



The Board of the Logan County Health District (LCHD) met in regular session Wednesday, February 10, 2021. Due to the coronavirus pandemic, the Board meeting was hosted in person and by conference call. President Harrison called the meeting to order at 1:05 p.m. followed by the pledge to the flag. Members present on roll call in person were Mr. Harrison, Mrs. Price, Dr. Varian, and Mrs. Watkins, via conference call was Mrs. Collins. President Harrison stated that since the meeting is held in person and by conference call, all votes will be conducted by roll call. Administration present at the LCHD were Health Commissioner Dr. Boyd C. Hoddinott, Deputy Health Commissioner Donna Peachey, Director of Environmental Health Timothy M. Smith, Director of Nursing Kelly Reaver, and Director of Business Operations Christina Bramlage. The guest present at the LCHD was reporter Mandy Loehr of the *Bellefontaine Examiner*.

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

It was moved by Mrs. Price and seconded by Mrs. Watkins that the Board approve the minutes of the January 13, 2021, regular meeting as e-mailed. Roll Call: Dr. Varian-aye, Mrs. Collins-aye, Mrs. Watkins-aye, and Mrs. Price-aye. Motion carried.

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

No one was present for the public forum portion of the meeting.

#### **IN THE MATTER OF BOARD EDUCATION**

The segment *Ohio Sunshine Laws*, featuring Patricia Sweeney, retired Mahoning County Health Commissioner, was emailed to Board members to watch. Once completed, the Board members were asked to e-mail the Director of Business Operations Christina Bramlage for record-keeping.

#### **IN THE MATTER OF ENVIRONMENTAL HEALTH UPDATE**

The Environmental staff are still completing their remaining food inspections for the 2020 licensing period which ends March 1, 2021. Planning has begun on reassigning the four inspecting sanitarians into different areas of the county. The Logan County Health District's Solid Waste Program has been approved again by the Ohio EPA following a positive annual survey in December 2020. The district has also again entered into a contract with the Ohio EPA for the WPCLF grant program which provides a maximum of \$150,000 toward the repair or replacement of income-eligible, failed private sewage systems in the county.

#### **IN THE MATTER OF NUISANCE UPDATES FROM PREVIOUS BOARD MEETINGS**

##### ***NV Home Solutions, 5000 Bridgewater Drive, Powell***

NV Home Solutions' property at 265 Grove Avenue, Lakeview has a structure with openings that allow for animal harborages. David Miller, SIT, issued a sanitarian's order on November 3, 2020. A follow-up site visit was conducted on November 30, 2020, and no change was observed. On December 9, 2020, the Board of Health issued a seven-day order to correct the violations by repairing or securing the structure to prevent further entrance by weather and animals. On January 12, 2021, the certified order was returned as unclaimed/unable to forward, so the order was resent through regular mail. A reinspection revealed that the structure had been removed so the matter is abated.

##### ***Charles Disbennett, PO Box 274, Lakeview***

Mr. Disbennett's property at 255 Grove Avenue, Lakeview, has an abandoned house that allows animal harborages and has two non-working vehicles. David Miller, SIT, issued a sanitarian's order on November 3, 2020. A follow-up site visit was conducted on December 2, 2020, and little change had been made. On December 9, 2020, the Board of Health issued a seven-day order to correct the violations by repairing or securing the structure to prevent animals from entering and removing all non-working vehicles or obtain registration for each. On January 12, 2021, the certified order was returned as unclaimed/unable to forward, so the order was resent through regular mail. A reinspection revealed no change so the violation of the Board of Health order will be filed in Municipal Court.

#### **IN THE MATTER OF NUISANCE UPDATES FROM THE LAST BOARD MEETING**

##### ***Laura Ann Vermillion, 11323 Chickasaw Path, Chippewa Park, Lakeview***

Ms. Vermillion's property has a manufactured home that is not connected to sewer and has trash and debris. David Miller, SIT, issued a sanitarian's order on January 5, 2021. A follow-up site visit was conducted on January 13, 2021, and no changes were observed. On January 13, 2021, a thirty (30) day Board of Health order was issued. A condemned structure placard was posted and the inhabitants have since moved. Some solid wastes remain.

