



# Seneca County General Health District Board of Health Meeting Minutes

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## **Board of Health Meeting**

March 24, 2022 at 6:00 pm

Meeting Via Zoom due to COVID-19

## **Board Members Roll Call:**

Dr. Mark Akers – Yes	Ann Sacksteder - Yes
Bonnie Boroff - Excused	Philip Steyer - Yes
Edward Logsdon - Yes	Robert Watson - Yes
Scott Lyons - Yes	Dr. Clay Wolph - 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. Logsdon called the regularly scheduled board meeting to order on March 24, 2022, at 6:00pm; he then presided over the Pledge of Allegiance.

## **Approval of Consent Agenda**

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

- a. Minutes from Previous Meetings – 02/24/2022
- 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. Posey made a motion to approve the Consent Agenda. Mr. Steyer seconded the motion. The motion carried upon roll call vote. Dr. Akers – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Dr. Wolph – Yes.

## **Committee Report** – None

## **Health Commissioner Report**

Ms. Goon reviewed the Seneca County General Health District Annual Report for 2021.

Ms. Goon also discussed Covid-19 data for the month.

Ms. Goon also made the board aware that the community health assessment survey had been received by the individuals who have been randomly selected to complete.

Ms. Goon next discussed the strategic planning process for 2022-2024. She presented 4 choices for the new logo to the board that the staff and board can vote on. Anne also discussed identifying our top 10 strengths, weaknesses, threats, and opportunities which she hopes to finish and present at next month's board meeting.

Ms. Goon presented and reviewed a flow chart which she and Austin Nainiger had created to explain the process and timeline for the Landfill permit to install application.

### **Personnel Actions**

1. Resignation of Brandi Spridgeon, Nursing Clerk, effective 03/18/2022
2. Accept the resignation of Alice Terry for purpose of retirement, effective 03/31/2022
3. Resolution 2022.07 Expressing Appreciation to Alice Terry

Ms. Goon read Resolution 2022.07 to the Board.

Mr. Logsdon requested a motion to approve the personnel actions as presented. Mr. Watson made a motion to approve the personnel actions as presented. Mr. Steyer seconded the motion. The motion carried upon roll call vote. Dr. Akers – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Dr. Wolph – Yes.

**Policy Action** – None

**Condemnation** – None

### **Rescind Condemnations**

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

1. 6625 W. CR. 6, New Riegel, OH 44853  
Owned by: Angela M Lowe, 359 9<sup>th</sup> Ave. Lot 13 Tiffin, Oh 44883

Mr. Logsdon requested a motion to approve the rescind condemnation of the presented property. Mr. Steyer made a motion to rescind condemnation of the presented property. Mr. Lyons seconded the motion. The motion carried upon roll call vote. Dr. Akers – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Dr. Wolph – Yes.

### **Variances**

Mr. Logsdon requested a motion to approve variances for Kurtzman Portable Toilets and Hoover Septic Tank cleaning to use CEU'S earned in 2022 for their 2022 registrations. Dr. Akers made a motion to approve the variances. Mr. Watson seconded the motion. The motion carried upon roll call vote. Dr. Akers – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Dr. Wolph – Yes.

### **Financial Transactions**

#### **Financial Report**

The Monthly Financial Report for February 2022 shows revenue for the month of \$202,267.34 and revenue year to date of \$916,000.25. Expenses for the month were \$525,870.98 and year to date expenses totaled \$998,761.06.

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

#### **Expenditures**

Mr. Logsdon 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. Dr. Akers – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Dr. Wolph – Yes.

## **Out of County Meetings/Travel – None**

### **Advances/Repayments/Transfers**

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

### **Supplements – None**

### **Resolutions – None**

### **Contracts and Agreements**

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

1. Ohio Department of Health for vaccine for children program provider services, 1/1/2022 - 12/31/2022; no money
2. Director of the Environmental Protection Agency of the State of Ohio, for water pollution control loan fund assistance, effective upon signatures, through 11/30/2023; not to exceed \$150,000.00 (payee)
3. Tamarac Medical for blood led testing services, effective upon signatures – indefinitely, no cost for test kits only shipping cost for test kits and \$14.95 per test for blood lead analysis
4. Permittium LLC., for online vital records request application services, 3/15/2022-3/14/2024, automatically renewed for successive one year terms; No money

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

### **Approve 2023 Appropriations**

Ms. Goon presented for board approval the anticipated revenue and expenses for 2023.

Mr. Logsdon requested a motion to approve the 2023 appropriations. Mr. Watson made the motion to approve 2023 appropriations. Mr. Lyons seconded the motion. The motion carried upon roll call vote. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Dr. Wolph – Yes.

### **Public Health In-service**

Ms. Goon presented an in-service on open meetings requirements. This in-service covered the key components of the Ohio Open Meetings Act and the temporary changes due to the Covid-19 Pandemic. These changes are in effect until June 30, 2022.

### **Election of 2022 Board President**

Mr. Steyer made a motion to nominate Mr. Logsdon as 2022 board President. Mrs. Sacksteder seconded the motion. The motion carried upon roll call vote. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Dr. Wolph – Yes.

### **Election of 2022 Board Vice President**

Mrs. Posey made a motion to nominate Mr. Lyons as 2022 board Vice President. Mr. Steyer seconded the motion. The motion carried upon roll call vote. Mr. Logsdon – Yes. Mr. Lyons – abstain. Mrs. Posey – Yes. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Dr. Wolph – Yes.

**Executive Session**

Mr. Logsdon requested a motion to go into Executive Session under Ohio Revised Code 121.22 G1 Personnel: to discuss personnel matters to consider appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official. Mrs. Posey made a motion at 7:42 pm. to go into Executive Session. Mrs. Sacksteder seconded the motion. The motion carried upon roll call vote. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Dr. Wolph – Yes.

Mr. Logsdon announced at 8:00 pm that the board was out of Executive Session. No action was taken, the regular board meeting resumed.

Mr. Steyer made a motion to adjourn the meeting. Motion carried. The meeting adjourned at 8:04 pm.

The next Board of Health meeting is scheduled for April 28, 2022, 6:00 pm, at Seneca County Services Building, Conference Room A.

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Board of Health President

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Board of Health Secretary