



The Board of the Logan County Health District met in rescheduled regular session on Wednesday, July 11, 2018. President Harrison called the meeting to order at 1:05 p.m. followed by the pledge to the flag. Members present on roll call: Mr. Harrison, Mrs. Watkins, Mrs. Collins, constituting a quorum with the President voting. Staff members present were Health Commissioner Dr. Boyd C. Hoddinott, Administrator Lisa G. Brown, Environmental Health Director Timothy M. Smith, Director of Nursing Kelly Reaver, and Assistant to the Health Commissioner Donna Metzler, S.I.T. David Miller, and Environmental Aide S. Alexis Zaborniak. Mandy Loehr of the *Bellefontaine Examiner* was also in attendance.

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

It was moved by Mrs. Watkins and seconded by Mrs. Collins that the Board approve the minutes of the June 6, 2018, meeting as mailed. Ayes: Mr. Harrison, Mrs. Collins, Mrs. Watkins. 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 June 8, 15, 22, and 29, and July 6, 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: Mr. Harrison, Mrs. Watkins, Mrs. Collins. Nays: none. Motion carried.

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

No one was present for this portion of the meeting.

#### **IN THE MATTER OF INTRODUCTION – ENVIRONMENTAL AIDE**

Environmental Health Director Timothy M. Smith introduced newly-hired part time Environmental Aide S. Alexis Zaborniak, commenting on her background, education, and health district duties. She was warmly welcomed by the members of the Board.

#### **IN THE MATTER OF BOARD ACTION UPDATES**

Mr. Smith updated the Board on the status of previous matters.

#### ***Gilbert C. Myers, 313 Linden Street, Bellefontaine, owner of 300 North Detroit Street, Apt. B, Bellefontaine; and Rita Cook, renter***

The health district was informed that Rita Cook had passed away and now the owner is proceeding with cleaning the apartment.

#### ***Melissa J. Zellers, 720 Hickory Hollow Road, Troy; new owner of the former JeeDee Monk property, 14215 Oakwood Avenue, Lakeview***

Ms. Zellers received her Board order to remove structures and solid wastes within 30 days. She has a contract to tear the house down, and a follow-up inspection will be conducted at the end of July.

#### ***Donnie Williams (c/o Jeff Williams), 11575 Ash Avenue, Lakeview***

Mr. Williams did not claim the Board order sent certified to mow the lot, repair the manufactured home to a livable condition, or remove it and all associated solid wastes to a licensed disposal facility within 30 days of receipt of the order. A condemnation notice was posted on the structure to prevent it from being occupied by any future residents. A follow-up inspection is planned for in nine (9) days from the date that the order was posted again through regular mail.

#### ***Sharon Wellnitz Estate (c/o Rob Wellnitz), 636 High Avenue, Russells Point***

The Board order sent through certified mail to remove a large trash pile has yet to be claimed.

#### **IN THE MATTER OF FOOD SERVICE VIOLATIONS**

***Village Pantry, LLC, licensee of Village Pantry # 5721, 209 SR 708, Russells Point***

On July 10, 2018, Sanitarian-in-Training David Miller documented violations of Ohio Administrative Code 3717-1-04.5 A for unclean food equipment and 3717-1-06.4 B for unclean floors, both for the fourth time. Mr. Miller addressed the Board regarding the situation and displayed photographs. It was moved by Mrs. Collins and seconded by Mrs. Watkins that the Board issue an order to correct the violations within three (3) days of receipt of the order; and further, that the licensee be ordered to appear for a license suspension hearing at the next regular Board of Health meeting in August if compliance with the order is not attained. Ayes: Mr. Harrison, Mrs. Watkins, Mrs. Collins. Nays: none. Motion carried.

#### **IN THE MATTER OF BOARD INFORMATION – VARIANCE PROTOCOL**

As a matter of Board information, Mr. Smith outlined the protocol for Private Water and Home Sewage System variances per Ohio Administrative Codes 3701-28 and 3701-29, respectively. He also provided excerpts from Ohio Statutes Title [37] XXXVI Health – Safety – Morals Chapter 3718: Sewage Treatment Systems for further research by Board members.

