



The Board of the Logan County Health District met in regular session on Wednesday, September 11, 2019. President Harrison called the meeting to order at 1:02 p.m. followed by the pledge to the flag. Members present on roll call: Mr. Harrison, Mrs. Price, 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. Reporters Mandy Loehr of the *Bellefontaine Examiner* and Mike Vettori of *WPKO/WBLL* Radio were also in attendance.

IN THE MATTER OF MINUTES

It was moved by Dr. Varian and seconded by Mrs. Collins that the Board approve the minutes of the August 7, 2019, meeting as e-mailed. Ayes: Mrs. Price, Mrs. Watkins, Mrs. Collins, and 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 August 9, 16, 23, 30, and September 6, 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. Collins, Mrs. Price, Mrs. Watkins. Nays: none. Motion carried.

PUBLIC FORUM

No members of the public were in attendance.

IN THE MATTER OF BOARD EDUCATION/ BUDGET/ APPROPRIATIONS APPROVAL

Director of Business Operations Christina Bramlage educated the Board members on the budgetary reports from the county accounting system. Mrs. Bramlage explained the reports look different and contain more information since the county updated the accounting system earlier this year.

The 2019 Appropriations/ Budget was reviewed. The need for increased appropriations was identified in several areas: Public Health Infrastructure; Women Infants Children Fund, C&D Waste Disposal, and District Health Fund.

Public Health Infrastructure Fund 7025

- 7025-401-561010 Equipment: **increase by \$7,200.00** to \$8,200.00

Women Infants Children Fund 7027

- 7027-401-551440 Advance Reimbursement: **increase by \$20,000.00** to \$30,000.00

C & D Waste Disposal Fund 7028

- 7028-401-552000 Remit ODNR: **increase by \$4,000.00** to \$11,000.00
- 7028-401-552001 Remit to State: **increase by \$80.00** to \$500.00
- 7028-401-552003 Remit to Township: **increase by \$340.00** to \$900.00

District Health Fund 7029

- 7029-401-511010 Salaries – Employee(s): **increase by \$20,300.00** to \$512,300.00
- 7029-401-521010 OPERS: **increase by \$2,780.00** to \$76,780.00
- 7029-401-521030 Medicare: **increase by \$1,145.00** to \$7,470.00
- 7029-401-531020 Advertising/Printing: **increase by \$1,500.00** to \$2,000.00

It was moved by Dr. Varian and seconded by Mrs. Price to accept the 2019 appropriation increases. Ayes: Mrs. Watkins, Mrs. Collins, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

Mrs. Bramlage also reviewed the 2020 Appropriations/ Budget (see Notes to Minutes). Mrs. Bramlage reported that the budget was updated since the original acceptance at the April 2019 Board meeting. It was moved by Mrs. Collins and seconded by Dr. Varian to accept the 2020 Appropriations/ Budget. Ayes: Mrs. Price, Mrs. Watkins, Dr. Varian, Mrs. Collins. Nays: none. Motion carried.

ENVIRONMENTAL HEALTH UPDATE

Environmental Health Director Timothy M. Smith reported that Alexis Zaborniak, Sanitarian-in-Training, passed the National Environmental Health Association's Registered Sanitarian exam and is applying for full Registered Sanitarian (RS) status with the Sanitarian Registration Board. The Board members congratulated Ms. Zaborniak.

IN THE MATTER OF NUISANCE UPDATES

Environmental Health Director Timothy M. Smith updated the Board on several nuisances.

Adriana Russell, 685 W. Center St., West Mansfield

Ms. Russell's property contained a TV, mattresses, chair, bags of trash, and other miscellaneous items following a Sanitarian's Order by Matthew Stonerock, RS, and a follow up inspection on July 1, 2019. A seven (7) day Board of Health order was issued on July 10, 2019. The Board of Health order sent by certified mail was received and signed by Roberta Sloan Scott and marked as agent on July 17, 2019. A follow up inspection on August 5, 2019, revealed non-compliance so the matter was filed in Municipal Court. The judge dismissed the case due to the fact that the defendant was under 18 years of age (although she is listed as the property owner with the Logan County Auditor's office).

Donald Cunningham, 533 Grand Ave., Russells Point

Mr. Cunningham's property was requested by Robin Reames, Mayor of Russells Point, to be inspected by the health district to determine if the structure qualified for condemnation so that the village could proceed with having the structure razed. David Miller, SIT, inspected the property on June 5, 2019, and confirmed that the structure meets the criteria that have been determined as required for condemnation: broken windows repaired with plastic and a history of non-compliance with city water and sewer service. Therefore, the Board of Health declared that the conditions constituted a public health nuisance and issued an order condemning the structure and to have the owner improve the structure into a habitable condition as verified by the local fire authority, or remove the structure and all associated solid wastes to a licensed disposal facility within thirty (30) days of receipt of the order which was July 5, 2019. Mayor Reames has reported that the local fire authority (Russells Point Fire Chief) told her that he does not have jurisdiction over residential property within the village.

