



The Board of the Logan County Health District (LCHD) met in regular session Wednesday, February 9, 2022. President Harrison called the meeting to order at 1:00 p.m. followed by the pledge to the flag. Members present on roll call were Mr. Harrison, Mrs. Price, and Mrs. Watkins. Administration present at the LCHD were Health Commissioner Travis Irvan, Deputy Health Commissioner Donna Peachey, Director of Environmental Health Timothy M. Smith, Director of Nursing Kelly Reaver, and Director of Business Operations Christina Bramlage. Staff present were Dorra Gilmore, Jesse Daniels, and Mary Moser. Guests present were Andrew Ritz and Johnny Hull, along with reporter Mandy Loehr of the *Bellefontaine Examiner*.

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

It was moved by Mrs. Watkins and seconded by Mrs. Price that the Board approve the minutes of the January 12, 2022, regular meeting as e-mailed. Ayes: Mr. Harrison, Mrs. Price, and Mrs. Watkins. Nays: none. Motion carried.

#### **IN THE MATTER OF INTRODUCTION OF NEW STAFF**

During the COVID-19 pandemic in 2020 and 2021, newly hired staff were not brought into the Board meetings for introductions. Administration would like to bring the “newly” hired staff to Board meetings so that staff can see how a Board meeting is run along with allowing Board members to meet the staff. Jesse Daniels, Dorra Gilmore, and Mary Moser were available to attend today’s meeting. Board members welcomed the “new” staff members.

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

The segment *Ratios and Trend Analysis as Financial Health Indicators* by Deputy Health Commissioner Noah Stuby from Greene County Public Health was emailed to Board members to watch. Once completed, the Board members were asked to sign the education log for record-keeping.

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

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

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

The Environmental Health Division will complete all the remaining food inspections before the food license year ends on March 1.

#### **IN THE MATTER OF NUISANCE UPDATE FROM PREVIOUS BOARD MEETING**

##### ***Lawrence Fry, 828 Victoria Dr., #A6, Cape Coral, Florida***

Mr. Fry is the owner of 11,106 Cherokee Drive, Lakeview, which is being purchased on land contract by Tim and Teri Hull. The property contains the remains of a house, garage, and vehicles that burned in early November 2021, and has a swimming pool of polluted water. An investigation by the State Fire Marshal’s office was just recently completed. A 30-day Board of Health order was mailed certified requiring the removal of all solid wastes to a licensed solid waste disposal facility. Mr. Fry responded that he is under contract with a company to clean up the property by the third week of February.

#### **IN THE MATTER OF VARIANCES**

##### ***Tim and Emily Davis, 7714 TR 30, DeGraff***

Mr. and Mrs. Davis request a variance for a new bottling facility located at 4684 TR 53, DeGraff, from OAC 3701-29-18 (C) (6) to occupy the new structure now to be able to continue their bottling business by using the septic tank as a temporary holding tank for rinse water only until soil conditions permit the installation of the new sewage treatment system. It was moved by Mrs. Price and seconded by Mrs. Watkins to approve the variance request with the requirement that the septic tank be pumped out as determined by a septage hauler through a service contract, in place of having to install a high-water alarm. Ayes: Mr. Harrison, Mrs. Watkins, and Mrs. Price. Nays: none. Motion carried.

***Andrew Ritz and Johnny Hull of Crale Builders, Inc., agent for Michael and Terrye Rabalais, 9058 Latherous Place, Powell***

Mr. and Mrs. Rabalais own property at 10595 Buckeye Drive, Huntsville, for which a variance was requested and granted in August 2021 from OAC 3701-28-07 (J) (8) for a replacement well that would have been only three (3) feet three (3) inches to a sealed water well when five (5) feet is required. Since then, three well drillers have refused to set up to drill the new well because a main CenturyLink cable line does not allow enough clearance to set up their drilling rigs. According to Andrew Ritz and Johnny Hull of Crale Builders, CenturyLink states that they are not required to move their line because it is more than 14 feet above the ground. Therefore, the property owner is again asking that the Board reconsider a variance for the 7 feet 8 inches that the existing well is now from their new addition. It was moved by Mrs. Price and seconded by Mrs. Watkins to approve the variance request because of unforeseen circumstances that now there is not an acceptable area to drill a new well as previously required by the Board and the new first-floor master bedroom addition for the owner has already been constructed. It was further ordered that a protection barrier be installed to prevent damage from any vehicles to the well. Ayes: Mr. Harrison, Mrs. Watkins, and Mrs. Price. Nays: none. Motion carried.

