

The Board of the Logan County Health District met in regular session on Wednesday, June 8, 2011. President Spath called the meeting to order at 1:00 p.m. followed by the pledge to the flag. Members present on roll call: Mr. Spath, Mr. Henschen, Mr. Hines, Mrs. Price, Dr. Varian, Mr. Alloway. Staff members present were Health Commissioner Dr. Boyd C. Hoddinott, Administrator Lisa G. Downing, Director of Nursing Kay Schroer, and Environmental Health Director Craig D. Kauffman. Dave Leiter was a guest, and Mandy Hochstedler of the *Bellefontaine Examiner* was also in attendance.

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

It was moved by Mr. Henschen and seconded by Mr. Alloway that the Board approve the minutes of the May 4, 2011, meeting as mailed. Ayes: Mr. Hines, Mrs. Price, Dr. Varian, Mr. Alloway, Mr. Henschen. Nays: none. Motion carried.

#### **IN THE MATTER OF MONTHLY BILLS**

Administrator Lisa G. Downing stated that as authorized at the last meeting, she presented vouchers for recurring and time-sensitive bills to the county auditor on May 20<sup>th</sup> and June 1<sup>st</sup>. It was moved by Mr. Hines and seconded by Mrs. Price that the Board confirm payment of those bills presented on their behalf, and approve the current bill vouchers and order the bills paid. Ayes: Mr. Alloway, Dr. Varian, Mr. Henschen, Mrs. Price, Mr. Hines. Nays: none. Motion carried.

#### **IN THE MATTER OF PUBLIC FORUM**

No members of the public were present for this portion of the meeting.

#### **IN THE MATTER OF AMENDING REG. NO. 40 – PRIVATE WATER SYSTEM FEE STRUCTURE**

Environmental Health Director Craig D. Kauffman announced that on April 1, 2011, the Ohio Public Health Council adopted new rules under Ohio Administrative Code 3701-28 which changed the fee structure for private water systems. Following explanation of the new rules and review of Mr. Kauffman's recommendations, it was moved by Mr. Henschen that the Board suspend the three-reading rule and adopt on an emergency basis an amendment to Logan County Health District Regulation #40 effective July 1, 2011, which replaces section 1.6 and establishes fees and fee categories. Dr. Varian seconded the motion.

#### **RESOLUTION 2011-03**

A Resolution amending Regulation No. 40, a regulation establishing fees for the Public Swimming Pool, Public Spa, Special Use Pool, Marina, Recreational Vehicle Park, Recreation Camp, Combined Park Camp, Manufactured Home Park, Food Safety, Sewage Treatment, and Private Water System environmental health programs in the health district.

BE IT RESOLVED by the Board of Health of the Logan County Health District that Section I of Regulation Number 40 be amended to wit:

1.6

- 1) The construction of a private water system, excluding a pond, for a single family dwelling, including a manufactured home as defined by section 4501.01 of the Revised Code. \$170.00
- 2) The construction of a test well for any private water system. \$0.00
- 3) The construction of a pond for a single family dwelling, including a manufactured home as defined by section 4501.01 of the Revised Code. \$170.00
- 4) The conversion of a well not previously approved as a private water system into a private water system for a single family dwelling. These wells shall include, but not be limited to, agricultural wells, irrigation wells and geothermal wells. \$170.00
- 5) The construction of a new private water system for a non-single family dwelling, including a manufactured home park as defined in paragraph (N) of rule 3701-27-01 of the Administrative Code, or a park or camp as defined in paragraph (I) of rule 3701-25-51 of the Administrative Code, or a building. \$200.00

- 6) The conversion of a well not previously approved as a private water system into a private water system for a non-single family dwelling. These wells shall include, but not be limited to, agricultural wells, irrigation wells and geothermal wells. \$200.00
- 7) The alteration of a private water system or a test well, for a single family dwelling, including a manufactured home as defined by section 4501.01 of the Revised Code. \$50.00
- 8) The alteration of a private water system or a test well for a non-single family dwelling, including a manufactured home park as defined in paragraph (N) of rule 3701-27-01 of the Administrative Code, or a park or camp as defined in paragraph (I) of rule 3701-25-51 of the Administrative Code, or a building. \$60.00
- 9) The sealing of a private water system for a single family dwelling including a manufactured home as defined by section 4501.01 of the Revised Code. \$15.00
- 10) The sealing of a private water system for a non-single family dwelling, including a manufactured home park as defined in paragraph (N) of rule 3701-27-01 of the Administrative Code, or a park or camp as defined in paragraph (I) of 3701-25-51 of the Administrative Code, or a building. \$15.00
- 11) The issuance of a variance under rule 3701-28-19 of the Administrative Code. Fees for variances are not refundable. \$0.00
- 12) The filing and processing of water sample results collected under paragraph (AA) of rule 3701-28-03 of the Administrative Code. \$30.00
- 13) The inspection of a private water systems contractor as authorized under paragraph (F) of rule 3701-28-04 of the Administrative Code. \$50.00
- 14) A water hauler registration and vehicle inspection conducted under paragraph (D) of rule 3701-28-16 of the Administrative Code. \$25.00

On roll call the vote was as follows:

Mr. Henschen- aye; Mr. Hines- nay; Mrs. Price- aye; Dr. Varian- aye; Mr. Alloway- aye

This Resolution is hereby declared adopted on this 8<sup>th</sup> day of June in the year 2011, and shall be in full force and effect on July 1, 2011.

