Seneca County Board of Health Meeting Minutes

The Seneca County Board of Health met Thursday, October 27, 2022, at the North Central Ohio Education Service Center, 928 W Market St, Tiffin, OH 44883. With a quorum present, Board President Mr. Edward Logsdon called the Board's regularly-scheduled monthly meeting to order at 6:00 pm, welcoming new Board members Natasha Vitte and Dr Zachary West. The Board then recited the Pledge of Allegiance.

Board Members Roll Call:

Mark Akers, MD –Present	Bonnie Boroff – Present	Edward Logsdon - Present
Scott Lyons – Present	McKenzie Posey – Present	Natasha Vitte – Present
Robert Watson – Present	Zachary West, DO – Present	Clay Wolph, DC - Present

Others 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, REHS, Director of Environmental Health
Lisa England, Registrar
Austin Nainiger, EHST
Harold Huffman, PhD, Emergency Planning & Injury Prevention Manager
Leslie Shaffer, PhD, Health Planning & Accreditation Manager

Guests:

See attached list

Approval of Consent Agenda

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

a. Minutes from Previous Meetings – 09/26/2022
b. WIC Division Report – Trisha Kahler, RD, LD
c. Nursing Division Report – Andrea Barrell, RN, BSN
d. Environmental Division Report (including Landfill report) - Laura Wallrabenstein, MA, REHS
e. Health Commissioner Activity Report – Anne Goon, MS, RD, LD
f. Proposed 2023 Holidays
g. Proposed 2023 Board of Health Meetings

Mr. Watson indicated he would like discuss the placement of more air quality monitors on the east and northeast sides of Sunny Farm Landfill; he would also like the Health District to use a different lab for water quality testing. Mr. Logsdon indicated it would be appropriate to discuss these items during the Action and Discussion section of the agenda.

Mr. Watson made a motion to approve the Consent Agenda. Dr. Akers seconded the motion. The motion carried upon roll call vote:

Mark Akers, MD –Yes	Bonnie Boroff – Yes	Edward Logsdon -Yes
Scott Lyons –Yes	McKenzie Posey – Yes	Natasha Vitte – Yes
Robert Watson – Yes	Zachary West, DO – Yes	Clay Wolph, DC - Yes

Health Commissioner Report

Ms. Goon provided several updates:

1. New Board of Health Member Orientation: Mrs. Vitte and Dr. West completed their initial orientation session on October 19, 2022.
2. Building Construction: County Maintenance Director John Logsdon recently reported to the County Commissioners that two major challenges have been encountered, which have increased project costs significantly and will delay completion until sometime in the spring of 2023.
3. Election to Board of Directors for Association of Ohio Health Commissioners (AOHC): Ms. Goon was elected by her peers as Vice President of the AOHC Board. A Board Resolution affirming her duties will be presented during the Action and Discussion section of the agenda.
4. Medical Reserve Corps (MRC) grant: The Seneca County General Health District has been awarded a $50,000 MRC grant by the National Association of County and City Health Officials (NACCHO). The purpose of the grant is to re-establish the Seneca County Medical Reserve Corps of medical and nonmedical professionals to help Health District staff respond in public health emergencies. Ms. Goon recognized Harold Huffman for submitting this successful grant application with the assistance of Finance Director Anita Gaietto.

Personnel Actions

Dr. Akers made a motion to approve the following personnel actions:

1. Resignation: Sarah Carpenter, Full Time Health Educator 1, effective 10/26/2022
2. Resignation: Rita Schank, Full Time Public Health Nurse 2, effective 10/11/2022
3. Resolution 2022.17 - approving payment for 2022 Staff Holiday Event from the Board of Health Fund (7060), not to exceed $750.00.
4. Resolution 2022.18 – establishing the Seneca County General Health District's health insurance premium contribution and health insurance rates for the calendar year 2023, effective for the January 1, 2023 premium, and contribution of Board funds to employee-owned Health Savings Accounts for 2023, as follows:
    - Health District's (employer) premium monthly contribution for health insurance coverage:

Employee only	$480.71	Employee and Spouse	$1,063.25
Employee and Children	$881.85	Family	$1,419.40

    - Health District's (employer) contribution to employee-owned Health Savings Accounts, distributed as outlined in Health District policy, for eligible employee that choose to enroll in the High Deductible Health Plan (Base Plan):

Single Plan	$800.00	Family Plans	$1,600.00

    - CEBCO (County Employee Benefits Company) will be the County's insurance carrier, and no insurance premium holiday will be offered in 2023.