**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. 1400 first and only mailing of renewal notices for all O&M Permits expired since 2015 and including those scheduled to expire in 2022 were mailed the last week of January 2022. An apology letter then had to be mailed to 386 property owners that received renewal letters although they had until 2023 for their Operation Permits to expire. The second mailing for the combined townships of Miami and Pleasant Townships will follow. The next scheduled first mailing is for the combined townships of Richland and Washington, leaving Jefferson Township as the last remaining township to complete the initial enrollment phase of the Sewage O&M Program. (see Notes to Minutes)

**IN THE MATTER OF AMENDMENTS TO REGULATION NO. 26**

Director of Environmental Health Timothy M. Smith explained that Regulation 26 requires amending to rectify previously published oversights, such as the unknown computing rules inherent in the HDIS Sewage Module which prevents adherence to the original operation permit renewal time frame, and to update the applicability of operation permit term lengths for systems that are no longer considered experimental or are entirely gravity operated, and to correct existing typographical errors in the original printing, as follows:

**SECTION 4. A. 4.** Remove “~~following.~~”

**SECTION 4. A. 4. c.** “Operation permits for sewage treatment systems with mechanical components, or are only holding tanks or privies, or are of an experimental or unknown design shall be valid for one (1) year.”

**SECTION 5. C. 1. b. 2)** “Renewal operation application will be mailed or delivered in January of the year an operation permit expires.”

**SECTION 5. Table 1.** “ST to SB2” and “ST to Mound” to be relocated from A. Aerators, mechanical components, etc. to C. Septic Tank (ST) to leach fields, etc.

**SECTION 5. Table 1.** “Holding tank, privy vault ...” to be changed to “Only a holding tank or privy vault...” in A. Aerators, mechanical components, etc.

**SECTION 5. Table 1.** “GWRS” to be followed by “with or without privy vault” in C. Septic Tank (ST) to leach fields, etc.

**SECTION 5. C. 2. c. I. v.** “Environmental Health Director” replaced with “Director of Environmental Health.”

**SECTION 5. C. 2. c. II** “After the initial assessment or inspection by the Board of Health, if a valid inspection report is not received by the Board of Health from ...

It was moved by Mrs. Watkins and seconded by Mrs. Price to accept the changes as outlined. Ayes: Mr. Harrison, Mrs. Price, and Mrs. Watkins. Nays: none. Motion carried.

These amendments are hereby declared adopted on this 9th day of February in the year 2022 and shall be in full force and effect on February 10, 2022.

**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 high. CMH contacts and visits are on the rise. Newborn home visits are down. Small immunization clinics were held to assist with school-required vaccinations and flu vaccinations. COVID-19 vaccine clinics have slowed immensely in the last two weeks. WIC is still operating and doing curbside visits. The Narcan training program continues. Public Health has been working on ways to continue to meet grant requirements while keeping everyone safe. COVID-19 statistics for 2021 were presented. (See Notes to Minutes for Stats) Board members requested more information regarding the distribution of the Narcan kits: who is requesting-self or loved

ones, what are the ages of the requestors, where are the kits being distributed, and how many kits are given at the different locations.

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

Noting that vouchers for recurring and time-sensitive bills were submitted to the county auditor on January 14, 21, 28, and February 4 and 11, it was moved by Mrs. Watkins and seconded by Mrs. Price that the Board confirm the bill vouchers and order the current bills paid. Ayes: Mrs. Price, Mrs. Watkins, and Mr. Harrison. Nays: none. 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 \$17,340.17 to Women Infants Children, \$2,057.00 in the Get Vaccinated Ohio grant, \$13,207.35 to the Covid Enhanced Operations grant, and \$10,979.31 to the Public Health Workforce grant. The Sewage Treatment Fund received \$24,809.50 in grant money for the WPCL, \$5,790.00 from Children with Medical Handicaps, and \$8,892.89 from Medicaid Administrative Claims. The District Health Fund received \$14,285.18 for vaccinations provided. Also, the General Fund received a reimbursement from the following grants: \$67,674.02 from Coronavirus Response, \$22,948.69 from Covid Enhanced Operations, \$6,963.49 from Public Health Infrastructure, and \$10,979.31 from Public Health Workforce. Mrs. Bramlage explained that the other expenses listed in the Coronavirus Response, Covid Enhanced Operations, Public Health Infrastructure, and Public Health Workforce is the reimbursements to the District Health fund. 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. Ayes: Mr. Harrison, Mrs. Watkins, and Mrs. Price. Nays: none. Motion carried.

