



May 8, 2019  
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The Board of the Logan County Health District met in regular session on Wednesday, May 8, 2019. 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, Dr. Varian, Mrs. Watkins, and Mrs. Collins. Staff members present were Health Commissioner Dr. Boyd C. Hoddinott, Deputy Health Commissioner Donna Peachey, Environmental Health Director Timothy M. Smith, Director of Nursing Kelly Reaver, and Director of Business Operations Christina Bramlage. Guests included Robin Reames, Roger Brown, Jennifer and Dennis McBrien, and Andrew Blount, along with reporter Mandy Loehr of the *Bellefontaine Examiner*.

**IN THE MATTER OF EXECUTIVE DIRECTOR OF THE OHIO ASSOCIATION OF BOARDS OF HEALTH**

Board President Mr. Harrison introduced the newly appointed Executive Director of the Ohio Association of Boards of Health, Mr. Andrew Blount. Mr. Blount came to observe and learn more about Public Health as he starts his new position.

**IN THE MATTER OF MINUTES**

It was moved by Dr. Varian and seconded by Mrs. Collins that the Board approve the minutes of the April 3, 2019, meeting as e-mailed. Ayes: Mrs. Watkins, Mrs. Collins, Dr. Varian. 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 5, 12, 19, 26, and May 3, it was moved by Mrs. Collins and seconded by Mrs. Watkins that the Board approve the monthly bill vouchers and order the bills paid. Ayes: Dr. Varian, Mrs. Watkins, Mrs. Collins. Nays: none. Motion carried.

**IN THE MATTER OF BOARD EDUCATION**

The DVD *Ten Essential Public Health Services* was viewed, featuring Susan Tilgner, MS, RD, LD, RS, Executive Director of Ohio Public Health Partnership. Topics included research; monitor health; diagnose and investigate; inform, educate, and empower; mobilize community partnerships; develop policies; enforce laws; link to/provide care; assure competent workforce; and evaluate. Those ten essentials fall into three categories: assessment, policy development, and assurance. Public Health Accreditation Board (PHAB) domains and standards were organized from the ten essential services. Health Commissioner Dr. Boyd C. Hoddinott commented that since the Health District is already accredited, it shows that work being performed aligns with the ten essential services.

**IN THE MATTER OF PUBLIC FORUM**

Mayor for Village of Russells Point, Ms. Robin Reames, and Mr. Roger Brown, Zoning and Coding Official for Village of Russells Point, presented information regarding a structure located at 533 Grand Avenue, Russells Point. Ms. Reames distributed a letter documenting the investigations, notices, discussions, and observations that were conducted over the past seventeen years in regards to correcting the zoning and code regulations at this property. The structure is now unfit for human occupancy and has been uninhabited for several months. Environmental Health Director Timothy M. Smith stated that he would need to send his staff to investigate the property. If the property is found to be in the same shape as described by Mrs. Reames and Mr. Brown, then the Health District would be able to use the documentation from the Village of Russells Point to assist the board in making a decision at the next Board of Health Meeting.

**IN THE MATTER OF ENVIRONMENTAL HEALTH UPDATES**

Environmental Health Director Timothy M. Smith updated the Board that Sanitarian-in-Training, Alexis Zaborniak, has attained Certified Pool & Spa Operator status and completed the Ohio Environmental Health Association Sanitarian-in-Training class.

**IN THE MATTER OF ENVIRONMENTAL HEALTH NUISANCE UPDATES**

*Gilbert C. Myers II, 313 Linden St., Bellefontaine*

Mr. Myers II owns an open, vacant house and garage at 124 S. Sandusky St., Rushsylvania, with the house containing animal feces and odor, a tub that drains into the basement, broken waterlines in the bathroom, broken out windows

and other exterior openings. Registered Sanitarian Matthew Stonerock reported the structure was scheduled for demolition around April 14, 2019. Salvageable fixtures have been removed but Mr. Myer's contractor has not yet razed the structures.