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Don W. Spath, President

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Boyd C. Hoddinott, Secretary

#### **IN THE MATTER OF NUISANCE COMPLAINTS**

Environmental Health Director Craig D. Kauffman presented the following nuisances in violation of Ohio Revised Code 3707.01 for Board action following citizen complaints and non-compliance with sanitarian orders.

##### ***Wilbert Hoskins, 7181 Hardin Drive, Russells Point***

Piles of trash bags beside and behind the mobile home and litter in the yard are documented upon inspection of this property owned by Mr. Hoskins. A sanitarian citation was issued April 26, 2011, with no compliance, and Mr. Kauffman recommended an order to remove all solid waste within three (3) days.

##### ***Earl Woods, 11449 Blackhawk Path, Lakeview***

Mattresses and garbage bags piled next to the mobile home owned by Mr. Woods at 8968 Crescent Street, Lakeview. A sanitarian citation was issued April 12, 2011, with no compliance. Mr. Kauffman recommended an order to remove all solid waste within three (3) days.

##### ***Tom Martin, 10717 Main Street, Lakeview***

A junk car and approximately eight (8) scrap tires are noted in the back yard of this property owned by Mr. Martin. A sanitarian citation was issued April 26, 2011, with no compliance. Mr. Kauffman recommended an order to remove the scrap tires within three (3) days.

It was moved by Mr. Henschen and seconded by Mrs. Price that pursuant to Ohio Revised Code 3707.01 the conditions at these premises be declared a public nuisance and a hazard to the health and safety of the citizens of the health district; and that *Wilbert Hoskins, Earl Woods, and Tom Martin* be ordered to abate their individual nuisances

by the means recommended and maintain their premises in a sanitary manner in the future; and that the Health Commissioner be directed to issue the order on behalf of the Board. Ayes: Dr. Varian, Mr. Hines, Mr. Alloway, Mrs. Price, Mr. Henschen. Nays: none. Motion carried.

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

Mr. Kauffman presented the following requests for variance from established codes.

##### ***T&C Farm Inc., 7000 SR 274 West, Huntsville***

Thomas Pugh, representing T&C Farm Inc., requested variance to place a well on Lot 19 at 7700 SR 366, Russells Point, that would be two (2) feet from the house, one (1) foot from the property line, and in the driveway. Ohio Administrative Code 3701-28 requires a well be 10 feet from a house, 10 feet from a property line, and five (5) feet from a drive. Sanitarian Lisa Engle recommended approval as the only possible location.

##### ***Steve Mericle, 9161 Grove Road, Bluffton***

Mr. Mericle requested variance to place a well at 14203 Basswood, Lakeview, which would be 10 feet from the road, six (6) feet from the house, and two (2) feet from the drive. Ohio Administrative Code 3701-28 requires a well be 10 feet from a house, 25 feet from a road, and five (5) feet from a drive. Sanitarian Lisa Engle recommended approval as the only possible location.

Following review of both requests, it was moved by Dr. Varian and seconded by Mr. Alloway that the Board approve the individual variances, to become invalid with the availability of central water supply. Ayes: Mrs. Price, Mr. Henschen, Mr. Hines, Mr. Alloway, Dr. Varian. Nays: none. Motion carried.

#### **IN THE MATTER OF PROBATIONARY EVALUATIONS – R. HARTLEY/P. O’NEIL-TESTER**

Director of Nursing Mrs. Schroer presented favorable six month probationary evaluations for WIC Peer Helpers Renee Hartley and Paige O’Neil-Tester as completed by their supervisor Christina Bramlage. It was moved by Mr. Henschen and seconded by Mr. Alloway that the Board recognize completion of the probationary period for both employees and authorize their permanent hire. Ayes: Dr. Varian, Mr. Hines, Mrs. Price, Mr. Alloway, Mr. Henschen. Nays: none. Motion carried.