***Laura Ann Vermillion, 11323 Chickasaw Path, Chippewa Park, Lakeview***

Ms. Vermillion's property at 11307 Chickasaw Path, Chippewa Park, Lakeview, has people living in a garage and a recreational vehicle camper which are not connected to sanitary sewer. The property also has trash and debris and a non-working vehicle. David Miller, SIT, issued a sanitarian's order on January 5, 2021. A follow-up site visit was conducted on January 13, 2021, and no changes were observed. On January 13, 2021, a fourteen (14) day Board of Health order was issued. A condemned structure placard was posted and no activity has been observed around the camper. The inhabitants of the garage have not moved out but stated that they are relocating to Lima. The sanitarian is still waiting to see what action Children's Services will provide before filing a violation of the Board of Health order in Municipal Court.

**IN THE MATTER OF NUISANCES**

***Nancy Niebuer, 9614 Cottage Grove Avenue, Orchard Island, Lakeview***

Ms. Niebuer's property has an infestation of cockroaches inside her dwelling and has trash and debris in her yard. On November 6, 2020, David Miller, SIT, sent a Sanitarian's Order to correct the conditions by November 20, 2020. At that time, Children's Services (Job and Family Services) was contacted to aid in addressing the unsanitary living conditions since children were involved. On December 7, 2020, Mr. Miller was informed by Children's Services that the interior conditions were improved and a pest control contract had been initiated so their office had closed the case. Then on December 10, 2020, Children's Services reported that they were reopening the case and would be getting the County Prosecutor involved. As of January 25, 2021, no receipt for proof of a pest control contract had been received by either agency. It was moved by Dr. Varian and seconded by Mrs. Watkins to declare that the conditions constitute a public health nuisance and issue an order to clean the inside of the dwelling in order to be able to enter into a contract with a certified pest control operator to rid the home of cockroaches. Proof of such a contract needs to be provided to the Logan County Health District. Also, all solid wastes need to be removed from the yard to a licensed solid waste disposal facility. All of these orders need to be corrected within seven (7) days of receipt of the order. Roll Call: Mrs. Price-aye, Mrs. Collins-aye, Mrs. Watkins-aye, and Dr. Varian-aye. Motion carried.

***Jonathon W. Middaugh, PO Box 246, Huntsville***

Mr. Middaugh's property at 4700 Napoleon Street, Huntsville, has a vacant, dilapidated house that has holes in the roof, a damaged porch, and open cellar doors providing a harborage for animals and pests. On February 3, 2021, Health Commissioner Boyd Hoddinott, MD, MPH, issued a condemnation order against the structure. It was moved by Mrs. Collins and seconded by Dr. Varian to declare that the conditions constitute a public health nuisance and issue an order that confirms that the Board of Health is in agreement with the earlier condemnation order of the Health Commissioner to keep the structure vacant, and to have it made habitable or removed within thirty (30) days of receipt of the Board's order. Roll Call: Mrs. Price-aye, Mrs. Watkins-aye, Dr. Varian-aye, and Mrs. Collins-aye. Motion carried.

**IN THE MATTER OF WELL VARIANCE**

***Jason Snyder, 5699 SR 274 E, Rushsylvania***

Mr. Snyder requests a well variance for a replacement well to be only five (5) feet to the road right-of-way when ten (10) feet is required. The replacement well will still be 26 feet from the edge of the normal driving surface, which if no right-of-way existed would only have been required to be at least 25 feet away. The original well is only approximately ten (10) feet from the septic tank. Sanitarian Matthew Stonerock recommends approval of the variance because the new well location is the only place where the well will be more than 50 feet from both the owner's and the neighbor's septic tanks and the old well will be sealed. It was moved by Mrs. Watkins and seconded by Mrs. Price to approve the requested variance. Roll Call: Dr. Varian-aye, Mrs. Collins-aye, Mrs. Price-aye, and Mrs. Watkins-aye. Motion carried.

