



The Board of the Logan County Health District (LCHD) met in regular session Wednesday, September 14, 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. Watkins, and Mrs. Wish. 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. The guest present was reporter Mandy Loehr of the *Bellefontaine Examiner*.

#### **IN THE MATTER OF CONSENT AGENDA**

The items on the consent agenda this month are

- August's Board minutes;
- monthly bill vouchers;
- July's financial reports;
- routine bookkeeping matters;
- approval to accept a new grant called COVID-19 Detection and Mitigation in Congregate Living Facilities (LV23) for \$110,000 pending receipt of a notice of award;
- accept Job and Family Service will be the new lead agency for WIC effective October 1, 2022;
- authorize Christina Bramlage to open an account with Liberty bank to continue being able to take credit card payments for services rendered; and
- accept Bailey Elkins' resignation effective September 21, 2022.

It was moved by Mrs. Watkins and seconded by Mrs. Wish that the Board approves all consent agenda items. Ayes: Mr. Harrison, Mrs. Wish, and Mrs. Watkins. Nays: none. Motion carried. (See Notes to Minutes for details.)

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

No one was present for the public forum.

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

The Food Survey by ODH will occur on September 15 and 16, 2022.

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

##### ***Larry Gibbs, P.O. Box 331, Rushsylvania***

Mr. Gibbs is the owner of 275 S. Sandusky St., Rushsylvania, which was inspected on April 27, 2022, by Amanda Harshfield, EHSIT, who observed a vacant manufactured home with several large holes on the exterior walls. A follow-up inspection on June 23, 2022, revealed no change. A 30-day Board of Health order was mailed certified on July 14, 2022, requiring the structure to be made inhabitable, or remove the structure and all solid wastes to a licensed solid waste disposal facility. The return receipt card was received back unsigned on August 10, 2022, so the order was sent out again through regular mail. A final reinspection has been set after September 13, 2022.

##### ***William J. Perin, 193 S. Main St., West Mansfield***

Mr. Perin is the owner of 5877 SR 274 E., Rushsylvania which was inspected on June 8, 2022, by Amanda Harshfield, EHSIT. Mrs. Harshfield observed two large piles of solid waste including a mattress and various old building materials. A follow-up inspection on June 27, 2022, revealed no change. The return receipt card came back as "vacant." The inspector is attempting to hand deliver the order to an adult that resides at the property. Failing to hand deliver the letter, the order will be sent out again through regular mail.

##### ***Angela S. Recinos, 2139 CR 24 S, DeGraff***

Ms. Recinos's property was inspected on March 29, 2022, by Matt Stonerock, REHS. Mr. Stonerock observed a large pile of solid waste and a trailer full of solid waste behind the house. Two (2) bed mattresses were behind the woodshed. More solid waste was observed at the south end of the house and in the bed of a Ford F250 pick-up truck. A follow-up inspection on April 25, 2022, revealed no change. A seven (7) day Board of Health Order was issued on July 14, 2022. The return receipt card was received back unsigned on August 25, 2022, so the order was sent out

again through regular mail. On September 12, 2022, contact was made with Ms. Recinos' father who has agreed to clean up the property within two weeks to avoid having his daughter go to court.

#### **IN THE MATTER OF NEW NUISANCES**

##### ***Ryan and Kevin M. Jones, 36314 Atlantic Ave., North Ridgeville***

Ryan and Kevin Jones are owners of 11007 Walnut Street, Lakeview, which was inspected on August 10, 2022, by Arie Pequignot, EHSIT. Arie observed an overgrown yard with an accumulation of animal feces, so an Environmental Order was issued the same day. A follow-up inspection on September 6, 2022, revealed that high grass, weeds, and animal feces were still present. It was moved by Mrs. Wish and seconded by Mrs. Watkins to declare that the condition constitutes a public health nuisance and issue an order to correct the violation by mowing the premises and removing all excess yard and animal waste to a licensed disposal facility within seven (7) days of receipt of the order. Ayes: Mr. Harrison, Mrs. Watkins, and Mrs. Wish. Nays: none. Motion carried.