***Roger J. and Becky D. Kendall, 308 Pickrelltown Road, West Liberty***

Mr. and Mrs. Kendall own property at 9058 TR 166, West Liberty, that contained old tires, a metal frame, trash, multiple animal cages, a burn pile and a truck topper. Alexis Zaborniak, SIT, reports the nuisance is now abated.

***Carol McColloch, 13999 Oakwood Drive, Lakeview***

Ms. McColloch has on her property garbage and solid wastes piled up in the backyard. Alexis Zaborniak, SIT, issued a Sanitarian's Order on January 10, 2019. On February 28 and March 30, 2019, Sanitarian Zaborniak conducted follow up inspections and observed insufficient compliance. A Board order was issued and final inspection occurred on May 6, 2019. A full dumpster was viewed but more solid wastes remain. Will instruct sanitarian to initiate action to Municipal Court.

***Gilbert C. Myers II, 313 Linden St., Bellefontaine***

Mr. Gilbert Myers II owns a property that contains scrap tires, appliances, miscellaneous solid waste, and a dismantled camper frame. Registered Sanitarian Matthew Stonerock issued a Sanitarian's Order on April 2, 2019. A follow up inspection on May 2, 2019, revealed insufficient compliance. A follow up inspection today on May 8, 2019 showed that everything was abated.

**IN THE MATTER OF NUISANCES**

***John Aiken, 11008 Walnut St., Lakeview***

Mr. Aiken has on his property miscellaneous solid wastes and items collecting water creating possible mosquito harborages. David Miller, SIT, issued a Sanitarian's Order on March 20, 2019, with a follow up inspection planned for April 2, 2019. On April 1, 2019, Environmental Health Director Timothy M. Smith had a telephone conversation with Mr. Aiken where he declared he only had firewood that was being cited. On April 4, 2019, Sanitarian Miller and Director Smith observed solid wastes mixed with wood and plant debris, an accumulation of dog feces, loose and bagged solid waste in an open trailer, an open bucket and a lidded, plastic cooler holding rainwater, a deer skeleton hung on a tree, and at least six (6) scrap tires. Director Smith wrote a letter on April 18, 2019, stating what was observed with a compliance date of April 29, 2019. Sanitarian Miller conducted a follow up inspection on April 30, 2019, and observed conditions had worsened. It was moved by Dr. Varian and seconded by Mrs. Collins that the conditions constitute a public health nuisance and issue an order to correct the violation by covering all items that could collect rainwater and removing all solid wastes and scrap tires to a licensed disposal facility within seven (7) days of receipt of the order. Ayes: Mrs. Watkins, Mrs. Collins, Dr. Varian. Nays: none. Motion carried.

***Greg Beach, 11055 Kickapoo Path, Chippewa Park, Lakeview***

Mr. Beach owns a property that has rotted furniture, piles of debris, trash and an inoperative automobile. A water well was also observed in the driveway with its cap flush with the gravel and evidence of having been run over and subject to leaking oil. David Miller, SIT, issued a Sanitarian's Order on April 12, 2019. A follow up inspection on April 30, 2019, revealed insufficient compliance. It was moved by Mrs. Watkins and seconded by Mrs. Collins to declare that the conditions constitute a public health nuisance and issue an order to correct the violations by 1) removing the solid wastes to a licensed disposal facility and, 2) obtaining a well alteration permit and, 3) extending the well casing height to at least 12 inches above the driveway surface by a state-licensed private water system contractor after, 4) receiving verification from same that the well is undamaged and then, 5) protecting the well from vehicular traffic within seven (7) days of receipt of the order. After discussion over the feasibility of Mr. Beach being able to accomplish all tasks being required, the motion was withdrawn. Mrs. Watkins made a new motion and was seconded by Mrs. Collins to declare that the conditions constitute a public health nuisance and issue an order to correct the violations by 1) removing the solid wastes to a licensed disposal facility and, 2) obtaining a well alteration permit within seven (7) days of receipt of the order. Then, extending the well casing height to at least 12 inches above the driveway surface by a state-licensed private water system contractor after, 4) receiving verification from same that the well is undamaged and then, 5) protecting the well from vehicular traffic within 30 days after receipt of the order. Ayes: Dr. Varian, Mrs. Collins, Mrs. Watkins. Nays: none. Motion carried.