Mrs. Vitte seconded the motion. The motion carried upon roll call vote:

Mark Akers, MD –Yes	Bonnie Boroff – Yes	Edward Logsdon -Yes
Scott Lyons –Yes	McKenzie Posey – Yes	Natasha Vitte – Yes
Robert Watson – Yes	Zachary West, DO – Yes	Clay Wolph, DC - Yes

Policy Action

Resolution 2022.19 Affirmation of Health Commissioner's Duties as Vice President of the Association of Ohio Health Commissioners (AOHC)

Ms. Goon was advised by the Board's legal counsel that public officials can serve in an official capacity

on non-profit boards (such as the Association of Ohio Health Commissioners) when specific criteria are met. Resolution 2022.19 affirms her duties as vice president of AOHC and addresses the four specific criteria outlined by the Ohio Ethics Commission.

The Board of Health discussed the time commitment, responsibilities, and Health District benefits of having Ms. Goon serve as the Vice President of the AOHC.

Resolution 2022.19 notes that being a member of the AOHC Board is an important and at times can be a time-consuming obligation. Participation on the AOHC Board carries with it a significant amount of responsibility and effort. The duties of an AOHC Board Member and Vice President may take approximately 50 hours and 525 miles per month; meetings are generally held in Columbus and Bowling Green. The Vice President of the AOHC Board leads planning efforts for the association's annual conference and participates in and contributes to the association's Executive Committee, Public Affairs Committee, and district meetings. Timely responses to pre- and post-meeting communications and actions may, at times, subordinate, disrupt, or delay the normal Health District activities of the Health Commissioner. The Board of Health recognizes the obligation to remunerate the Health Commissioner for both time and mileage when engaged in AOHC business.

Ms. Goon noted that these are liberal estimates of time and mileage necessary to serve on the AOHC Board as Vice President. Many AOHC-Board related meetings can be attended remotely, further reducing the time and mileage commitment. In return for her participation on this Board, the Health District will have the opportunity to participate in an important process, contribute to public health, and network with industry leaders.

Dr. Akers made a motion to approve Resolution 2022.19, which indicates:

1. The Seneca County Board of Health appropriates from its general fund an amount to pay the annual dues for the health commissioner's membership in a [non-profit] statewide association of health commissioners (i.e., AOHC), as permitted by Section 3709.38 of the Ohio Revised Code; and
2. The Board of Health formally appoints Anne Goon to AOHC's Board of Directors as its representative; and
3. The Board of Health instructs her to represent the Health District's interests while serving on the AOHC Board; and
4. Ms. Goon has no other conflicts of interest that would prevent her appointment as the Health District's representative to AOHC.

Mr. Lyons seconded the motion. The motion carried upon roll call vote:

Mark Akers, MD –Yes	Bonnie Boroff – Yes	Edward Logsdon -Yes
Scott Lyons –Yes	McKenzie Posey – Yes	Natasha Vitte – Yes
Robert Watson – Yes	Zachary West, DO – Yes	Clay Wolph, DC - Abstain

Property Condemnations

Mr. Logsdon presented the following properties for condemnation:

1. 161 Sandusky St, Fostoria, OH 44830; owned by Drew Snowden, 157 Sandusky St, Fostoria, OH 44830
2. 225 E. North St, Fostoria, OH 44830; owned by Jesse Little, 11271 SR 762, Orient, OH 43146
3. 449 Columbus Ave, Fostoria, OH 44830; owned by William Sayre, 310 S. Main St, Fostoria, OH 44830
4. 8702 W State Route 18, Lot 64, Fostoria, OH 44830; owned by Justin Schmitz, same address per Seneca County Auditor