**IN THE MATTER OF FOOD SERVICES**

***Javed Iqbal, license holder for D&G Mini Market, 2598 SR 273 W, Belle Center***

Mr. Iqbal was cited by Registered Sanitarian Matthew Stonerock on January 21, 2021, for a fourth notice of being in violation of both the Person-in-Charge Foodhandler food safety certification and the Certified Food Protection Manager requirements. It was moved by Dr. Varian and seconded by Mrs. Collins that since Mr. Iqbal is presently in

Pakistan, the Board of Health will issue an order addressed to the facility's location under the name of the parent company/owner of A&H Belle Center, LLC, to correct the violations within fourteen (14) days of the receipt of the order or to appear before the Board of Health at the next regular meeting following the compliance date for a license suspension hearing if proof of compliance with the order is not attained. Roll Call: Mrs. Price-aye, Mrs. Watkins-aye, Mrs. Collins-aye, and Dr. Varian-aye. Motion carried.

#### **IN THE MATTER OF WATER POLLUTION CONTROL LOAN FUND UPDATE**

The Logan County Health District has been reapproved for another round of funding at a maximum limit of \$150,000 from the Ohio EPA and a new contract is forthcoming for the July 2021 to December 2022 grant period.

#### **IN THE MATTER OF OPERATION AND MAINTENANCE (O&M) PROGRAM UPDATE**

A recent table is provided of the updated township results for the Sewage O&M Program. Property owners in McArthur Township who have not yet enrolled were mailed their third round of O&M applications with late fee notices. Postage approval was received for the mailing of the first round of O&M permit applications to both Union and Stokes Townships which will begin as soon as the mailing lists are finalized.

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

Director of Nursing Kelly Reaver brought the Board up to date on various activities of the nursing division. Infectious disease cases are still being calculated for December, and CMH contacts and visits are down compared to last year. Newborn home visits are still being completed by phone because of COVID-19. Small immunization clinics were held to assist with school-required vaccinations and flu vaccinations. COVID-19 vaccine is limited, and clinics are being held by appointments only on Tuesdays and Thursdays. WIC is still operating and doing curbside visits. The Narcan training program continues but at a slower pace due to COVID-19. Public Health has been working on ways to continue to meet grant requirements while keeping everyone safe. (See Notes to Minutes for Stats)

#### **IN THE MATTER OF PERFORMANCE MANAGEMENT 2020 AND 2021**

Deputy Health Commissioner Donna Peachey reviewed the Report of Progress of Performance Measures for 2020 and the Performance Measures for 2021. She explained that the Environmental Health goals for 2020 improved but were not met. The same measures will be used for 2021. There were four measures that the nursing unit was working towards in 2020. One goal was met, one goal was improved but not met, one goal was not met, and the last goal ended up not being able to be tracked. The nursing measures were adjusted appropriately for 2021. Both WIC goals for 2020 were improved but not met. The WIC goals for 2021 were adjusted appropriately. The administrative measures for 2020 were all met. The administrative goals for 2021 were slightly adjusted. (See Notes to Minutes for Details)

#### **IN THE MATTER OF COMMUNITY HEALTH ASSESSMENT (CHA)**

Deputy Health Commissioner Donna Peachey reviewed the three reasons for the updated CHA. First, periodic updates are needed in order to assess community needs and target resources. Secondly, it was decided to do an update in 2020 to align with the state health assessment. Finally, because of major changes in 2020 due to COVID-19, an update was needed. Donna reviewed the results of the CHA for priority 1 – Mental Health, priority 2 – substance abuse, priority 3 – healthy living, priority 4 – safe and healthy families, priority 5 – housing/homelessness, and priority 6 – resources/ awareness. It was moved by Dr. Varian and seconded by Mrs. Watkins to accept and approve the Community Health Assessment. Roll Call: Mrs. Price-aye, Mrs. Collins-aye, Mrs. Watkins-aye, and Dr. Varian-aye. Motion carried.

