



Seneca County General Health District

Board of Health Meeting Minutes

Board of Health Meeting

September 23, 2021 at 6:00 pm

Seneca County Services Building, Conference Room A

Board Members Roll Call:

Dr. Mark Akers - Excused

Ann Sacksteder - Excused

Bonnie Boroff - Yes

Philip Steyer - Excused

Edward Logsdon - Yes

Robert Watson - Yes

Scott Lyons - Yes

Jimmie Young - Yes

Other's Present:

Anne Goon, MS, RD, LD, Health Commissioner

Anita Gaietto, Fiscal Director

Andrea Cook, BSN RN, Director of Nursing

Trisha Kahler, RD LD, WIC Division

Laura Wallrabenstein, MA RS, Director of Environmental Health

Lisa England, Registrar

Mary Traxler, RN

Betsy Miller, RN

Meranda Koehl, RN

Guest:

McKenzie Posey

Ben Nutter, Sunny Farms Landfill

Welcome, Roll Call and Pledge of Allegiance

With quorum present, Mr. Young called the regularly scheduled board meeting to order on September 23, 2021 at 6:03 pm; he then presided over the Pledge of Allegiance.

Approve Temporary Appointment of Board of Health Member Resolution #2021.09*

Mr. Young requested a motion to approve Temporary Appointment of Board of Health Member McKenzie Posey until March 2022 Resolution #2021.09. Mr. Lyons made a motion to approve Temporary Appointment of Board of Health Member McKenzie Posey. Mr. Logsdon seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Public Concerns/Requests - None

Public Health In-service

Ms. Goon gave an in-service on Ohio Sunshine laws. Ms. Goon presented a video which provided an overview of the Sunshine Laws requirements. It also informed the Board of Health of the importance of these laws and responsibility for public offices to comply. The video defines the Ohio Public Records Act and the Ohio Open Meetings Act. The video discussed what a public record is and how public offices are to handle request for those records. The video also discussed the temporary changes due to the Covid-19 Pandemic in the Ohio Open Meetings Act. The video also reviewed the rules for Executive Sessions.

Approval of Minutes

Mr. Young requested a motion to approve the minutes from the August 26, 2021 meeting. Mr. Watson made a motion to approve the minutes from the August 26, 2021 Board of Health Meeting. Mr. Lyons seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – abstain. Mr. Lyons – Yes. Mrs. Posey – abstain. Mr. Watson – Yes. Mr. Young – Yes.

Sub Committee Report – None

Financial Report

The Monthly Financial Report for August 2021 shows revenue for the month of \$415,195.05 and revenue year to date of \$3,655,332.44. Expenses for the month were \$526,953.47 and year to date expenses totaled \$3,257,438.43.

Mr. Young requested approval of the Monthly Financial Report for August 2021. Mrs. Boroff made a motion to approve the Monthly Financial Report for August 2021. Mr. Logsdon seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Expenditures

Mr. Young requested approval of the previous month's expenditures. Mr. Lyons made a motion to approve the expenditures as presented. Mr. Watson seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Out of County Meetings/Travel

Mr. Young requested a motion to approve Out of County Meetings and Travel requests provided in board packets. Mrs. Posey made a motion to approve the Out of County Meetings and Travel. Mr. Logsdon seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Advances/Repayments/Transfers

Mr. Young requested a motion to approve Advances, Repayments, and Transfer List provided in board packets. Mr. Watson made a motion to approve the Advances, Transfer List and Appropriations Transfer. Mr. Lyons seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Supplements

Mrs. Young requested a motion to approve Supplements:

- a. Fund 7089 Construction and Demolition Debris \$170,000.00
- b. Fund 7164 Home Sewage Treatment Systems \$31,199.00

Mr. Logsdon made a motion to approve the Supplements. Mrs. Boroff seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Contracts

Mr. Young requested a motion to approve the following Contracts:

- a. The Baldwin Group, Inc., for software maintenance and support for HDIS program, 10/23/2021-10/22/2022, not to exceed \$3,013.49(payer)
- b. A&D Excavating, LLC, for home sewage treatment systems installation (Kromer property), 09/13/2021-01/10/2022, not to exceed \$19,674.00 (payer)
- c. Pine View Excavating, LLC, for home sewage treatment systems tap-in (Durst property), 09/13/2021-12/11/2021, not to exceed \$9,500.00 (payer)

Mr. Logsdon made a motion to approve the Contracts. Mr. Lyons seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Resolutions - None

Division Reports

WIC

Mr. Young turned the floor over to the Director of the WIC Division, Trisha Kahler, RD LD. Mrs. Kahler reviewed her report included in board member's packet.

The board discussed the Farmers Market coupon booklets that WIC is giving out.

Nursing

Mr. Young turned the floor over to the Director of Nursing, Andrea Cook, BSN RN. Ms. Cook reviewed her report included in board member's packet.

Ms. Cook introduced newly hired public health nurse Betsy Miller RN.

Ms. Cook also shared with the Board of Health that we will be starting Pfizer booster doses soon. They will be available by appointment.

Environmental Health

Mr. Young turned the floor over to the Director of Environmental Health, Laura Wallrabenstein, MA RS. Mrs. Wallrabenstein reviewed her report included in board member's packet.