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

##### ***Diane L. Brodie, 8839 Auditorium Street, Orchard Island, Lakeview***

Ms. Brodie requested variance from OAC 3701-28-07 (J) & (G) for having to drill an emergency well only three (3) feet from the property line and 10 feet from a public road (alley), where 10 feet and 25 feet are required, respectively. Sanitarian Lisa Engle recommended approval as no other option exists on the lot that would not require even greater variance issues. It was moved by Mrs. Collins and seconded by Mrs. Watkins that the Board grant the variance. Ayes: Mr. Harrison, Mrs. Watkins, Mrs. Collins. Nays: none. Motion carried.

##### ***David Holsinger, 329 Penwood Court, Pataskala***

Mr. Holsinger requested variance from OAC 3701-28-07 (J) (10) to drill a well only five (5) feet from a sealed well at 8967 Walnut Street, Avondale, Lakeview. The code requires 10 feet, and Sanitarian Lisa Engle recommended approval as locating the new well 10 feet from the old well to be sealed would require a variance for distance from the public road. It was moved by Mrs. Watkins and seconded by Mrs. Collins that the Board grant the variance. Ayes: Mr. Harrison, Mrs. Collins, Mrs. Watkins. Nays: none. Motion carried.

#### **IN THE MATTER OF SEWAGE OPERATION AND MAINTENANCE PROGRAM UPDATE**

A statewide sewage code that superseded local county sewage regulations went into effect on January 1, 2015. Health Districts have been required to develop a sewage Operation and Maintenance (O&M) Program to assess the operating conditions of all private sewage systems within their jurisdiction. The Ohio Department of Health (ODH) has begun conducting surveys of local health districts to determine the extent of their compliance with the code's requirements and expects to survey every county within three years. The sewage code gives maximum limits for the implementation and continuation of such programs. The state does allow for some variation for each county to accomplish ODH's stated goal of preventing pollution to the environment by repairing or replacing failing sewage systems. All existing home sewage treatment systems (HSTS) are required to have renewable operation permits. Presently, Union and Shelby counties have already enacted their O&M programs. Champaign County has an annual operation permit for aerobic-type home sewage systems. An OEPA sewage grant program is available to help pay for the costs of correcting failed sewage systems. A revised sewage grant application (which states that sewer line connections and repairs also now qualify for assistance) and the associated poverty guideline charts have been posted on the Logan County Health District website. The Environmental Health Division is continuing with the input received to date from stakeholders to develop a timeline and process for phasing in O&M management for all prior installed home sewage systems according to the risk factors of system age, complexity due to mechanical components and risks to public health.

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

Director of Nursing Kelly Reaver offered the following report of nursing division activities, and reviewed May 2018 statistics as listed.

- In response to the state-wide outbreak, a Hepatitis A clinic was held at the Logan County Jail on 7/10 using State funded vaccine and Logan County Medical Reserve Corp volunteer nurses. 26 inmates and 31 staff were immunized.
- Logan County WIC will be participating in "The BIG latch on 2018", an event that brings together breastfeeding mothers and encourages them to support each other while also showing them community support. Last year mothers

traveled out of county to be a part of this movement that encompassed 23 countries and over 50,000 recorded latches. The WIC program continues to show a very slow decline in new clients.

- BCMH contacts are up and visits are comparable to this time last year. These numbers will show a decline for June due to a temporary additional staff shortage.
- Newborn Home Visits are down at 27 this year compared to 52 this time last year.
- Immunizations remain steady with 128 children and 62 adults to date this year, as compared to 148 children and 70 adults in 2017.
- Infectious disease total numbers are still up, but with a slight decline in chlamydia and gonorrhea cases year to date. New hepatitis C cases are more than double the number compared with the same period last year. Gastro intestinal illness numbers have also been a part of the rise in overall numbers.
- Narcan Grant data has been reported to Ohio Mental Health and Addiction Services, and we are awaiting the allocation of funding to purchase additional Narcan for our local/county law enforcement, fire and EMS.