#### **IN THE MATTER OF MONTHLY BILLS**

Noting that vouchers for recurring and time-sensitive bills were submitted to the county auditor on January 15, 22, 29, and February 5, it was moved by Mrs. Collins and seconded by Dr. Varian that the Board confirm the bill vouchers and order the current bills paid. Furthermore, the Board approves payment of the currently presented bill vouchers as an emergency measure during this present-day coronavirus pandemic (per ORC 3709.21) with the signing of vouchers to occur at a later date for Board members joining by conference call. Roll Call: Mrs. Watkins-aye, Mrs. Price-aye, Dr. Varian-aye, and Mrs. Collins-aye. Motion carried.

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

Director of Business Operations Christina Bramlage presented health district financial reports for the month of December. She noted that funding was received in the Federal grants of \$3,590.60 to Public Health Infrastructure, \$19,189.38 to Women Infants Children, \$33.00 in the Get Vaccinated Ohio grant, \$203,573.74 to the Coronavirus

Response grant, and \$20,633.90 to the Contact Tracing COVID-19 grant. The Solid Waste Disposal Fund received \$59,900.00, and the Sewage Treatment Fund received \$1,550.00 in grant money for the WPCL. The District Health Fund received \$621.00 for vaccinations provided. Mrs. Bramlage explained that the grant income in the amount of \$18,792.07 was from four different sources: \$11,450.93 for Medicaid Assistance Claiming, \$5,801.14 for Ohio Children's Trust Fund, \$1,000 for PEP grant, and \$540 from Mental Health, Drug, and Alcohol Services Board for collaboration. The \$224,460.45 in the District Health Refund/Reimbursement line was reimbursement from the Public Health Infrastructure grant, WIC grant, Coronavirus Response grant, and Contact Tracing grant for personnel expenditures that were paid from District Health during slow cash flow to those grants from Ohio Department of Health. Mrs. Bramlage explained that the Solid Waste Fund paid the \$57,500.00 to State for the Cherokee Run Landfill remittance fee. The Sewage Treatment Fund paid \$7,585.00 to contractors for the WPCL. District Health paid \$2,961.00 to repair the HVAC system. All other expenditures were routine in personnel, fringes, travel, and supplies. It was moved by Mrs. Price and seconded by Mrs. Watkins that the Board authorizes President Harrison to approve review of the reports. Roll Call: Mrs. Collins-aye, Dr. Varian-aye, Mrs. Watkins-aye, and Mrs. Price-aye. Motion carried.

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

It was moved by Dr. Varian and seconded by Mrs. Price that the Board confirms the following transfers of appropriated funds to meet current expenses as completed by the Director of Business Operations Christina Bramlage during February. Roll Call: Mrs. Watkins-aye, Mrs. Collins-aye, Mrs. Price-aye, and Dr. Varian-aye. Motion carried.

##### ***COVID-19 Contact Tracing Fund 7036***

- o \$21,458.00 FROM 7036-401-521060 Insurance – Health and Life
- o \$10,729.00 FROM 7036-401-541010 Supplies
  - o TO 7036-401-552370 Other Expenses

#### **IN THE MATTER OF SEWAGE TREATMENT SYSTEM SEPTIC TANK REPLACEMENT FEES: RESOLUTION 2021-05**

Director of Environmental Health Timothy M. Smith explained the need for an emergency resolution to adopt the amending of Regulation No. 26, Appendix section (12), to divide the section into two categories with a) restating the existing local \$50 fee for the abandonment of an HSTS and/or GWRS, and then adding b) a \$100 local fee (plus any applicable state fee) for the addition or replacement of a septic tank without the abandonment of an HSTS and/or GWRS. It was moved by Mrs. Watkins and seconded by Dr. Varian to declare it an emergency to vote on the sewage treatment system septic tank replacement fee changes. Roll Call: Mrs. Price-aye, Mrs. Collins-aye, Dr. Varian-aye, and Mrs. Watkins-aye. Motion carried.

