



The Board of the Logan County Health District met in regular session on Wednesday, October 2, 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, 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. Guests present were Kerry Hughes and Jeff Ramsey, along with reporters Mandy Loehr of the *Bellefontaine Examiner* and Mike Vettori of *WPKO/WBLL* Radio.

#### **IN THE MATTER OF MINUTES**

It was moved by Dr. Varian and seconded by Mrs. Watkins that the Board approve the minutes of the September 11, 2019, meeting as e-mailed. Ayes: Mrs. Price, Mrs. Collins, Mrs. Watkins, 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 September 13, 20, 27, and October 2, it was moved by Mrs. Collins and seconded by Mrs. Price that the Board approve the monthly bill vouchers and order the bills paid. Ayes: Dr. Varian, Mrs. Watkins, Mrs. Price, Mrs. Collins. Nays: none. Motion carried.

#### **PUBLIC FORUM**

No members of the public were in attendance.

#### **IN THE MATTER OF NUISANCE UPDATES**

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

##### ***David Helman, 322 Lawrence Street, Bellefontaine***

Mr. Helman's property was the site of World Wide Tractor Parts and had a Board of Health order issued to repair the large brick building on his property and remove scrap tires in accordance with Ohio EPA orders within 30 days of the receipt of the Board order. The Board order was sent by certified mail and signed as received by Aaron Helman on August 12, 2019. On September 19, 2019, a letter was received from attorney J. Trent Snavely of Snavely Law Office, LLC. The letter stated that his client, Mr. Helman, was "in full compliance with the law and with the Order that you have issued." A follow up inspection by Lisa Engle, R.S., on September 30, 2019, revealed that the conditions were not abated with the roofing observed to have separated from the building and scrap tires both inside and outside of the structure. Condemnation placards will now be attached to the offending brick structure prohibiting the entrance of persons as directed in the Board order.

##### ***Scott McClain, 11291 Ash Avenue, Lakeview***

Mr. McClain's property at 14008 Ironwood Avenue, Lakeview, had contained a private water well with a bent casing that was insufficiently capped. Kniceley Well Drilling replaced the damaged casing and installed an approved cap and informed the owner to obtain a well alteration permit so the matter is abated.

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

Ms. McColloch's property still has garbage and solid wastes piled up 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 at 10975 Elm Street, Lakeview, has not changed regarding decaying wooden cabinets, piles of debris, and trash and nonworking appliances. 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 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 so 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, still has an inoperative automobile and a water well in the driveway with its cap flush with the gravel. 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.

***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 on 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.

***Jamie Caskey, 11113 Shawnee Path, Chippewa Park, Lakeview***

Mr. Caskey's property 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 unclaimed so it was resent through regular mail. A reinspection on August 30 revealed no change. 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. It was resent through regular mail. A reinspection on September 26, 2019, still revealed no compliance so the Sanitarian will file a violation of the Board of Health order in the Municipal Court.

**IN THE MATTER OF NUISANCES**

Environmental Health Director Timothy M. Smith reported on several nuisances.

***Mary Burns, 11275 Ash Street, Lakeview***

Ms. Burns' property has numerous piles of animal feces, used motor oil, trash, and construction debris around the home and back porch. David Miller, SIT, issued a Sanitarian's Order on September 3, 2019. A follow up inspection on September 13, 2019, revealed little change. It was moved by Dr. Varian and seconded by Mrs. Price 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, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

***Gay Lynne Gearhart, 11031 Oneida Path, Lakeview***

Ms. Gearhart's property has a non-operational vehicle, wood debris, and trash. David Miller, SIT, issued a Sanitarian's Order on August 29, 2019. A follow up inspection on September 13, 2019, revealed no change. It was moved by Dr. Varian and seconded by Mrs. Price 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, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

***Gay Lynne Gearhart, 11031 Oneida Path, Lakeview***

Ms. Gearhart's property at 11104 Oneida Path, Lakeview, has old appliances left on a porch, evidence of burning trash, non-working vehicles, indoor furniture set outside in the yard, buckets of water around the house, and evidence of a well alteration without a permit. David Miller, SIT, issued a Sanitarian's Order on August 29, 2019. A follow up inspection on September 13, 2019, revealed no change. It was moved by Dr. Varian and seconded by Mrs. Price 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, cease all open burning, remove or repair all non-working vehicles, remove or treat accumulations of water to prevent the growth of mosquitoes, and obtain approval of work done to the well through a well alteration permit, all within seven (7) days of receipt of the order. Ayes: Mrs. Watkins, Mrs. Collins, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