***Elizabeth Clary, 10977 Elm Street, Lakeview, owns a property at 10975 Elm Street, Lakeview***

Ms. Clary's property contains decaying wooden cabinets, piles of debris, trash and nonworking appliances. David Miller, SIT, issued a Sanitarian's Order on April 17, 2019. A follow up inspection on April 30, 2019, revealed no change. It was moved by Dr. Varian and seconded by Mrs. Collins to declare that the conditions constitute a public

health nuisance and issue an order to correct the violation by removing the solid wastes to a licensed disposal facility within seven (7) days of receipt of the order. Ayes: Mrs. Watkins, Mrs. Collins, Dr. Varian. Nays: none. Motion carried.

#### **IN THE MATTER OF VARIANCE REQUESTS UPDATE**

Environmental Health Director Timothy M. Smith presented the following updates from previously approved variance request.

##### ***Henry E. Miller, 7781 CR 13, DeGraff***

At the December 5, 2018 Board meeting, Mr. Miller was granted a variance in the same manner as similar situations in the past. It allowed Mr. Miller to construct his own privy vault and distribution box at his 8769 St. Rt. 47 West, DeGraff property with the construction overseen by LCHD's Environmental Division. The variance also included a waiver of the requirement for the registered and bonded installer under OAC 3701-29-03-12(H). Environmental Health Director Timothy M. Smith was informed that the privy vault was already installed without being overseen by the LCHD's Environmental Division. Mr. Smith spoke with Mr. Miller and the Bishops of the Amish Community. The Bishops understood the variance that was granted, and agreed that Mr. Miller did not follow it. Mr. Miller will have the privy vault re-done with the construction overseen by LCHD's Environmental Division this time.

##### ***Harold and Roberta Appleton, of 958 Minerva Ave., Columbus, C/O Teri Frymyer, Choice Properties Real Estate***

Mr. and Mrs. Appleton requested a variance for their property at 8886 SR 368, Huntsville (north of Lake Ridge Island), from OAC 3701-28-07 (D) and (H) for a replacement well to be only four (4) feet from the house foundation and less than one (1) foot from a paved parking area. Ten (10) and five (5) feet are required for each, respectively. Sanitarian Lisa Engle recommended approval due to the existing well drawing sand and an existing gas line runs along the south property line in front of the house. With no room along the sides of the property, this was left as the only available space for the well to be just to the left (north) of the front door which provided at least nine (9) feet from the existing sewer line, from which no variance was required since this was for a new well that met the ten percent allowance.

It has come to our attention that the well was drilled by Seismic Well Drilling and did not put the well in the area as designated in the well variance. The recommendation is to report the well driller to the Ohio Department of Health and require the property owner to abandon the improperly drilled well and drill another in accordance with the well variance previously approved. The Board agreed to stand behind their original decision of the variance. Environmental Health Director Timothy M. Smith will report the well driller to the Ohio Department of Health.

#### **IN THE MATTER OF VARIANCE REQUESTS**

##### ***Vera Miller, 10536 Manatee Dr., Huntsville***

Ms. Miller requests a variance for her property, from OAC 3701-28-07 (D) and (J) (1) for a replacement well that will be only four (4) feet from the house foundation and five (5) feet from the property line. Ten (10) feet are required for each. Sanitarian David Miller recommends approval due to the existing well must be replaced and it is in the back of the house under the deck and a large tree covers the rear yard. The only available space for the well is in the right side yard to avoid the sewer line in the front of the house. It was moved by Mrs. Collins and seconded by Dr. Varian to accept the variance request. Ayes: Mrs. Watkins, Dr. Varian, Mrs. Collins. Nays: none. Motion carried.

#### **Operation and Maintenance (O&M) Program Update**

The results of the first and second rounds of the O&M Program for the Lake Township "pilot" project are as follows:

- 291 O&M applications mailed.
- 166 O&M permits paid to date for (57% total return rate, \$8,300 total received).
- 18 Removed from the billing list.
- 107 No reply from Lake Twp. first round so a second notice was mailed April 3, 2019.
- 27 O&M (Lake) applications received with late penalty fee paid (25% late return rate).