##### **Resolution 2021-05 EMERGENCY Amended**

A Resolution adopting as an emergency measure the amending of Regulation No. 26, a regulation providing for the protection of the public health and safety of the citizens of the Logan County General Health District.

Whereas, the addition or replacement of a septic tank requires a more involved inspection than when verifying septic tank abandonment, since the LCHD also must assure that the new septic tank has been placed in the proper location, set level, with risers and lids that protrude above the ground surface, and that the existing sewer line has an exterior clean out,

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

##### **APPENDIX: FEES**

(12) a) Abandonment of an HSTS and/or GWRS. \$50.00

b) Addition or replacement of a septic tank without abandonment of an HSTS and/or GWRS. \$100.00

It was moved by Mrs. Watkins and seconded by Mrs. Collins to accept the fee changes for the sewage treatment system septic tank replacement. On roll call the vote was as follows: Mrs. Price- aye; Dr. Varian- aye; Mrs. Collins-aye, Mrs. Watkins- aye.

This Resolution is hereby declared adopted on this 10<sup>th</sup> day of February in the year 2021, and shall be in full force and effect on February 11, 2021.

**IN THE MATTER OF CONTRACT RENEWAL – PLUMBING INSPECTION SERVICES**

It was moved by Mrs. Collins and seconded by Mrs. Watkins that the Board renews the contract with Allen County Health District to provide residential and commercial plumbing inspection services on an as-needed basis for the period March 11, 2021, to March 11, 2022, at the rate of \$30.00 per hour plus mileage at the current Logan County Health District rate. Roll Call: Mrs. Price-aye, Dr. Varian-aye, Mrs. Watkins-aye, and Mrs. Collins-aye. Motion carried.

**IN THE MATTER OF INTERNSHIP REQUEST**

Director of Business Operations explained to the Board that two requests for internships were received. One intern is from the University of Florida and the other intern is from Kent State University. Both interns would be used this summer to help with COVID-19 activities along with health education to the community. Both interns understand that this would be a temporary arrangement that is unpaid. The Prosecutor has reviewed and approved both contracts for internships. It was moved by Mrs. Watkins and seconded by Mrs. Price to accept both interns as unpaid at the Logan County Health District, pending the Prosecutor's approval of the MOU with Liberty University. Roll Call: Dr. Varian-aye, Mrs. Collins-aye, Mrs. Price-aye, and Mrs. Watkins-aye. Motion carried.

**IN THE MATTER OF CONTRACT RENEWAL- BALDWIN GROUP, INC.**

The Baldwin Group, Inc. provides the HDIS software maintenance and support. The fee increased by \$317.84, and the prosecutor already reviewed and approved this contract. It was moved by Mrs. Price and seconded by Dr. Varian to accept this contract for \$3,027.67. Roll Call: Mrs. Watkins-aye, Mrs. Collins-aye, Dr. Varian-aye, and Mrs. Price-aye. Motion carried.

**IN THE MATTER OF PERSONAL LEAVE DAYS**

Director of Business Operations Christina Bramlage explained that staff with longevity at the Logan County Health District have a very generous amount of time off that they can accumulate. Once an employee has been here twenty-four years, he/she receives five weeks of vacation time and two personal days. Staff are not able to use that much time in a year and so he/she then loses this benefit. The policy manual section 5.09 was re-written to remove the two personal days for employees that will have 24 years of service on or after January 20, 2021. Current staff already receiving the two personal days for 24 or more years of service would be grandfathered to keep their two personal days. It was moved by Mrs. Watkins and seconded by Mrs. Price to accept the personal policy change to remove the two personal days for employees reaching 24 years of service on or after January 20, 2021. Roll Call: Dr. Varian-aye, Mrs. Collins-aye, Mrs. Price-aye, and Mrs. Watkins-aye. Motion carried.