#### **IN THE MATTER OF RV PARKS UPDATES FROM PREVIOUS BOARD MEETING**

***Four Seasons Camp, 11047 SR 366, Lakeview***, is now in compliance.

##### ***Indian Hallow Campgrounds, LLC, 10601 SR 235 N., Lakeview***

Mr. David Durnell is the owner of Indian Hallow Campgrounds, LLC. On June 9, 2022, Arie Pequignot, EHSIT, observed no fire extinguisher within the park, an RV on Lot 69 (Salem LE) only three (3) feet two (2) inches from an RV on Lot 77 (Spree K-Z) in an end-to-side configuration, an RV on Lot 7 (Dutchman) only five (5) feet four (4) inches from an RV on Lot 8 (Wildwood) in an end-to-side configuration, all of which constituted a third notice of violation. A 14-day Board order was mailed certified on July 14, 2022. The owner met with Director Tim Smith and Health Commissioner Travis Irvan on July 26, 2022, to discuss options for variances or an incremental compliance schedule with the Board of Health. We received a copy of a certified letter dated August 29, 2022, written by Attorney Connor Kinsey of Thompson, Dunlap & Heydinger, Ltd., to the Director of ODH requesting a variance to allow the documented spacing violations to remain "indefinitely."

##### ***Indian Trails Resort, 13793 SR 235 N, Lakeview***

On June 13, 2022, Arie Pequignot, EHSIT, observed no first aid equipment inside the first aid container at the shelter house and the following sheds which do not meet the minimum five (5) foot distance to neighboring RVs, all of which constituted third notices of violation: Lot B-16 to RV on Lot B-17 is 4 feet; Lot 49 to RV on Lot 50 is 2 feet 3 inches, Lot 6 to RV on Lot 7 is 3 feet 5 inches, Lot C-11 to RV on Lot C-12 is 4 feet 2 inches; Lot C-14 to RV on Lot C-15 is 2 feet; Lot 75 to RV on Lot 74 is 3 feet, and Lot 15 to RV on Lot 16 is 2 feet 4 inches. A 14-day Board order was mailed certified on July 14, 2022. A signed certified mail receipt was received, and the owner stated in an email on August 5, 2022, that all violations had been corrected except one shed on Lot 49 that must be moved up a hill. A two-week extension was requested. An extension for compliance was granted by the Board until September 10, 2022, but a confirmation reinspection has not yet occurred.

#### **IN THE MATTER OF FOOD FACILITY**

##### ***Abneet Singh, statutory agent for license holder GNC Petroleum, Inc, 125 Sandusky Street North, Rushsylvania***

Mr. Singh was cited by Environmental Health Specialist in Training (EHSIT) Amanda Harshfield on July 20, 2022, for third violations of not providing proof of a Certified Food Protection Manager and not repairing a damaged grease interceptor (trap) to contain odor. A 14-day Board order was mailed certified on August 17, 2022, requiring that the violations be corrected within fourteen (14) days of the receipt of the order, or appear before the Board of Health at the next regularly scheduled meeting following the compliance date for a license suspension hearing if proof of compliance with the order is not attained. The return receipt card has not yet been returned by the postal service.

#### **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. The latest assessment of property taxes for unpaid O&M permits and late fees as certified by the Health Commissioner was submitted to the County Auditor on September 2, 2022, for collection as liens against the properties. It was also recently revealed by the County Auditor's Office that the collections received for unpaid O&M fees for 2019, 2020, and 2021 were inadvertently forwarded to Lake Township, but have now been properly returned to the Health District's Sewage O&M Program account. Third and final notices for the remaining township of Jefferson are scheduled for October 3, 2022. That will complete the certified mailings for the initial enrollment period for the county which has taken three years to complete.

**PROPOSED RESOLUTION 2022-07 AMENDS THE MOBILE FOOD (FSO/RFE) LOCAL LICENSE FEE**

A Resolution amending Regulation No. 40, a regulation establishing fees for the Public Swimming Pool, Public Spa, Special Use Pool, Recreational Vehicle Park, Recreation Camp, Combined Park Camp, Food Safety, Sewage Treatment, Private Water System, and Infectious Waste environmental health programs in the health district.

Whereas the 2022 Food Cost Methodology as required by the Ohio Department of Health and the Ohio Department of Agriculture, and based on 2021 data, allows that the local portion of the mobile food facility license fees for both mobile food service operations (FSOs) and mobile retail food establishments (RFEs) be increased accordingly, Whereas all mobile food facilities in operation at the time of the beginning of the reading of the normal three-reading rule by the Logan County Board of Health to amend food fees for the 2023 food licensing period, will be contacted and invited to attend or submit comments for the public meeting held at the next Board of Health meeting when the second reading will occur,

BE IT RESOLVED by the Board of Health of the Logan County Health District that by resolution agree that the local portion of the mobile food license fee will be accordingly raised to \$90.00. It was moved by Mrs. Watkins and seconded by Mrs. Wish to accept the proposed resolution 2022-07 as written.

On roll call, the vote was as follows: Mr. Harrison-aye, Mrs. Wish-aye, and Mrs. Watkins-aye. Nays: none. Motion carried.