Mrs. Posey made a motion to approve the condemnation of the presented properties. Mr. Lyons seconded the motion. The motion carried upon roll call vote:

Mark Akers, MD –Yes	Bonnie Boroff – Yes	Edward Logsdon -Yes
Scott Lyons –Yes	McKenzie Posey – Yes	Natasha Vitte – Yes
Robert Watson – Yes	Zachary West, DO – Yes	Clay Wolph, DC - Yes

The condemnation of 311 E. Sixth St, Fostoria, OH 44830, owned by William Sayre, 310 S. Main St, Fostoria, OH 44830, was tabled until next month.

Rescindment of Property Condemnations

Mr. Logsdon presented the following properties for rescindment of previous condemnation orders:

1. 200 Sandusky St, Fostoria, OH 44830; owned by Charles Polinski, 2255 Eastgate Rd. Toledo, Ohio 43614
2. 1045 N CR 43, Republic, OH 44867; owned by TAD Funding LLC, 204 S. Kilbourne St, Republic, OH 44867

Dr. West made a motion to approve rescindment of condemnation orders for these properties. Mrs. Posey seconded the motion. The motion carried upon roll call vote:

Mark Akers, MD –Yes	Bonnie Boroff – Yes	Edward Logsdon -Yes
Scott Lyons –Yes	McKenzie Posey – Yes	Natasha Vitte – Yes
Robert Watson – Yes	Zachary West, DO – Yes	Clay Wolph, DC - Yes

Second Reading of Proposed 2023 Food Fees

Mrs. Wallrabenstein presented the proposed 2023 food fees for a second hearing after reporting that the required public hearing on the proposed food fees for 2023 was held today at 5:00 pm; no one attended.

FOOD SERVICE CATEGORY	2021 FEE	2022 FEE	PROPOSED FEE
Commercial Risk 1 <24,999 sq. ft.	$129.26	$154.70	$138.83
Commercial Risk 1I <24,999 sq. ft.	$145.45	$174.26	$156.86
Commercial Risk 1II <24,999 sq. ft.	$276.91	$333.04	$303.22
Commercial Risk 1V <24,999 sq. ft.	$350.74	$422.21	$385.41
Commercial Risk I >25,000 sq. ft.	$186.25	$223.53	$202.28
Commercial Risk II >25,000 sq. ft.	$195.96	$235.27	$213.09
Commercial Risk III >25,000 sq. ft.	$691.38	$833.65	$764.66
Commercial Risk IV >25,000 sq. ft.	$732.82	$883.71	$810.80
Mobile	$222.69	$215.55	$225.00
Vending	$11.69	$11.85	$12.67
Temporary	$65.00	$70.00	$70.00

- Late Fee: 25% of Local Fee.
- Plan Review Fees: Class 1 or 2 = $200.00, Class 3 or 4 = $250.00

Board Discussion of Sunny Farms Landfill

Mr. Watson stated that he would like to see additional air quality monitoring on the east and northeast sides of the landfill. He also would like to have the Health District use another company to test the water samples taken at properties surrounding the landfill.

The board discussed Mr. Watson's requests. Mrs. Wallrabenstein indicated that the Health District was already planning to use a different lab for water well testing, which is planned for December 2022. Dr. Wolph asked if the Health District could get samples from a different area or wells. Mrs.

Wallrabenstein said that several more sites have been added to the sampling list; if other nearby property owners would like to be added, they just need to contact the Health District. The board discussed adding additional testing of the river near the landfill.

Dr. Wolph discussed information he had requested and not received about meetings of Health District staff with solid waste consultant Mr. Chris Lund and the Health District's legal counsel for matters related to the landfill. The board also discussed soil sampling around the landfill. The Board then discussed the location of air quality monitors around the landfill and the installation of additional monitors.

Mr. Ben Nutter from WIN Waste Innovations addressed the Board about air quality monitoring and water sampling and indicated the company would willingly work with the Health District to implement additional air quality monitoring.