#### **IN THE MATTER OF APPROPRIATION INCREASE REQUESTS**

It was moved by Mrs. Watkins and seconded by Mrs. Price to approve the appropriation increases of an additional \$40,000 to the Covid Enhanced Operations fund and an additional \$100,000.00 to the District Health fund. Ayes: Mr. Harrison, Mrs. Price, and Mrs. Watkins. Nays: none. Motion carried.

#### **IN THE MATTER OF PERSONNEL MATTERS**

Director of Business Operations Christina Bramlage informed the Board that Dorra Gilmore started work on January 18, 2022, as the Nursing Services Clerical Specialist, and Christy Couch will start work on February 22, 2022, as the Environmental Clerical Specialist/Deputy Registrar. Jenni Mitchell and Cara Gaines have both passed their probations and are permanently hired. The Board welcomes Dorra and Christy to the Health District and gives thanks to Jenni and Cara for their work at the Health District.

#### **IN THE MATTER OF JOB DESCRIPTION CHANGE**

It was moved by Mrs. Price and seconded by Mrs. Watkins to approve the job description change of the Environmental Technician position from part-time to full-time. Ayes: Mr. Harrison, Mrs. Watkins, and Mrs. Price. Nays: none. Motion carried.

#### **IN THE MATTER OF HEALTH COMMISSIONER COMMENTS**

Health Commissioner Travis Irvan explained to the Board members that Outreach Specialist Sandy Beck was nominated as February's Employee of the Month. Mrs. Beck was recognized for continually going above and beyond the call of duty, for somehow filling gaps before we even knew the gap needed filled, and for being a constant beacon of positivity. Mr. Irvan also highlighted the staff kudos that Sonya Eaton and WIC received. The Board expressed their appreciation of the employees' work for the Health District.

Health Commissioner Irvan informed the Board that the District Advisory Committee (DAC) Meeting will be on March 24 at 7:00 p.m. in the Grange building at the fairgrounds. Mrs. Price's term will be ending this March, and she is not planning on re-applying. The Health District will start informing the community that we need a Board member nomination at the DAC meeting. It should be someone from northern Logan County to gain better representation of the community at the Board meetings.

Mr. Irvan updated the Board on several matters. Environmental Health Specialist-In-Training Arie Pequignot will have an article published in the Ohio Journal for the Health District's work on indoor air quality. The Logan County Commissioners approved a resolution for an Overdose and Suicide Fatality Review Committee, and Mr. Irvan will be leading this committee. Also, he will be attending a meeting with the Kiwanis Club this month. The Health District has given out over 5,000 covid test kits.

**IN THE MATTER OF HEALTH COMMISSIONER ATTENDING NACCHO CONFERENCE**

It was moved by Mrs. Price and seconded by Mrs. Watkins to approve Health Commissioner Travis Irvan to attend the NACCHO conference in person in Atlanta, Georgia, in July 2022. Ayes: Mr. Harrison, Mrs. Watkins, and Mrs. Price. Nays: none. Motion carried.

**IN THE MATTER OF EXECUTIVE SESSION**

It was moved by Mrs. Price and seconded by Mrs. Watkins to go into executive session to discuss personnel matters. Administration was asked to attend the executive session: Health Commissioner Travis Irvan, Deputy Health Commissioner Donna Peachey, Director of Environmental Health Timothy M. Smith, Director of Nursing Kelly Reaver, and Director of Business Operations Christina Bramlage.

Roll Call: Mr. Harrison-aye, Mrs. Watkins-aye, and Mrs. Price-aye. Nays: none. Motion carried.

At 2:40 the Board members exited the executive session with no decision necessary.

**IN THE MATTER OF ADJOURNMENT**

Confirming the next regular meeting for March 9, 2022, at 1:00 p.m. at the Logan County Health District, President Harrison adjourned the meeting at 2:41 p.m. without opposition.

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Robert G. Harrison, President

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Travis Irvan, Secretary