Condemnations

Mrs. Wallrabenstein presented for condemnation, property located at:

1. 301 E. Lytle St. Fostoria, OH 44830
Owned by: Kimberly Tucker, 932 N. Union St. Fostoria, OH 44830

Mr. Young requested a motion to approve the condemnation of the presented property Mr. Lyons made a motion to approve the condemnation of the presented property. Mr. Logsdon seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Mrs. Wallrabenstein presented for condemnation, property located at:

1. 5726 N SR 53 Tiffin, OH 44883 – in Fort Seneca
Owned by William G. Cupples (same address)

Mr. Young requested a motion to approve the condemnation of the presented property. Mrs. Posey made a motion to approve the condemnation of the presented property. Mrs. Boroff seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Rescind

Mrs. Wallrabenstein presented for rescind of condemnation, properties located at:

1. 133 E. Fourth St. Fostoria, OH 44830
Owned by: Regina Russo, 2410 Foxfire Lane Findlay, OH 45840
2. 253 Sycamore St. Fostoria, OH 44830
Owned by: Joseph & Brian Cline 445 Angela Drive Fostoria, OH 44830
3. 12400 W. Axline Poplar Village Lot #63 Fostoria, OH 44830
Owned by: HAP III LP C/O Poplar Village MHP PO Box 1649 Oakdale, CA 95361

Mr. Young requested a motion to approve the rescind condemnation of the presented properties. Mr. Logsdon made a motion rescind condemnation of the presented properties. Mrs. Boroff seconded the

motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Mrs. Wallrabenstein updated the board on the lift station at Poplar Village in Fostoria.

Landfill update

The Board emailed an updated landfill report by Austin Nainiger prior to the meeting.

Mr. Nutter from Sunny Farms Landfill updated the Board.

First reading of 2022 proposed food fees:

<u>FOOD SERVICE CATEGORY</u>	<u>CURRENT LOCAL FEE</u>	<u>PROPOSED FEE (2022)</u>
Commercial Risk 1 <24,999 sq. ft.	\$129.26	\$154.70
Commercial Risk 1I <24,999 sq. ft.	\$145.45	\$174.26
Commercial Risk 1II <24,999 sq. ft.	\$276.91	\$333.04
Commercial Risk 1V <24,999 sq. ft.	\$350.74	\$422.21
Commercial Risk I >25,000 sq. ft.	\$186.25	\$223.53
Commercial Risk II >25,000 sq. ft.	\$195.96	\$235.27
Commercial Risk III >25,000 sq. ft.	\$691.38	\$833.65
Commercial Risk IV >25,000 sq. ft.	\$732.82	\$883.71
Mobile	\$222.69	\$215.55
Vending	\$11.69	\$ 11.85
Temporary	\$65.00	\$ 70.00

Late Fee: 25% of Local Fee.

Plan Review Fees: Class 1 or 2 = \$250.00

Class 3 or 4 = \$300.00

Level 2 Proctor = \$40.00

Additional inspection fee = \$50.00 for plan reviews

There will be a public hearing for the food fees held in the basement conference room of the Health Department on Thursday, October 28, 2021 from 4:00 p.m. to 5:00 p.m.

Health Commissioner

Mr. Young turned the floor over to the Health Commissioner, Anne Goon, MS, RD, LD. Ms. Goon report was handed out in the Board Member’s folders.

Ms. Goon reviewed the Board members CEU required hours for the year.

Ms. Goon also announced that the Health Insurance Committee presented to the Seneca County Commissioners today, there will be no change in premium for 2022 but will add an Employee Assistant Program for all employees. Health Savings Contribution will be decided later in the budget process.

Ms. Goon discussed a position classification plan with the Board. There are two nurse positions that Ms. Goon requested to change from a PHN 1 to a PHN 2.

Mr. Lyons made a motion to approve the reclassification of Mary Traxler RN and Meranda Koehl RN from PHN 1 to PHN 2. Mr. Logsdon seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Ms. Goon is planning a site visit with Chris Lund from Gershman, Brickner & Bratton, Inc. He is the Health Department's landfill consultant. Mr. Lund will be coming in mid-October.

Ms. Goon had Ms. Cook explain the PCG group's role in the Pandemic response and how with the increase in cases the Health Department has had to step back in to help with the case load. Betsy Miller also spoke on the Health Department's efforts for Pandemic response.

Ms. Goon discussed the Covid case increase in Seneca County and its impact on health care.

Ms. Goon presented different options for updating the Health Department logo.

Employee Related Actions - None

Unfinished Business

Policies

Mr. Young requested a motion to approve the Board of Health Orientation Policy. Mr. Lyons made a motion to approve the Board of Health Orientation Policy. Mr. Logsdon seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Mr. Young requested a motion to approve the Board of Health Consent Agenda Policy. Mr. Lyons made a motion to approve the Board of Health Consent Agenda Policy. Mr. Logsdon seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mr. Watson – Yes. Mr. Young – Yes.

New Business

Flu prices for 2021-2022 season effective 9/17/2021

Private Pay

6-35 months - \$21.00

3 years and up - \$21.00

65 & up(hi dose) - \$60.00

Insurance

6-35 months - \$31.50

3 years and up - \$31.50

65 & up(hi dose) - \$94.63

Mrs. Boroff made a motion to approve the 2021-2022 flu prices changes effective as presented. Mrs. Posey seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Adjournment

Mrs. Boroff made a motion to adjourn the meeting. Motion carried. Meeting adjourned at 7:56 p.m.

The next Board of Health meeting is scheduled for October 28, 2021, 6:00pm at Seneca County Services Building, Conference Room A.

Board of Health President

Board of Health Secretary