thank and reward staff by

giving full-time and part-time staff who qualify Columbus Day off this year as a paid holiday, per the personnel policy manual guidelines. Mrs. Price-aye, Dr. Varian-aye, Mrs. Collins-aye, and Mrs. Watkins-aye. Motion carried.

IN THE MATTER OF MONTHLY BILLS

Noting that vouchers for recurring and time-sensitive bills were submitted to the county auditor on August 14, 21, 28, and September 4, it was moved by Dr. Varian 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. Mrs. Price-aye, Mrs. Collins-aye, Mrs. Watkins-aye, and Dr. Varian-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 July. She noted that funding was received in the Federal grants of \$16,511.46 to Women, Infants, and Children (WIC), \$2,977.00 to Get Vaccinated Ohio, \$18,440.89 to Coronavirus Response, and \$115,411.50 to Contact Tracing COVID-19. The Sewage Treatment fund received \$13,403.00 for the WPCL fund. The District Health Fund received \$860.07 for vaccines administered. Mrs. Bramlage explained that \$13,101.00 was spent in the Sewage Treatment fund Contract line for work that was completed for a homeowner through the Water Pollution Control Loan (WPCL) grant, \$6,056.56 was spent in the Public Health Infrastructure grant Equipment line for two vaccine medical-grade refrigerators, and \$6,631.06 was spent in the District Health Equipment line for 3 computers and \$1,000 towards the two vaccine medical-grade refrigerators. Mrs. Bramlage explained that the other expenditures were routine in personnel and fringes, travel, and supplies. She also noted that the Auditor's Office error in June of paying 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 was corrected in the July reports. It was moved by Mrs. Price and seconded by Dr. Varian that the Board authorizes President Harrison to approve review of the reports. Roll Call: Mrs. Watkins-aye, Mrs. Collins-aye, Dr. Varian-aye, and Mrs. Price-aye. Motion carried.

IN THE MATTER OF ROUTINE BOOKKEEPING

It was moved by Mrs. Watkins and seconded by Mrs. Collins 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 August. Mrs. Price-aye, Dr. Varian-aye, Mrs. Collins-aye, and Mrs. Watkins-aye. Motion carried.

Public Health Infrastructure Fund 7025

- \$6,411.73 FROM 7025-401-511010 Salaried – Employee(s)
TO 7025-401-552370 Equipment

Public Health Infrastructure Fund 7025

- \$744.27 FROM 7025-401-521010 OPERS
- \$74.90 FROM 7025-401-521030 Medicare
 - \$819.17 TO 7025-401-552370 Other Expenses

Public Health Infrastructure Fund 7025

- \$600.00 FROM 7025-401-541010 Supplies
TO 7025-401-531047 Contracts

IN THE MATTER OF HIRING TWO CONTACT TRACERS

Director of Business Operations Christina Bramlage explained that two more contact tracers were needed to help the call center. Sandy Beck and Michael Graham were hired to fill the two intermittent and grant-funded positions (grade 23, step 1). Sandy Beck started on August 31, 2020, and Michael Graham started on September 8, 2020. It was moved by Dr. Varian and seconded by Mrs. Watkins that the Board accepts both Sandy Beck and Michael Graham as the newest two contact tracers. Mrs. Price-aye, Mrs. Collins-aye, Mrs. Watkins-aye, and Dr. Varian-aye. Motion carried.

IN THE MATTER OF HIRING AN OUTREACH SPECIALIST

Director of Business Operations Christina Bramlage explained that one outreach specialist was needed to help with the Naloxone grant. Kelli Parr was originally hired to manage the Naloxone grant, but she is needed in the call center. Sara Weeks was hired to assist Mrs. Parr with the grant deliverables starting on September 8, 2020. This position is full-time temporary and expected to end January 5, 2021 (pay grade 20, step 2). If this position needs to be extended past January 5, 2021, the position change request will be brought before the Board. It was moved by Dr.