Sharon K. Wellnitz (deceased), last known owner of the house at 636 High Ave., Russells Point

Ms. Wellnitz's property was requested by a June 13, 2019, letter by Robin Reames, Mayor of Russells Point, to be inspected by the health district to determine if the structure qualified for condemnation so that the village could proceed with having the structure razed. David Miller, SIT, inspected the property on June 14, 2019, and confirmed that the structure meets the criteria that have been determined as required for condemnation: unoccupied with water service shut off. No response has been received yet from the thirty (30) day Board of Health order sent by certified mail, but a letter was received from her son Rob Wellnitz stating his desire to return to reside in the property. Mayor Reames has reported that the local fire authority (Russells Point Fire Chief) told her that he does not have jurisdiction over residential property within the village.

Carol McColloch, 13999 Oakwood Drive, Lakeview

Ms. McColloch's property still has garbage and solid wastes piled in the backyard. The Sanitarian filed a violation of the Board of Health order in the Municipal Court. There is no further update to report at this time.

Elizabeth Clary, 10977 Elm Street, Lakeview

Ms. Clary's property has not changed in regards to decaying wooden cabinets, piles of debris, and trash and nonworking appliances still remaining in the yard. The Sanitarian filed a violation of the Board of Health order in the Municipal Court. There is no further update to report at this time.

John Aiken, 11008 Walnut St., Lakeview

Mr. Aiken's property still has miscellaneous solid wastes and items collecting water creating possible mosquito harborages, and he did not claim the Board's order sent by certified mail. It was resent on June 5, 2019, and an inspection date was set for June 17, 2019. A follow-up inspection occurred on June 26, 2019. Full compliance was not attained. The Sanitarian filed a violation of the Board of Health order in the Municipal Court. There is no further update to report at this time.

Greg Beach, 11055 Kickapoo Path, Chippewa Park, Lakeview

Mr. Beach's property at 13773 Kickapoo Path, Chippewa Park, Lakeview, has an inoperative automobile and a water well in the driveway with its cap flush with the gravel. If conditions have not been corrected upon the inspection date decided by the Board, the matter will be filed in the Municipal Court. There is no further update to report at this time.

David Garrison, 16098 SR 235 N, Lot #23, Belle Center

Mr. Garrison's property at 11344 Chinook Path, Chippewa Park, Lakeview, contains bags of trash and debris scrap, and as of May 23, 2019, scrap tires and an automotive battery had been added. A Board of Health order was received on June 14, 2019. A follow up inspection on July 10, 2019, showed the amount of trash to be worse and open burning has continued. The Sanitarian filed a violation of the Board of Health order in the Municipal Court. There is no further update to report at this time.

CHACO, LLC, 424 McAdams Rd., Cable

The CHACO, LLC's property at 117 W. Buckingham Ave., Bellefontaine, still contains broken pallets and solid waste after receiving a Sanitarian's Order from Lisa Engle, RS, and a follow up inspection on July 2, 2019. A seven (7) day Board of Health order was issued on July 10, 2019. The Board of Health order sent by certified mail was returned unclaimed, so it was resent through regular mail with a re-inspection planned for September 13, 2019.

Jamie Caskey, 11113 Shawnee Path, Chippewa Park, Lakeview

Mr. Caskey's property still contains trash and debris and standing water in plastic containers following a Sanitarian's Order by David Miller, SIT, and a follow up inspection on June 28, 2019. A seven (7) day Board of Health order was issued on July 10, 2019. The Board of Health order sent by certified mail was returned August 12 as unclaimed, so it was resent through regular mail. A re-inspection on August 30 revealed no change. The Sanitarian filed a violation of the Board of Health order in the Municipal Court.

IN THE MATTER OF NUISANCE

Environmental Health Director Timothy M. Smith reported on one nuisance.

Scott McClain, 11291 Ash Avenue, Lakeview

Mr. McClain's property at 14008 Ironwood Avenue, Lakeview, contained a private water well with a bent casing that is insufficiently capped. A Sanitarian's Order by David Miller, SIT, was issued May 24, 2019. An inspection on August 28, 2019, revealed no compliance with the order. It was moved by Mrs. Price and seconded by Mrs. Watkins to 1) declare that the well constitutes a public health hazard in violation of OAC 3701-28-08 (A) due to its being maintained in such a fashion that a safety hazard exists and contaminants may enter the ground water, 2) order such work to be performed on the private water system by an ODH-registered private water system contractor as is deemed necessary to prevent contamination of the ground water to protect public health and safety, 3) said work to be done within seven (7) days of receipt of the Board of Health's order. Ayes: Dr. Varian, Mrs. Collins, Mrs. Watkins, Mrs. Price. Nays: none. Motion carried.