This Resolution will be presented at the October and November 2022 Board meetings with a hearing for proposed resolution 2022-07 at the beginning of the October 2022 meeting.

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Robert G. Harrison, President

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Travis Irvan, Secretary

**IN THE MATTER OF UPDATE ON COST METHODOLOGIES FOR OTHER ENVIRONMENTAL HEALTH PROGRAMS**

Cost methodologies are being calculated and evaluated for other environmental health programs. If other fees need adjustment, they will be brought to the Board for a three-reading approval.

**IN THE MATTER OF BOARD EDUCATION**

The segment *Start Talking* by Sara Smith, MPA, Director, Start Talking, 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 NURSING REPORT**

Director of Nursing Kelly Reaver presented the July 2022 Logan County communicable disease case rates and the July 2022 nursing statistics. (See Notes to Minutes for Stats) Ms. Reaver reported that COVID-19 vaccines are currently available and the flu vaccine will soon be available. Monkey Pox vaccines are now available, too.

**IN THE MATTER OF PLANNING UPDATES**

Deputy Health Commissioner Donna Peachey explained that re-accreditation work is now 54% complete with one year to go.

**IN THE MATTER OF HEALTH COMMISSIONER COMMENTS**

Health Commissioner Travis Irvan updated Board members on several items.

- The employee of the month for August was Ashley Kunkel for always looking for ways to improve our services and for planning and organizing the back-to-school clinics. Her passion is seen in her work with the residents. Ms. Kunkel is a great teacher and always willing to help anyone in need.
- Since September is the last month that the WIC Program will be at the Health District, the September employees of the month were announced: the WIC staff. Tracy Davis was recommended for her consistent leadership over the years, her dedication to helping new moms and their babies, and for her 21 years of service. Kathleen Davis was recognized for her passion and dedication to helping new moms and their babies and for her 32 years of service. Christie Brannon was recommended for helping numerous new moms and their infants during her six years of service during two different stints. Shelby Purk was recognized for teaching Logan County moms the benefits of breastfeeding by providing her expertise during her three years of service.
- Staff kudos were given to Tim Smith and his team for helping someone that could have gotten into a bad situation otherwise. Details of the situation avoided are unknown.
- Mr. Irvan showed the Board the top social media posts from the LCHD and the reach in the community.

**IN THE MATTER OF A PROPOSED NEW PHONE SYSTEM**

Health Commissioner Travis Irvan explained the benefits of improving efficiency and cost savings if the Health District moves to a different phone system. It was moved by Mrs. Watkins and seconded by Mrs. Wish to grant Board approval for changing to the proposed phone system. Ayes: Mr. Harrison, Mrs. Wish, and Mrs. Watkins. Nays: none. Motion carried.

**IN THE MATTER OF SUCCESSION PLANNING**

Mr. Irvan explained that grants are currently overseen by Deputy Health Commissioner Donna Peachey. Since she is planning on leaving in 2023, the Health District needs someone who can oversee the grants when she leaves. Also, Fiscal Administration and Payroll need assistance and a backup plan for coverage during vacation or illness. Therefore, a part-time Grant Coordinator/Fiscal Assistant job description was created, and this position will be funded by the Workforce Grant. It was moved by Mrs. Wish and seconded by Mrs. Watkins to accept the part-time Grant Coordinator/Fiscal Assistant job description. Ayes: Mr. Harrison, Mrs. Watkins, and Mrs. Wish. Nays: none. Motion carried.

**IN THE MATTER OF EXECUTIVE SESSION**

It was moved by Mrs. Watkins and seconded by Mrs. Wish to enter into an executive session at 1:46 p.m. to discuss personnel and the 2023 budget with Health Commissioner Irvan, Mrs. Peachey, and Mrs. Bramlage. Ayes: Mr. Harrison, Mrs. Wish, and Mrs. Watkins. Nays: none. Motion carried. Board members came out of the executive session at 2:22 p.m. with no decision or vote necessary.

**IN THE MATTER OF 2023 BUDGET**

It was moved by Mrs. Wish and seconded by Mrs. Watkins to approve the proposed 2023 budget as presented by Health Commissioner Travis Irvan and Director of Business Operations Christina Bramlage for a total of expenses of \$2,490,273.62 (see notes to minutes for all of the budget). Ayes: Mr. Harrison, Mrs. Watkins, and Mrs. Wish. Nays: none. Motion carried.

**IN THE MATTER OF ADJOURNMENT**

Confirming the next regular meeting and hearing for Resolution 2022-07 for October 12, 2022, at 1:00 p.m. at the Logan County Health District, President Harrison adjourned the meeting at 2:25 p.m. without opposition.

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Robert G. Harrison, President

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Travis Irvan, Secretary