Varian and seconded by Mrs. Watkins that the Board accepts Sara Weeks as the Outreach Specialist. Mrs. Price-aye, Mrs. Collins-aye, Mrs. Watkins-aye, and Dr. Varian-aye. Motion carried.

IN THE MATTER OF CONTACT TRACER RESIGNATION

It was moved by Mrs. Watkins and seconded by Mrs. Price to accept the resignation of Contact Tracer Stephanie Moxley effective September 4, 2020. Dr. Varian-aye, Mrs. Collins-aye, Mrs. Price-aye, and Mrs. Watkins-aye. Motion carried.

IN THE MATTER OF NUTRITIONAL SERVICES CONTRACT RENEWAL FOR THE WIC PROGRAM

Director of Business Operations Christina Bramlage presented the agreement to the Board for Wendy Miller to provide required nutritional services for the WIC grant for the period of October 1, 2020, to September 30, 2021, not to exceed five (5) hours per month, at the rate of \$40.00 per hour. It was moved by Mrs. Watkins and seconded by Dr. Varian to accept this contract. Mrs. Price-aye, Mrs. Collins-aye, Dr. Varian-aye, and Mrs. Watkins-aye. Motion carried.

IN THE MATTER OF WIC ACCUMULATED BENEFITS FUND

It was moved by Mrs. Collins and seconded by Mrs. Price to allow WIC to transfer unused sick and vacation time benefits into the WIC Accumulated Benefits Fund for \$5,058.91. Mrs. Watkins-aye, Dr. Varian-aye, Mrs. Price-aye, and Mrs. Collins-aye. Motion carried.

IN THE MATTER OF CONTRACT RENEWALS– JANITORIAL SERVICES

It was moved by Mrs. Watkins and seconded by Dr. Varian that the Board renews the contract for janitorial services with Marcella Burroughs, not to exceed two cleanings per week at the rate of \$80.00 each for the period October 1, 2020, through September 30, 2021. Mrs. Price-aye, Mrs. Collins-aye, Dr. Varian-aye, and Mrs. Watkins-aye. Motion carried.

IN THE MATTER OF LABORATORY SUPERVISOR RESIGNATION

It was moved by Dr. Varian and seconded by Mrs. Watkins to accept the resignation of Laboratory Supervisor Lisa Engle effective September 19, 2020. Mrs. Collins-aye, Mrs. Price-aye, Mrs. Watkins-aye, and Dr. Varian-aye. Motion carried.

IN THE MATTER OF UNPAID LEAVE – ASHLEY KUNKEL

Director of Business Operations Christina Bramlage explained that Ashley Kunkel will be off soon for maternity leave. Mrs. Kunkel will not have enough time on the books to be paid the entire maternity leave; therefore, the Board is asked to approval unpaid leave time for Mrs. Kunkel’s maternity leave. It was moved by Mrs. Watkins and seconded by Dr. Varian to approve Mrs. Kunkel’s unpaid maternity leave. Mrs. Price-aye, Mrs. Collins-aye, Dr. Varian-aye, and Mrs. Watkins-aye. Motion carried.

IN THE MATTER OF HEALTH COMMISSIONER COMMENTS

Health Commissioner Dr. Boyd C. Hoddinott expressed his appreciation for any input on how to handle the current comments, questions, complaints, and concerns that the community is currently expressing with the Health District. Many calls and e-mails are received daily from the public. The Board advised to continuing handling the situations as currently doing. The Board understands that not all calls and e-mails can receive a response. The Health District should educate the public when we can, and let complaints be documented. The Health District is working to provide the best guidance possible by letting science lead the directions taken during the current COVID-19 pandemic.

IN THE MATTER OF ADJOURNMENT

Confirming the next regular meeting for October 14, 2020, at 1:00 p.m. at the Logan County Health District, President Harrison adjourned the meeting at 3:14 p.m. without opposition.

Robert G. Harrison, President

Boyd C. Hoddinott, M.D., Secretary