VARIANCE REQUEST UPDATES

Environmental Health Director Timothy M. Smith updated the Board on variance requests that were previously approved.

Harold and Roberta Appleton, 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, 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. Unfortunately, the new well was not placed in the area as designated in the well variance. Seismic Well Drilling had agreed with David and Lori Compton, 980 Vassar Court, Fairfield, Ohio, to relocate the existing sewer line to at least nine (9) feet from the improperly-placed well, but instead took another of the three (3) options given and sealed the well and drilled another one twelve (12) feet further from the sewer line and seven (7) feet from the house.

Henry Miller, 8769 SR 47 W, DeGraff

Mr. Miller completed his gray water recycling system (GWRs). A ten (10) year operation permit was issued.

IN THE MATTER OF VARIANCE REQUEST

Environmental Health Director Timothy M. Smith reported on one variance request.

Kason Conley, of 595 Memorial Drive, Xenia

Mr. Conley requests a variance for his property at 9480 Beechwood Avenue, Belle Center, from OAC 3701-28-07 (G) for a new well to be drilled 19 feet 9 inches from the edge of a public roadway when 25 feet is required. It was moved by Dr. Varian and seconded by Mrs. Price to approve the variance request because the proposed well site is the only location that the well driller can place his well rig to drill a new well. Ayes: Mrs. Watkins, Mrs. Collins, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

OPERATION AND MAINTENANCE (O&M) PROGRAM UPDATE

Environmental Health Director Timothy M. Smith gave an updated report on the O&M Program through September 11, 2019 (see Notes to Minutes). Harrison Township property owners with septic systems are being scheduled next to receive their mailing of first notices for a \$50 O&M application. In continuance with Lake Township as the pilot project for the O&M Program, six (6) Lake Township property owners were forwarded to the Logan County Auditor's office on August 29, 2019, so that their unpaid \$62.50 late O&M fees will be assessed to their property taxes. Mr. Smith also distributed a tentative O&M schedule for the remaining townships (see Notes to Minutes). The health district's website (loganhealth.org) has further information about this state-mandated program.

IN THE MATTER OF NURSING REPORT

Director of Nursing Kelly Reaver presented the activities of the nursing division over the past month

- LCHD staff still have a hold on Hepatitis A vaccination clinics at the jail due to the jail's nursing staff being out of the office currently. Clinics will hopefully resume soon. Logan County has had 3 cases, but none of them have led to any additional local outbreaks.
- Women, Infants, and Children (WIC) staff attended the Farmers Market and dispensed 75 \$20.00 vouchers to WIC clients to redeem for fresh fruits and vegetables at the market.
- WIC had their annual baby shower on August 13th at 2 P.M. in celebration of breast feeding awareness month. It was well received.
- Infectious disease cases are down compared to July 2018; but overall, cases have increased for year to date (see Notes to Minutes for stats).
 - Total cases for 2019---327, cases for 2018-----296
 - July cases for 2019----15, cases for 2018-----36
- Children with Medical Handicaps numbers are down due to staffing shortage.
- Newborn home visits are down for July 2019 at 6 compared to July 2018 at 7.
- Immunizations have increased for both children and adults.
- WIC total participants compared to a year ago are down for July 2019-----601, July 2018-----632
- As of September 5, 2019, 99 Narcan kits have been distributed.
- Infectious disease information on legionnaires and pertussis was provided by an email attachment (see Notes to Minutes).

IN THE MATTER OF PLANNING UPDATES

Deputy Health Commissioner Donna Peachey explained the process involved with Strategic Planning. Ms. Peachey explained that the process should involve input from both internal and external customers and stakeholders. Therefore, a survey was developed to gather input from employees, Board members, and a community partner who is serving on the committee. Ms. Peachey distributed a schedule for the Strategic Planning Process from 2020 to 2025 (see Notes to Minutes). Ms. Peachey encouraged the Board members to either attend the meetings or provide feedback throughout the process through e-mail when given the opportunity.

IN THE MATTER OF FINANCIAL REPORT REVIEW

Director of Business Operations Christina Bramlage presented financial reports for the month of July. She noted that the Federal Public Health Infrastructure Program and Federal Women, Infants, and Children Program both received grant money. Also, the District Health Fund received the second half of the inside millage payment. Mrs. Bramlage noted that the expense reports show higher than anticipated expenses in the Construction and Demolition Debris (C&D) Fund. All other expenses were routine. It was moved by Mrs. Price and seconded by Mrs. Collins that the Board authorize President Harrison to approve review of the reports. Ayes: Mrs. Watkins, Dr. Varian, Mrs. Collins, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF ROUTINE BOOKKEEPING MATTERS

It was moved by Dr. Varian and seconded by Mrs. Collins that the Board confirm 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. Ayes: Mrs. Price, Mrs. Watkins, Mrs. Collins, Dr. Varian. Nays: none. Motion carried.

