



Seneca County General Health District

Board of Health Meeting Minutes

Board of Health Meeting

February 24, 2022 at 6:00 pm

Meeting Via Zoom due to COVID-19

Board Members Roll Call:

Dr. Mark Akers - Excused	Ann Sacksteder - Yes
Bonnie Boroff - Yes	Philip Steyer - Yes
Edward Logsdon - Yes	Robert Watson - Yes
Scott Lyons - Yes	Jimmie Young - Yes
McKenzie Posey - Yes	

Other's Present:

Anne Goon, MS, RD, LD, Health Commissioner
Anita Gaietto, BBA, Fiscal Director
Andrea Barrell, BSN, RN, Director of Nursing
Trisha Kahler, RD, LD, WIC Division
Laura Wallrabenstein, MA, RS, Director of Environmental Health
Lisa England, Registrar
Austin Nainiger, EHST

Guest:

Welcome, Roll Call and Pledge of Allegiance

With a quorum present, Mr. Young called the regularly scheduled board meeting to order on February 24, 2022, at 6:00pm; he then presided over the Pledge of Allegiance.

Approval of Consent Agenda

Mr. Young requested a motion to approve the Consent Agenda.

- a. Minutes from Previous Meetings – 01/27/2022
- b. WIC Division Report – Trisha Kahler, RD LD
- c. Nursing Division Report – Andrea Barrell, RN, BSN
- d. Environmental Division Report - Laura Wallrabenstein, MA RS
- e. Health Commissioner Activity Report– Anne Goon MS, RD, LD

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

Discussion took place about the use of the Farmer's Market coupons given out by WIC.

Committee Report – None

Health Commissioner Report

Mr. Young turned the floor over to the Health Commissioner, Anne Goon, MS, RD, LD. Ms. Goon gave a Covid-19 update for Seneca County.

Personnel Actions

Resolution to hire Employee - Resolution #2022.06 - Approving Employment of Melinda Cook as full time Clerk 1 in the Nursing Division effective 01/31/2022.

Mr. Young requested a motion to approve Resolution #2022.06 as read. Mrs. Sacksteder made a motion to approve Resolution #2022.06 as read. Mr. Logsdon seconded the motion. The motion carried upon roll

call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Mr. Young announced the resignation of Moselle Rider, Case Investigator/Public Health Nurse 1 effective 02/23/2022.

Policy Action - None

Condemnation

Mrs. Wallrabenstein presented the following properties for condemnation.

1. 106 S. Adams St. Fostoria, Ohio 44830
Owned by William Geckle – same address

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

Rescind Condemnations – None

Financial Transactions

Financial Report

The Monthly Financial Report for January 2022 shows revenue for the month of \$713,732.91 and revenue year to date of \$713,732.91. Expenses for the month were \$472,890.08 and year to date expenses totaled \$472,890.08.

Mr. Young requested approval of the Monthly Financial Report for January 2022. Mrs. Sacksteder made a motion to approve the Monthly Financial Report for January 2022. Mr. Watson seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Expenditures

Mr. Young requested approval of the previous month's expenditures. Mrs. Sacksteder made a motion to approve the expenditures 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. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Out of County Meetings/Travel – None

Out of State Travel

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

Advances/Repayments/Transfers

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

Supplements – None

Resolutions – None

OABH Membership

Mr. Young turned the floor over to Anne Goon to explain about the Ohio Association of Boards of Health Membership.

Mr. Young requested a motion to approve the OABH Membership. Mrs. Sacksteder made a motion to approve the OABH membership. Mrs. Boroff seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Contracts and Agreements

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

1. Geophyta, Inc., for home sewage treatment systems soil evaluation and system design (Schock property), 02/10/2022-03/26/2022, not to exceed \$2,620.00 (payer)
2. Geophyta, Inc., for home sewage treatment systems soil evaluation and system design (Hossler property), 02/10/2022-03/26/2022, not to exceed \$2,920.00 (payer)
3. Geophyta, Inc., for home sewage treatment systems soil evaluation and system design (Hamons property), 02/10/2022-03/26/2022, not to exceed \$2,920.00 (payer)
4. Geophyta, Inc., for home sewage treatment systems soil evaluation and system design (Godfrey property), 02/10/2022-03/26/2022, not to exceed \$2,920.00 (payer)

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

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

1. Youth Center Medical Services contract – for medical and health care services for the Seneca County Youth Center -- \$36.00 per hour for medical and health care services provided by BOH nurses; if Medical Director must make a visit to provide services - \$125.00 per hour, contract not to exceed \$19,330.00 – 3/1/22 through 12/31/22(payee)

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

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

1. Public Entities Pool of Ohio for annual liability insurance – 03/01/2022 – 02/28/2023 for liability insurance limit of \$2,000,000.00 - \$11,637.00
Optional increases - \$3,000,000.00 coverage – additional \$1,139.00; \$4,000,000.00 coverage – additional \$2,433.00; \$5,000,000.00 coverage – additional \$3,631.00(payer)

Mr. Logsdon made a motion to approve the agreement for \$3,000,000.00 liability insurance coverage from 03/01/2022 – 02/28/2023 for \$12,776.00. Mr. Steyer seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

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

1. Schneider Downs & Co, INC for timekeeping software and support, effective upon signatures for 12 months, not to exceed \$6,225.00(payer)

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

Public Health In-service – None

Public Concerns and Request

Mr. Young stated that the questions and comments sent during the meeting would be reviewed and responded to at a later date.

Executive Session

Mrs. Sacksteder made a motion at 7:07 pm. to go into Executive Session under Ohio Revised Code 121.22 G1 Personnel: to consider employee compensation. Mr. Logsdon seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Mr. Young announced at 7:32 pm that the board was out of Executive Session. No action was taken and upon a roll call vote, the regular board meeting resumed. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Mr. Logsdon made a motion to accept the revised compensation policy along with the salary schedule as presented. Mr. Lyons seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Mr. Steyer made a motion to accept the proposed wage adjustments for the individuals noted as presented by Ms. Goon. Mrs. Sacksteder seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Mrs. Sacksteder made a motion to adjourn the meeting. Motion carried. The meeting adjourned at 7:34 pm.

The next Board of Health meeting is scheduled for March 24, 2022, 6:00 pm, at Seneca County Services Building, Conference Room A.

Board of Health President

Board of Health Secretary