**IN THE MATTER OF IT GENERALIST ASSISTANT**

Director of Business Operations Christina Bramlage explained that the workload for the current IT Manager has been overwhelming during the current COVID-19 pandemic. Systems and processes have changed numerous times requiring time and research for each phase that we evolve to use. The current IT Manager is part-time, but he has been working numerous hours of overtime. The IT Generalist Assistant position was created to provide assistance to the current IT Manager, who would be supervising this new part-time (21 hours/week) position. It was moved by Mrs. Price and seconded by Dr. Varian to accept the IT Generalist Assistant position. Roll Call: Mrs. Watkins-aye, Mrs. Collins-aye, Dr. Varian-aye, and Mrs. Price-aye. Motion carried.

**IN THE MATTER OF EXECUTIVE SESSION**

At 3:00 p.m., it was moved by Mrs. Watkins and seconded by Mrs. Price that the Board enters executive session for contract negotiation. The vote on roll call: Mrs. Collins-aye, Dr. Varian-aye, Mrs. Price-aye, and Mrs. Watkins-aye. Motion carried. The Board returned to open session at 3:20 p.m.

**IN THE MATTER OF HEALTH COMMISSIONER CONTRACT**

Considering the impending expiration of the health commissioner's annual contract, it was moved by Mrs. Watkins that the Board extend a six (6) month contract to *Boyd C. Hoddinott, MD* to serve as Health Commissioner and Medical Director for the Logan County Health District for the period April 1, 2021, to September 30, 2021, at the salary rate of \$5,000.00 per month and under the same conditions of his current contract. Mrs. Collins seconded the motion. Roll Call: Mrs. Price-aye, Dr. Varian-aye, Mrs. Collins-aye, and Mrs. Watkins-aye. Motion carried.

**IN THE MATTER OF BACK-UP MEDICAL DIRECTOR CONTRACT RENEWAL**

Considering the impending expiration of the back-up medical director's annual contract, and with an appreciation for her willingness to serve in this capacity, it was moved by Dr. Varian and seconded by Mrs. Price that the Board grant a one (1) year contract to Dr. Kristen Braig, MD to provide back-up medical director services for the period

April 1, 2021, to March 31, 2022, at the rate of \$1.00 per annum and \$75.00 per hour for all direct services performed. Roll Call: Mrs. Watkins-aye, Mrs. Collins-aye, Mrs. Price-aye, and Dr. Varian-aye. Motion carried.

**IN THE MATTER OF HEALTH COMMISSIONER COMMENTS**

Health Commissioner Dr. Boyd C. Hoddinott reiterated that COVID-19 is a disease of indoor spaces with poor air exchange and no masks. Social distancing, wearing masks, frequent hand washing, staying home when sick, disinfecting high-touch areas, and getting vaccinated are the best defenses against this disease. Dr. Hoddinott commented that all of the employees are continuing to do a great job through this pandemic. Everyone is stressed, but everyone is still doing the best job that they can.

**IN THE MATTER OF DISTRICT ADVISORY COUNCIL (DAC) MEETING**

President Harrison reminded Board members that the DAC meeting will be held on Thursday, March 25, 2020, at 7:00 p.m. at the Grange building at the fairgrounds.

**IN THE MATTER OF ADJOURNMENT**

Confirming the next regular meeting for March 10, 2021, at 1:00 p.m. at the Logan County Health District, President Harrison adjourned the meeting at 3:28 p.m. without opposition.

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Robert G. Harrison, President

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Boyd C. Hoddinott, M.D., Secretary