***Norman Rath, 11007 Oneida Path, Lakeview***

Mr. Rath's property has a vacant structure surrounded by high weeds that is a rodent and animal harborage. David Miller, SIT, issued a Sanitarian's Order on August 29, 2019. A follow up inspection on September 13, 2019, revealed no change. It was moved by Dr. Varian and seconded by Mrs. Price to declare that the conditions constitute a public health nuisance and issue an order to correct the violation by mowing and maintaining the yard, secure the structure to prevent animal activity, and provide evidence that the structure is habitable within seven (7) days of receipt of the order. Ayes: Mrs. Watkins, Mrs. Collins, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

**IN THE MATTER OF VARIANCE REQUESTS**

Environmental Health Director Timothy M. Smith reported on several variance requests.

***Kerry Hughes, 9068 O'Connor's Point Drive, Belle Center***

Mr. Hughes requests a variance from OAC 3701-28-07 (D) to construct an attached garage less than ten (10) feet from an existing water well. Mr. Hughes presented additional construction measures to see if they would meet the intent of the code and protect the well from possible damage and contamination from termaticides. Mr. Hughes proposed to add a plastic liner buried in the ground under the garage all the way to the well and wrap around to seal the well from any contamination. Additionally, Mr. Hughes is also willing to build the garage with poured cement walls eight (8) feet above the ground to prevent any need for termaticides. After much discussion, the Board requested a written statement from a reputable pest control company to confirm that eight (8) feet poured cement walls for a garage would prevent the need for termaticides. Mr. Hughes did not have that information available. The Board decided to table this matter until the November Board meeting, in order to allow Mr. Hughes time to gather the requested information about termaticides.

***Jeremy Williams, 3633 Wright Street, Huntsville***

Mr. Williams requests a variance from OAC 3701-28-07 (D) to construct a home addition that will only be four (4) feet six (6) inches from an existing water well when ten (10) feet is required. Mr. Jeff Ramsey was present to represent Mr. Williams. After some discussion, Mr. Williams proposed reducing the home addition to make the distance from the well to the new build to remain at the same current distance of six (6) feet eight (8) inches. It was determined that since the new construction would be built along the same plane of the existing home, the addition will not increase the risk from the original well's pre-existing, unpermitted, non-conformity to the present water well code. It was moved by Dr. Varian and seconded by Mrs. Price to approve the variance request at the revised distance of six (6) feet eight (8) inches. Ayes: Mrs. Watkins, Mrs. Collins, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

***George Rex, P.O. Box 161, Jackson Center***

Mr. Rex's property is at 7701 Kootenay Street, Moundwood, Huntsville. Mr. Rex requests a variance from OAC 3701-29-06 (C) and 3701-29-18 (C) (1) and (6) to install a temporary, 1,500 gallon plastic holding tank until the sanitary sewer is brought to his proposed home already under construction. It was moved by Mrs. Price and seconded by Mrs. Collins to approve the variance request with three conditions. First, there needs to be a service contract agreement with a registered septage hauler. Second, a high-water alarm must be installed on the septic tank. Third, the variance will be reviewed if a permanent sewer line is not installed within one (1) year. Ayes: Mrs. Watkins, Dr. Varian, Mrs. Collins, Mrs. Price. Nays: none. Motion carried.

**IN THE MATTER OF WATER POLLUTION CONTROL LOAN (WPCL) FUND**

***Ellen Oakley, 15781 SR 720, Lakeview***

Ms. Oakley, owner of the property at 15745 SR 720, Lakeview, qualified for 85% funding for the replacement of a home sewage system from the Water Pollution Control Loan Fund through the Ohio EPA. The system design requires an effluent pump following the septic tank up to the on lot leaching area of shallow trenches which must be covered with 12 inches of top soil. The following sealed bids were received and opened during the meeting (bids listed from highest to lowest). It was noted that Mike Stolly was asked to submit a bid, but declined.