Public Health: 6 active lead cases; 24 TB skin tests; 2 BCMH visits/42 contacts; 7 newborn home visits; 2 head lice checks

Immunization Program: 21 child clients; 26 adult clients; 4 flu shots

Women, Infants and Children: 36 new clients; 61 recertifications; 616 total participants

Communicable Disease: Chlamydia (11); Gonorrhea (2); Hepatitis C (4); Other (3)

Health Education: 1 health fair/130 participants; 6 staff trainings/meetings; 3 public classes

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

Assistant to the Health Commissioner Donna Metzler offered an update on planning activities of the health district including Data Gathering Analysis training; Branding training; Public Health Perception survey; and Health Care in Ohio survey. Ms. Metzler also announced that the draft of the completed 2018 Community Health Needs and Risk Assessment has been released, and will be reviewed for prioritization and the next steps to take at a Community Call to Action on Wednesday, July 18.

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

Administrator Lisa G. Brown presented financial reports for the month of May, noting receipt of second quarter landfill monitoring funds from the Logan County Solid Waste Management District and typical expenditures. It was moved by Mrs. Watkins and seconded by Mrs. Collins that the Board authorize President Harrison to approve review of the reports. Ayes: Mr. Harrison, Mrs. Watkins, Mrs. Collins. Nays: none. Motion carried.

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

It was moved by Mrs. Collins and seconded by Mrs. Watkins that the Board confirm the following transfers of appropriated funds to meet current expenses completed by the Administrator during the month of June. Ayes: Mr. Harrison, Mrs. Collins, Mrs. Watkins. Nays: none. Motion carried.

#### ***Public Health Infrastructure Fund 055***

- \$700.00 FROM 055-450-01110 Workers Compensation TO 055-450-01055 Contracts
- \$400.00 FROM 055-450-01020 Salaries TO 055-450-01025 Supplies

#### **IN THE MATTER OF NOTICE OF AWARD – PUBLIC HEALTH EMERGENCY PREPAREDNESS FY19**

It was moved by Mrs. Watkins and seconded by Mrs. Collins that the Board accept the grant award of \$71,541.00 to fund the Public Health Emergency Preparedness program for the period 7/1/18 to 6/30/19. Ayes: Mr. Harrison, Mrs. Collins, Mrs. Watkins. Nays: none. Motion carried.

**IN THE MATTER OF EMERGENCY FEES ADOPTION – BUILDING REVIEW/BUILDING SITE VISIT**

The Environmental Health Director announced it had come to his attention that fees established by the Board on November 1, 2017, with an effective date of January 1, 2018, for Building Review and Building Site Visit did not follow established protocol. Following discussion on ways to remedy this situation, it was moved by Mrs. Collins and seconded by Mrs. Watkins that the Board amend establishment of the original fees to be an emergency adoption. Ayes: Mr. Harrison, Mrs. Watkins, Mrs. Collins. Nays: none. Motion carried.

**IN THE MATTER OF AMENDING LCHD REGULATION #40 – WELL VARIANCE APPLICATION FEE**

It was the determination of the Board to suspend the three (3) reading rule and adopt the following resolution on an emergency basis.

**RESOLUTION 2018-04**

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, and Private Water System environmental health programs in the health district.

It was moved by Mrs. Collins that that Board adopt the following Resolution.

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:

SECTION I

1.6 Persons seeking to install a new private water system shall be charged accordingly:

	Local	State
11. Variance Application Fee	\$ 50.00	\$ 00.00

Mrs. Watkins seconded the motion, and on roll call the vote was as follows: Mr. Harrison- aye; Mrs. Watkins- aye; Mrs. Collins- aye.

This Resolution is hereby declared adopted on this 11<sup>th</sup> day of July in the year 2018, and shall be in full force and effect on August 1, 2018.

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Robert G. Harrison, President

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Boyd C. Hoddinott, Secretary

**IN THE MATTER OF AMENDING LCHD REGULATION #26 –**

**SEWAGE VARIANCE APPLICATION FEE**

It was the determination of the Board to suspend the three (3) reading rule and adopt the following resolution on an emergency basis.

**RESOLUTION 2018-05**

A Resolution amending Regulation No. 26, providing for the protection of the public health and safety of the citizens of the Logan County General Health District.

It was moved by Mrs. Watkins that that Board adopt the following Resolution.