#### **IN THE MATTER OF QUARTERLY IMMUNIZATION FEES ADJUSTMENT**

Director of Nursing Kay Schroer presented the current schedule of adult and child private pay (non-VFC or ODH provided) vaccines for quarterly adjustment based on actual costs. It was moved by Dr. Varian and seconded by Mrs. Price that the Board approve the adjustment of Pneumovax from \$60.00 to \$70.00 effective July 1, 2011. Ayes: Mr. Hines, Mr. Alloway, Mr. Henschen, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

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

The Director of Nursing reported on the activities of the Home Health Agency. She noted that the nurses have been very busy, and that occupational therapy visits have started to increase with the availability of more therapists with the new contractor. Mrs. Schroer then offered the following April 2011 nursing division statistics:

Home Health: 47 patients; 17 admissions; 210 RN visits; 73 HHA visits; 87 PT visits; 66 OT visits

Public Health: 3 nursing visits; 1 lead case management; 2 blood pressure clinics/20 clients; 20 blood sugar checks; 2 TB clinic/21 skin tests; 1 ARC client/1 test; 8 BCMH visits/35 contacts; 3 newborn home visits; 1 bereavement visit/1 contact

Communicable Disease: 20 confirmed- Chlamydia (15); Hepatitis C (2); Campylobactor (2); Influenza (1)

Immunization Program: 43 child clients/153 injections; 33 adult clients/43 injections; 4 flu shots

Women, Infants and Children: 29 new clients; 145 recertifications; 1032 total participants

School Health: 4 school visits (Riverside); Screenings: 51 vision/12 referral; 51 hearing/0 referrals

**IN THE MATTER OF FINANCIAL REPORT REVIEW**

Administrator Lisa G. Downing presented financial reports for the month of April, with routine expenditures noted and revenue slightly ahead of projections. It was moved by Mr. Hines and seconded by Mr. Henschen that the Board authorize President Spath to approve review of the reports. Ayes Mrs. Price, Dr. Varian, Mr. Alloway, Mr. Henschen, Mr. Hines. Nays: none. Motion carried.

**IN THE MATTER OF ROUTINE BOOKKEEPING**

It was moved by Dr. Varian and seconded by Mr. Hines that the Board confirm the following intrafund transfers of appropriated funds as completed by the Administrator to meet current obligations. Ayes: Mr. Alloway, Mr. Henschen, Mr. Alloway, Mr. Hines, Dr. Varian. Nays: none. Motion carried.

***District Health Fund 063***

- \$10,000.00 FROM 063-450-01110 Workers Compensation TO 063-450-01025 Supplies
- \$5,000.00 FROM 063-450-01110 Workers Compensation TO 063-450-01080 Repairs/Service

**IN THE MATTER OF CONSULTING AGREEMENT – ORGANIZATIONAL RESOURCES GROUP**

It was moved by Mr. Henschen and seconded by Dr. Varian that the Board enter into an agreement with Organizational Resources Group of Worthington, Ohio, to facilitate priority setting work sessions for staff, management, Board members and stakeholders as a precursor to strategic planning, at a fee of \$2500.00 paid from Ohio Department of Health Performance Management Capacity Project funds. Ayes: Mr. Hines, Mr. Alloway, Mrs. Price, Dr. Varian, Mr. Henschen. Nays: none. Motion carried.

**IN THE MATTER OF FINANCIAL AUDIT REPORT**

The Administrator summarized the draft report of the health district's financial audit for fiscal years 2009 and 2010, recently released by the Auditor of State. The report noted no deficiencies, material weaknesses or instances of noncompliance, and for that reason Ms. Downing stated she and the Health Commissioner opted to waive the audit exit conference. It was moved by Dr. Varian and seconded by Mrs. Price that the Board accept the report and confirm waiver of the exit conference. Ayes: Mr. Alloway, Mr. Hines, Mr. Henschen, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

**IN THE MATTER OF RESIGNATION- L. COLLINS**

It was moved by Mr. Hines and seconded by Mr. Henschen that the Board accept the sudden resignation of Emergency Preparedness Coordinator/PIO Laurie Collins effective June 3, 2011, to pursue an offer from the United States Department of Labor to coordinate debris removal efforts in the state of Missouri related to the recent devastating tornadoes. Ayes: Mr. Alloway, Mrs. Price, Dr. Varian, Mr. Henschen, Mr. Hines. Nays: none. Motion carried.

**IN THE MATTER OF HEALTH COMMISSIONER COMMENTS**

Health Commissioner Dr. Boyd Hoddinott reviewed the events leading up to the loss of vaccine due to malfunction of the walk-in cooler thermostat, including lessons learned and new safeguards to be enacted for a variety of systems within the health district. He also spoke briefly on his attendance at the recent Public Health Combined Conference, and reminded members of the upcoming priorities setting workshop on June 22 at 8:30 a.m. at Crossroad Business Center.

**IN THE MATTER OF ADJOURNMENT**

Confirming the next regular meeting at 1:00 p.m. on Wednesday, July 6, 2011, Mr. Spath adjourned the meeting at 2:05 p.m. without opposition.

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Don Spath, President

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Boyd C. Hoddinott, M.D., Secretary