Water Well Regulations Fund 7020

- \$3.80 FROM 7020-401-511010 Salaries
TO 7020-401-521010 OPERS

Water Well Regulations Fund 7020

- \$1,750.00 FROM 7020-401-511010 Salaries
TO 7020-401-541010 Lab Supplies

Public Health Infrastructure Fund 7025

- \$1,908.00 FROM 7025-401-521060 Health and Life
TO 7025-401-552370 Other Expenses

IN THE MATTER OF THE WOMEN, INFANTS, AND CHILDREN (WIC) NOTICE OF AWARD

Director of Business Operations Christina Bramlage presented the Notice of Award from Ohio Department of Health to the WIC Program for \$198,432 from October 1, 2019 through September 30, 2020. It was moved by Mrs. Price and seconded by Dr. Varian to accept the Notice of Award for \$198,432. Ayes: Mrs. Collins, Mrs. Watkins, Dr. Varian, Mrs. Price. Nays: none. 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, 2019, to September 30, 2020, 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. Ayes: Mrs. Price, Mrs. Collins, Dr. Varian, Mrs. Watkins. Nays: none. Motion carried.

IN THE MATTER OF LOW VOLTAGE CONTRACT RENEWAL

Director of Business Operations Christina Bramlage presented the agreement with Low Voltage Solutions of Sidney, Ohio for the annual monitoring fee from October 30, 2019, to October 29, 2020 in the amount of \$144.00. It was moved by Mrs. Price and seconded by Mrs. Collins to accept this contract. Ayes: Mrs. Watkins, Dr. Varian, Mrs. Collins, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF CONTRACT RENEWALS- JANITORIAL SERVICES

It was moved by Dr. Varian and seconded by Mrs. Watkins that the Board renew 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, 2019, through September 30, 2020. Ayes: Mrs. Price, Mrs. Collins, Mrs. Watkins, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF NARCAN SERVICE ENTITY AGREEMENTS

Director of Business Operations Christina Bramlage presented the agreements to the Board. The agreements are between the Logan County Health District (LCHD) and local service entities. The service entities agreed to work in collaboration with the Logan County Health District by providing naloxone at their location, providing a space for the LCHD to come and train their clients on using naloxone, or referring their clients to the LCHD for a naloxone kit and training by the LCHD. Seven entities have chosen to sign the service entity agreement: Community Health and Wellness Partners of Logan County; Mary Rutan Hospital; Residential Administrator; Logan County Family Court; Lutheran Community Services; Mental Health, Drug, and Alcohol Services Board of Logan and Champaign Counties; and the Logan County Sheriff's Office. Daily Bread of Indian Lake signed a letter of support. It was moved by Mrs. Price and seconded by Mrs. Collins to accept the seven service entity agreements and the one letter of support. Ayes: Mrs. Watkins, Dr. Varian, Mrs. Collins, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF FINANCIAL AUDIT REPORT

Director of Business Operations Christina Bramlage reviewed the report of the 2017-2018 regular financial audit completed by BHM CPA Group, Inc., and certified by the Ohio Auditor of State. It was moved by Dr. Varian and seconded by Mrs. Collins that the Board accept the report indicating no deficiencies, citation, or findings for recovery. Ayes: Mrs. Watkins, Mrs. Price, Mrs. Collins, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF MOVING THE BOARD OF HEALTH MEETING DATE

Director of Business Operations Christina Bramlage requested that the Board of Health meetings be moved to the second Wednesday of every month starting in January 2020. Mrs. Bramlage stated that it would be easier for scheduling purposes if the meetings were set for the second Tuesday of the month. It was moved by Mrs. Collins and seconded by Mrs. Watkins to accept the request for Board meetings to be held on the second Wednesday of every month starting January 2020. Ayes: Mrs. Price, 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 Director of Business Operations Christina Bramlage has done a great job of learning, understanding, and explaining the budget. Dr. Hoddinott recognized that Mrs. Bramlage not only had to learn and understand the budget, but also learn a new accounting system after being trained on the old accounting system. Board members gave Mrs. Bramlage a round of applause for her hard work.

IN THE MATTER OF ADJOURNMENT

Confirming the date of the next regular meeting as 1:00 p.m. on Wednesday, October 2, 2019, Mr. Harrison adjourned the meeting at 2:40 p.m. without opposition.

Robert G. Harrison, President

Boyd C. Hoddinott, M.D., Secretary