BE IT RESOLVED by the Board of Health of the Logan County Health District that APPENDIX: FEES of Regulation No. 26 be amended to wit:

APPENDIX: FEES

(13) Application for Sewage System Variance. \$50.00

Mrs. Collins seconded the motion, and on roll call the vote was as follows: Mr. Harrison- aye; Mrs. Collins- aye; Mrs. Watkins- aye.

This Resolution is hereby declared adopted on this 11<sup>th</sup> day of July in the year 2018, and shall be in full force and effect on August 1, 2018.

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Robert G. Harrison, President

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Boyd C. Hoddinott, Secretary

**IN THE MATTER OF CONTRACT RENEWAL REVISION – EPIDEMIOLOGICAL SERVICES**

It was moved by Mrs. Collins and seconded by Mrs. Watkins that the Board approve minor language changes to the Epidemiology Services contract with Delaware General Health District for the period July 1, 2018, to June 30, 2019, as recommended by the Delaware County Prosecutor and concurred by the Logan County Prosecutor, with the contract services and rate to remain the same as the original agreement. Ayes: Mr. Harrison, Mrs. Watkins, Mrs. Collins. Nays: none. Motion carried.

**IN THE MATTER OF MARY RUTAN HOSPITAL MATERNITY UNIT LICENSURE APPLICATION**

The annual license renewal application for the Mary Rutan Hospital maternity unit was next considered. Following statement by the Health Commissioner that the health district is not aware of any health code violations, it was moved by Mrs. Watkins and seconded by Mrs. Collins that the Board approve the maternity licensure application, and on roll call the vote was as follows: Mr. Harrison- aye; Mrs. Collins- aye; Mrs. Watkins- aye. Nays: none. Motion carried.

**IN THE MATTER OF POSITION DESCRIPTION REINSTATEMENT/CREATION – PHN2**

It was moved by Mrs. Collins and seconded by Mrs. Watkins that the Board authorize reinstatement of Public Health Nurse 2 Position Description number 13002.5 with the employment status of part-time; and creation of new Public Health Nurse 2 Position Description number 13003.5 with the employment status of part-time. Ayes: Mr. Harrison, Mrs. Watkins, Mrs. Collins. Nays: none. Motion carried.

**IN THE MATTER OF HIRING CONFIRMATION – PART-TIME ENVIRONMENTAL AIDE**

It was moved by Mrs. Collins and seconded by Mrs. Watkins that the Board confirm the hiring of Sarah Alexis Zaborniak as part-time Environmental Aide effective June 18, 2018, with placement at Grade 10, Starting Step on the salary scale, being \$11.04 hourly for 56 biweekly hours, subject to a 180-day probationary period. Ayes: Mr. Harrison, Mrs. Watkins, Mrs. Collins. Nays: none. Motion carried.

**IN THE MATTER OF RESIGNATION – WIC PEER HELPER**

It was moved by Mrs. Watkins and seconded by Mrs. Collins that the Board accept the resignation of WIC Peer Helper Amber Brown, effective August 3, 2018. Ayes: Mr. Harrison, Mrs. Collins, Mrs. Watkins. Nays: none. Motion carried.

**IN THE MATTER OF RETIRE/REHIRE – SANITARIAN-IN-TRAINING**

It was moved by Mrs. Watkins and seconded by Mrs. Collins that the Board accept the resignation for the purpose of retirement of Sanitarian-in-Training David Miller, effective July 27, 2018; and further, that the Board authorize his rehire following the 60 day separation required by the Ohio Public Employees Retirement System, on or after October 1, 2018. Ayes: Mr. Harrison, Mrs. Collins, Mrs. Watkins. Nays: none. Motion carried.

**IN THE MATTER OF HEALTH COMMISSIONER COMMENTS**

Health Commissioner Dr. Boyd Hoddinott offered praise of the entire health district staff, stating that even in these challenging economic times they work well together, care for each other, and work very hard.

**IN THE MATTER OF ADJOURNMENT**

Confirming the date of the next regular meeting for 1:00 p.m. on Wednesday, August 1, 2018, Mr. Harrison adjourned the meeting at 2:12 p.m. without opposition.

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Robert G. Harrison, President

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Boyd C. Hoddinott, M.D., Secretary