Mr. Watson made a motion to install air quality monitors in the east and northeast corners of Sunny Farms. Dr. West seconded the motion. The motion carried upon roll call vote:

Mark Akers, MD –Yes	Bonnie Boroff – Yes	Edward Logsdon -Yes
Scott Lyons –Yes	McKenzie Posey – Yes	Natasha Vitte – Yes
Robert Watson – Yes	Zachary West, DO – Yes	Clay Wolph, DC - Yes

Financial Transactions

Verbal Report of October 2022 Audit Committee Meeting

Mr. Watson reported that the Audit Committee met this evening at 5:15 pm prior to the Board meeting. They discussed payroll, pay-ins, purchase orders, blanket purchase orders, grants and cash position for the past six months. Mr. Watson noted that the Annual Audit went well; the only problem related to open blanket purchase orders, which is actually a county-wide issue. The next Audit committee meeting is scheduled for April 27, 2023, at 5:15 pm.

Payment of Bills

Mr. Watson made a motion to approve the September bills as presented. Mrs. Vitte seconded the motion. The motion carried upon roll call vote:

Mark Akers, MD –Yes	Bonnie Boroff – Yes	Edward Logsdon -Yes
Scott Lyons –Yes	McKenzie Posey – Yes	Natasha Vitte – Yes
Robert Watson – Yes	Zachary West, DO – Yes	Clay Wolph, DC - Yes

Approval of September Intra-Fund Transfers (Appropriation Transfers)

Mr. Logsdon requested approval of the following Intra-Fund Transfers (Appropriation Transfers):

1. $1,655.88 from 7182-0709-5309-00 (WIC lead testing fund–miscellaneous) to 7182-0709-5304-00 (WIC lead testing fund-equipment)
2. $2,000.00 from 7060-0705-5304-00 (General Fund–equipment) to 7060-0705-5306-25 (General Fund–software license/services)
3. $4,000.00 from 7143-0718-5102-00 (Public Health Workforce Grant–salaries) to 7143-0718-5304-00 (Public Health Workforce Grant–equipment)
4. $2,300.00 from 7060-0705-5304-00 (General Fund-equipment) to 7060-0705-5306-25 (General Fund – software license/services)
5. $1,500.00 from 7096-0024-5102-00 (Integrated Naloxone Grant–salaries) to 7096-0024-5307-00 (Integrated Naloxone Grant-travel)

Dr. Akers left the meeting.

Mrs. Boroff made a motion for approval of Intra-Fund Transfers (Appropriation Transfers). Mr. Lyons seconded the motion. The motion carried upon roll call vote:

Mark Akers, MD –Absent	Bonnie Boroff – Yes	Edward Logsdon -Yes
Scott Lyons –Yes	McKenzie Posey – Yes	Natasha Vitte – Yes
Robert Watson – Yes	Zachary West, DO – Yes	Clay Wolph, DC - Yes

Dr. Akers returned to the meeting.

Resolutions

Mr. Logsdon requested motions to approve the following resolutions:

1. **2022.20 Creating COVID-19 Detection and Mitigation in Confinement Facilities Fund and establishing 2022 appropriations, as follows:**

COVID 19 Detection and Mitigation in Confinement Facilities		Fund: 7150
7150-0731-5102-00	Salaries	6,000.00
7150-0731-5303-00	Supplies	308.00
7150-0731-5304-01	Leases	0.00
7150-0731-5306-00	Contract Services	62,500.00
7150-0731-5306-25	Software Licenses/Services	0.00
7150-0731-5307-00	Travel	100.00
7150-0731-5309-00	Other Expenses	0.00
7150-0731-5363-00	Medicare	87.00
7150-0731-5364-00	Worker's Compensation	165.00
7150-0731-5366-00	Hospitalization	0.00
7150-0731-5367-00	P.E.R.S.	840.00
	Total	$70,000.00

Ms. Goon noted that this funding comes from the Ohio Department of Health and the majority of funds will be passed through to local confinement facilities (i.e., Seneca County Jail, Crosswaeh Community Correctional Facility) for activities that will enhance the facilities' ability to rapidly identify COVID-19 and implement actions that will minimize spread. These appropriations reflect the portion that may be expended in calendar year 2022.