Bobcat multi-Works, LLC	\$18,249.00
JC's Backhoe	\$15,850.00

Mike Stolly

Declined

It was moved by Mrs. Watkins and seconded by Mrs. Price to accept JC's Backhoe bid of \$15,850.00, since it was the lowest and best. Ayes: Mrs. Collins, Dr. Varian, Mrs. Price, Mrs. Watkins. 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 October 1, 2019 (see Notes to Minutes). Harrison Township property owners with septic systems were sent their \$50 O&M application and invoice first notices on September 16, 2019. The third mailing of Perry Township's late O&M notices and Zane Township's final O&M notices are being arranged. 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 held two (2) off site Hepatitis A vaccine clinics with Narcan trainings. Logan County has had 5 cases this year, but none of them have led to any additional local outbreaks.
- Infectious disease cases are down compared to August 2018 (see Notes to Minutes for stats).
  - Total cases for 2019----202, cases for 2018-----226
  - August cases for 2019----20, August cases for 2018-----30
- Children with Medical Handicaps numbers are down due to staffing shortage.
- Newborn home visits are down for August 2019 at 3 compared to August 2018 at 7.
- Immunizations for children increased compared to last year: August 2019 – 92 and August 2018 – 78. Immunizations for adults decreased compared to last year: August 2019 – 22 and August 2018 – 28.
- WIC total participants compared to a year ago are down for August 2019 - 593, August 2018-----607
- As of September 25, 2019, 118 Narcan kits have been distributed.
- Infectious disease information on Cyclosoriasis, E. coli, and Salmonellosis was provided by an email attachment (see Notes to Minutes).

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

Deputy Health Commissioner Donna Peachey reported on the Public Health Accreditation Board's (PHAB) response to LCHD's annual report that was submitted in September 2019. PHAB congratulated the LCHD on sharing Quality Improvement and Performance Management activity results with all staff in a number of ways through the department to all levels of staff, including the Board of Health members. One suggestion was to consider adding a layer of context to the Performance Management monitoring to identify which measures align with the department Strategic Plan, the Quality Improvement and Workforce Development Plans, and the CHIP. Mrs. Peachey distributed the Summary of Strategic Planning Inputs 2020-2025. Mrs. Peachey stated that she is working gathering information for the next Strategic Plan; therefore, she distributed surveys for the BOH to complete by either QR scannable code, web link, or paper form. Customers of the LCHD are being asked to complete surveys, and staff will also be asked to complete a survey.

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

Director of Business Operations Christina Bramlage presented financial reports for the month of August. She noted that the Federal Public Health Infrastructure Program and Federal Women, Infants, and Children Program both received grant money. The District Health Fund received a Medicaid Administrative Claiming reimbursement. Also, the Sewage Treatment Fund received Federal grant money for the Water Pollution Control Loan. Mrs. Bramlage noted that a laptop was purchased in the Public Health Infrastructure Program and vaccine was purchased in the District Health Fund. All other expenses were routine. It was moved by Mrs. Collins and seconded by Dr. Varian that the Board authorize President Harrison to approve review of the reports. Ayes: Mrs. Price, Mrs. Watkins, Dr. Varian, Mrs. Collins. Nays: none. Motion carried.

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

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

#### ***Food Safety Fund 7031***

- \$300.00 FROM 7031-401-551460 Refunds  
\$200.00 TO 7031-401-552050 Remit to Department of Agriculture

\$100.00 TO 7031-401-552001 Remit to State

***Sewage Treatment Fund 7024***

- \$417.85 FROM 7024-401-511010 Salaries  
TO 7024-401-541010 Supplies

***C & D Waste Disposal Fund 7028***

- \$4,340.00 FROM 7028-401-552001 Remit to State  
\$4,000.00 TO 7028-401-552000 Remit to ODNR  
\$ 340.00 TO 7028-401-552003 Remit to Township

**IN THE MATTER OF COMPLETION OF PROBATION/PERMANENT APPOINTMENT-SHELBY PURK**

Shelby Purk has met her 180-day probationary period and had a position evaluation. Shelby Purk is recommended for permanent hire effective September 21, 2019. It was moved by Mrs. Watkins and seconded by Mrs. Price that the Board recognize completion of the 180-day probationary period and authorize permanent appointment to the position for Shelby Purk. Ayes: Dr. Varian, Mrs. Collins, Mrs. Price, Mrs. Watkins. Nays: none. Motion carried.