The first notice mailing of the Zane Township O&M applications occurred on April 17, 2019, to 485 property owners. Zane Township is a more rural area of the county than Lake Township and contains the unsewered village of Middleburg. This most recent mailing utilized a full invoice page to be returned (no longer requesting a portion to be cut off and returned) which created less confusion and allowed property owners to keep a separate informational page. A second notice mailing for Zane Township that includes the 25% late penalty fee is scheduled to be mailed on May 20, 2019. The \$62.50 late O&M fee can still be paid by check or credit card but the requested information, which is used to help assess the type of system, must accompany the payment in order to have the correct 1, 5, or 10-year O&M Permit issued. The health district's website ([loganhealth.org](http://loganhealth.org)) has further information about this state-mandated program and the different types of sewage systems that are common in Logan County and their maintenance needs.

The next round of first notice O&M applications is proposed to be mailed out on June 3, 2019, to Perry Township which includes the unsewered village of East Liberty.

#### **IN THE MATTER OF NURSING REPORT**

Director of Nursing Kelly Reaver updated the Board on activities of the nursing division over the past month including a very successful annual 5K Walk promoting wellness, vaccinating staff and inmates at the jail for Hepatitis A & B prevention, a great collaboration among the Health District, Dr. Robson, and Community Health and Wellness Partners which held the last adult dental clinic on April 24, and the Health District's work on trying to obtain a grant to continue Narcan distribution. Mrs. Reaver then reviewed nursing division statistics for the month of May as listed below.

- CMH numbers are down due to staffing shortage.  
     Contacts for March 2019 ----- 15, March 2018 ---- 66  
     Visits for March 2019 -----4, March 2018 ---- 6
- Newborn home visits are down for March 2019----4, March 2018----5
- Immunizations are steady with Children – March 2019--- 27, March 2018---33,  
     And an **increase** in - Adults – March 2019---19, March 2018---4
- WIC total participation is down for March 2019-----526, March 2018-----598.
- Infectious disease numbers have declined compared to March last year. (see infectious disease stat sheet in Notes to Minutes)
- Measles, Mumps, Rubella and Varicella educational materials were provided (see Notes to Minutes).

#### **IN THE MATTER OF PLANNING UPDATES**

Deputy Health Commissioner Donna Peachey expressed her appreciation of utilizing Medical Reserve Core (MRC) volunteers. Mrs. Peachey reported that a value of \$1,110 was contributed to the well-being of the community by utilizing MRC volunteers.

Mrs. Peachey also presented the 2019 Health Value Dashboard from the Health Policy Institute of Ohio. She pointed out that Ohio ranked poorly overall at 46<sup>th</sup> in the United States for being less healthy and spending more on health care than people in most other states. The positive is that public health and prevention ranked the best for contribution to Ohio's health value at 7<sup>th</sup> out of 48 states. An area of concern is that Ohio ranks in the bottom quartile at 21.1 for adult smoking and children living in a household with a smoker. Tobacco use and secondhand smoke exposure contribute to many of Ohio's greatest health challenges, including infant mortality, cardiovascular disease, cancer and asthma. The Board discussed the fact that health issues relate directly to education.

#### **IN THE MATTER OF FINANCIAL REPORT REVIEW**

Director of Business Operations Christina Bramlage 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 Mrs. Watkins and seconded by Mrs. Collins that the Board authorize President Harrison to approve review of the reports. Ayes: Dr. Varian, Mrs. Collins, Mrs. Watkins. Nays: none. Motion carried.