Mrs. Posey made a motion for approval of Resolution 2022.20. Mr. Lyons seconded the motion. The motion carried upon roll call vote:

Mark Akers, MD –Yes	Bonnie Boroff – Yes	Edward Logsdon -Yes
Scott Lyons –Yes	McKenzie Posey – Yes	Natasha Vitte – Yes
Robert Watson – Yes	Zachary West, DO – Yes	Clay Wolph, DC – Yes

2. **2022.21 Creating Medical Reserve Corps–RISE 2 Fund and establishing 2022 appropriations**

Medical Reserve Corps- RISE 2		Fund: 7130
7130-0729-5102-00	Salaries	855.00
7130-0729-5303-00	Supplies	1,300.00
7130-0729-5304-00	Equipment	3,310.00
7130-0729-5306-00	Contract Services	3,000.00
7130-0729-5306-25	Software Licenses/Services	500.00
7130-0729-5307-00	Travel	75.00
7130-0729-5308-00	Advertising and Printing	300.00
7130-0729-5309-00	Other Expenses	500.00

7130-0729-5363-00	Medicare	14.00
7130-0729-5364-00	Worker's Compensation	24.00
7130-0729-5367-00	P.E.R.S.	122.00
	Total	$10,000.00

Ms. Goon noted that this funding comes from the National Association of County and City Health Officials (NACCHO) to provide resources and build the capacity of the Seneca County Medical Reserve Corps (MRC) unit to support COVID-19 response efforts. These appropriations reflect the portion that may be expended in calendar year 2022.

Dr. Akers made a motion for approval of Resolution 2022.21. Mrs. Vitte seconded the motion. The motion carried upon roll call vote:

Mark Akers, MD –Yes	Bonnie Boroff – Yes	Edward Logsdon -Yes
Scott Lyons –Yes	McKenzie Posey – Yes	Natasha Vitte – Yes
Robert Watson – Yes	Zachary West, DO – Yes	Clay Wolph, DC - Yes

Contracts and Agreements

Mr. Watson made a motion to approve the following contract:

1. The Baldwin Group, Inc., for software maintenance and support for Health District Information System (HDIS) program, 10/23/2022-10/22/2024, not to exceed $3,145.72 (Health District is the payer)

Mrs. Posey seconded the motion. The motion carried upon roll call vote:

Mark Akers, MD –Yes	Bonnie Boroff – Yes	Edward Logsdon -Yes
Scott Lyons –Yes	McKenzie Posey – Yes	Natasha Vitte – Yes
Robert Watson – Yes	Zachary West, DO – Yes	Clay Wolph, DC - Yes

Public Comment

Mr. Bill Sayre, 301 South Main Street, Fostoria, OH 44830: Mr. Sayre apologized for the property he owned which was condemned earlier in the meeting. He then spoke about his concerns about the COVID-19 response and concerns about the health care system.

Mr. Ben Nutter, WIN Waste Innovations: Mr. Nutter spoke about the groundwater surrounding the landfill. Mr. Nutter indicated that the landfill is happy to work with the Board of Health on testing locations. Mr. Nutter invited board members to tour the facility.

Mr. Sayre next discussed the testing of wells; he is concerned about who will pick up the cost if something is found.

Mr. Nutter stated that WIN Waste would do more to help with the well testing. Mrs. Vitte asked if WIN Waste makes the testing and information available to the other counties near the landfill.

Dr. Wolph stated that he does not want to have his name attached to the promotion of the COVID 19 vaccination.

Mrs. Boroff made a motion to adjourn the meeting at 7:08 pm. Motion carried.

The next Board of Health meeting is scheduled for November 17, 2022, 6:00 pm, at the North Central Ohio Education Service Center.

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Board of Health President Board of Health Secretary