**IN THE MATTER OF REGISTERED SANITARIAN APPOINTMENT – S. ALEXIS ZABORNIAK**

It was moved by Mrs. Collins and seconded by Mrs. Price that the Board extend their congratulations and recognize successful completion of the Registered Sanitarian exam by Sanitarian-in-Training S. Alexis Zaborniak, and authorize advancement to Grade 23 Step 2 on the salary schedule effective upon receipt of the official notice of completion. Ayes: Mrs. Watkins, Dr. Varian, Mrs. Collins, Mrs. Price. Nays: none. Motion carried.

**REGIONAL HEALTHCARE EMERGENCY PREPAREDNESS (RHEP) COALITION MEMORANDUM OF UNDERSTANDING (MOU)**

Director of Business Operations Christina Bramlage presented the agreement between the Central Ohio Trauma System (COTS) and the LCHD. The purpose of the regional MOU is to be a voluntary agreement among organizations that have as their primary mission a purpose to provide or support health care within their community. The agreement establishes formal roles and responsibilities as a regional health care coalition for emergency preparedness, response, recovery and mitigation as appropriate. It was moved by Dr. Varian and seconded by Mrs. Watkins to approve the RHEP MOU, pending prosecutor approval. Ayes: Mrs. Price, Mrs. Collins, Mrs. Watkins, Dr. Varian. Nays: none. Motion carried.

**PARTNER AGENCY AGREEMENT FORM FOR NARCAN**

Director of Business Operations Christina Bramlage revisited the Partner Agency Agreement form. At the September Board meeting, the Board accepted several of these agreements that were signed by local partners. Mrs. Bramlage now seeks approval for Health Commissioner Dr. Boyd C. Hoddinott to have permission to sign these agreements as local partners continue to sign them. It was moved by Mrs. Watkins and seconded by Mrs. Collins to give Dr. Boyd C. Hoddinott permission to sign the partner agency agreement forms as the LCHD receives them. Ayes: Mrs. Price, Dr. Varian, Mrs. Collins, Mrs. Watkins. Nays: none. Motion carried.

**SERVICE AGREEMENT BETWEEN OHIO PHARMACY SERVICES**

Director of Business Operations Christina Bramlage presented the renewal Service Agreement between Ohio Pharmacy Services – the State of Ohio’s supplier of pharmaceuticals, over-the-counter items, medical supplies, personal care items, and forms and miscellaneous products to the LCHD for eligible purchases for Fiscal Years 2020-2021. It was moved by Mrs. Price and seconded by Mrs. Watkins to accept this agreement pending prosecutor approval. Ayes: Dr. Varian, Mrs. Collins, Mrs. Watkins, Mrs. Price. Nays: none. Motion carried.

**IN THE MATTER OF POLICY CHANGES FOR OVERTIME AND IMMUNIZATIONS**

Director of Business Operations Christina Bramlage reviewed proposed changes to the current policy and procedure manual sections chapter 4: Compensation and Hours of Work, section 5.04: Holidays, and section 5.20: Immunizations. Dr. Varian pointed out several things to consider on wording. It was moved by Mrs. Watkins and seconded by Mrs. Collins to accept the policy changes with the noted changes. (See Notes to Minutes) Ayes: Mrs. Price, Dr. Varian, Mrs. Collins, Mrs. Watkins. Nays: none. Motion carried.

**IN THE MATTER OF HEALTH COMMISSIONER COMMENTS**

Health Commissioner Dr. Boyd C. Hoddinott stated that the Environmental Health Director and Director of Nursing each need more staff to help complete mandated tasks. Both units are struggling to keep up with the required duties.

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**IN THE MATTER OF ADJOURNMENT**

Confirming the date of the next regular meeting as 1:00 p.m. on Wednesday, November 6, 2019, Mr. Harrison adjourned the meeting at 2:55 p.m. without opposition.

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Robert G. Harrison, President

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Boyd C. Hoddinott, M.D., Secretary