#### **IN THE MATTER OF ROUTINE BOOKKEEPING**

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

##### ***District Health Fund 7029***

- \$440.00 FROM 7029-700-407052 Additional Fees TO 7029-400-404027 Plumbing Permit Fees
- \$900.00 FROM 053-400-01070 Travel TO 053-400-01030 Remittance to State

##### ***Sewage Treatment Fund 7024***

- \$300.00 FROM 7024-401-551010 Travel TO 7024-401-551460 Refunds

##### ***Women, Infants, Children Program Fund 7027***

- \$10,000.00 FROM 7027-401-521060 Health and Life TO 7027-401-551440 Advance Reimbursements

**IN THE MATTER OF OHIO DEPARTMENT OF COMMERCE MANUFACTURED HOME PARK INSPECTION CONTRACT**

The Ohio Department of Commerce transitioned to a fiscal year that runs from July 1<sup>st</sup> to June 30th. The Board of Health previously approved the four (4) month contract so inspections could begin and not have to wait until the next annual inspection contract. It is now time to renew the annual inspection contract. It was moved by Mrs. Collins and seconded by Mrs. Watkins to accept the year contract. Ayes: Dr. Varian, Mrs. Watkins, Mrs. Collins. Nays: none. Motion carried.

**IN THE MATTER OF GRAND CANYON UNIVERSITY MEMORANDUM OF UNDERSTANDING**

The purpose of the memorandum of understanding (MOU) is to confirm the arrangement for Grand Canyon University College of Nursing and Health Care Professions student (and employee of the health district), Kathleen Davis, to work collaboratively to fulfill the field experience for her continuing education. It was moved by Dr. Varian and seconded by Mrs. Watkins to accept the MOU. Ayes: Mrs. Collins, Mrs. Watkins, Dr. Varian. Nays: none. Motion carried.

**IN THE MATTER OF MEMORANDUM OF UNDERSTANDING WITH MENTAL HEALTH, DRUG, AND ALCOHOL SERVICES BOARD LOGAN AND CHAMPAIGN COUNTY**

Director of Business Operations Christina Bramlage explained at the April board meeting that the Mental Health, Drug, and Alcohol Services Board Logan and Champaign County had money available to purchase Narcan to be distributed to participants that attended the Narcan training that the Health District provides. The Board members agreed at the April meeting to accept the \$30,000 MOU. The appropriations needed to be increased to accept the \$30,000. It was moved by Mrs. Watkins and seconded by Mrs. Collins to approve the appropriation increase in the Health District General Fund by \$30,000, retro-active to April 3, 2019. Dr. Varian abstained from voting. Ayes: Mrs. Collins, Mrs. Watkins, Mr. Harrison. Nays: none. Motion carried.

**IN THE MATTER OF REFUNDS**

Director of Business Operations Christina Bramlage explained that refunds have been requested of the Health District. Currently, there is not a refund policy. If the front desk has already started processing the original request, it would be logical to keep a portion of the money collected to cover the work already completed and the work needed to process the refund.

RESOLUTION 2019-06  
REFUND POLICY

Whereas at the April 2019 board meeting, an organization sent a letter requesting a refund of a fee since they had paid for a service, but because of bad weather, chose not to attend the event.

Whereas at the April 2019 board meeting, it was determined to return the full amount to the organization since a refund policy did not exist.

BE IT RESOLVED by the Board of Health of the Logan County Health District to allow a refund minus a 30% administration fee, unless the staff have completed the work. Then, the Logan County Health District has the right to refuse the refund request.

It was moved by Mrs. Watkins and seconded by Dr. Varian to adopt this resolution. On roll call the vote was as follows: Mrs. Watkins- aye; Dr. Varian- aye; Mrs. Collins-aye. Motion carried.

This Resolution is hereby declared adopted on this 8<sup>th</sup> day of May in the year 2019.

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Robert G. Harrison, President

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Boyd C. Hoddinott, Secretary

**IN THE MATTER OF CLOSING HOME HEALTH AND MARINA FUNDS**

The Logan County Home Health Agency closed January 2016. The Marina Program has been non-existent at the Health District for many years. Both funds have been reviewed by the Prosecutor Eric Stewart and the County Auditor Jack Reser, and they agree that both funds should be closed and money re-allocated to the General Fund. The

appropriations for the General Fund will need to be increased to accept the transfer. The Home Health Agency Fund has a balance of \$74,752.75. The Marina Fund has a balance of \$1,079.25. The combined total is \$75,832.00.

Whereas the Home Health Agency Fund and the Marina Fund are not required to be kept open any longer.

BE IT RESOLVED by the Board of Health of the Logan County Health District that the Home Health Agency Fund and the Marina Fund be re-allocated to the General Fund of the Health District and then close the Home Health Agency Fund and Marina Fund.

It was moved by Mrs. Watkins and seconded by Mrs. Collins to adopt this resolution. On roll call the vote was as follows: Dr. Varian- aye; Mrs. Collins- aye; Mrs. Watkins- aye. Motion carried.

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Robert G. Harrison, President

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Boyd C. Hoddinott, Secretary

#### **IN THE MATTER OF DRUG FREE WORKPLACE POLICY**

Director of Business Operations Christina Bramlage presented the proposed Drug Free Workplace policy at the April Board meeting for review. Ohio has now approved medical marijuana, but the Federal government still considers any marijuana illegal. Federal regulations mandate that any entity receiving Federal grant money not allow usage of any, even medical, marijuana. It was moved by Dr. Varian and seconded by Mrs. Collins to accept the revised Drug Free Workplace policy. Dr. Varian then revised the motion to adopt the current Drug Free Workplace policy. The motion was seconded by Mrs. Collins. Ayes: Mrs. Watkins, Mrs. Collins, Dr. Varian. Motion carried.

#### **IN THE MATTER OF HEALTH INSURANCE POLICY**

Director of Business Operations Christina Bramlage discussed the concern over budget constraints and the rising costs of health care. The Logan County Health District explored avenues to maintain a balanced budget while meeting staffing needs. A policy was written to allow for managing costs of hiring full time staff instead of resorting to only hiring part time employees. New full-time employees (including those part-time, 30 hours, or more) of LCHD will be offered health insurance through the county plan and will have the option of adding their spouse, providing the spouse is not eligible for health insurance at their own place of employment or retirement plan. The employee's child/children can be added to the plan. The LCHD will pay the employer's portion as determined by the Board of Health for the employee only. The employee will be responsible for the full cost of premiums for spouse, child/children, or family if they choose to include anyone other than the employee on the health insurance plan. Existing employees will be grandfathered in under the procedures held prior to May 8, 2019. It was moved by Mrs. Watkins and seconded by Dr. Varian to accept the policy, contingent upon Brian Dunn's approval (county human resource coordinator). Ayes: Mrs. Collins, Dr. Varian, Mrs. Watkins. Nays: none. Motion carried.

#### **IN THE MATTER OF VACATION POLICY**

Director of Business Operations Christina Bramlage discussed the fact that the current vacation policy states that no employee shall be entitled to use accrued vacation leave until after he/she has completed one full year of service with the Health District. The Board is being asked to revise the policy to allow an employee to start using earned accrued vacation time once probation is completed and approved for permanent hire. It was moved by Mrs. Collins and seconded by Dr. Varian to accept this revision to the policy. Ayes: Mrs. Watkins, Dr. Varian, Mrs. Collins. Nays: none. Motion carried.

#### **IN THE MATTER OF HIRING NEW NURSE**

Director of Business Operations Christina Bramlage stated that the nursing department is understaffed, especially since one staff member is currently off on Family Medical Leave Act. The Board is being asked to change the current vacant PHN2 that is currently part-time to full-time. The position would be partially funded by the Get Vaccinated Grant. It was moved by Mrs. Collins and seconded by Mrs. Watkins to accept making these changes to the currently vacant staff position. Ayes: Dr. Varian, Mrs. Watkins, Mrs. Collins. Nays: none. Motion carried.

#### **IN THE MATTER OF HEALTH COMMISSIONER COMMENTS**

Health Commissioner Dr. Boyd C. Hoddinott stated that the Nursing division is currently understaffed, and soon the Environmental Health division is going to be understaffed. The budget is being reviewed to determine what can be done to help those divisions.

#### **IN THE MATTER OF ADJOURNMENT**

May 8, 2019

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Confirming the next regular meeting as June 5, 2019, at 1:00 p.m., President Harrison adjourned the meeting at 3:15 p.m. without opposition.

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Robert G. Harrison, President

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Boyd C. Hoddinott, M.D., Secretary