



Seneca County General Health District

Board of Health Meeting Minutes

Board of Health Meeting

November 19, 2020 at 6:00 pm
Meeting Via Zoom due to COVID-19

Present: Bonnie Boroff, Scott Lyons, Ann Sacksteder, Rebecca Shank, Philip Steyer, Robert Watson, Jimmie Young

Absent:

Excused:

Guests:

SCGHD Staff: Beth Schweitzer, Anita Gaietto, Laura Wallrabenstein, Andrea Cook, Trisha Kahler, Lisa England

Welcome, Roll Call and Pledge of Allegiance

With quorum present, Mr. Young called the regularly scheduled board meeting to order on November 19, 2020 at 6:00 pm; he then presided over the Pledge of Allegiance.

Public Concerns/Requests – None

Public Health In-service – None

Approval of Minutes

Mr. Young requested a motion to approve the minutes from the October 22, 2020 meeting. Mrs. Boroff made a motion to approve the minutes from the October 22, 2020 Board of Health Meeting. Mrs. Sacksteder seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Sub Committee Report

Financial Report

The Monthly Financial Report for October 2020 shows revenue for the month of \$447,686.11 and revenue year to date of \$4,855,989.38. Expenses for the month were \$484,193.03 and year to date expenses totaled \$3,849,729.18.

Mr. Young requested approval of the Monthly Financial Report for October 2020. Mr. Steyer made a motion to approve the Monthly Financial Report for October 2020. Mrs. Sacksteder seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Expenditures

Mr. Young requested approval of the previous month's expenditures. Mr. Steyer made a motion to approve the expenditures as presented. Mr. Watson seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Out of County Meetings/Travel

Mr. Young requested a motion to approve Out of County Meetings and Travel requests provided in board packets. Mrs. Shank made a motion to approve the Out of County Meetings and Travel. Mr. Lyons seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Advances/Repayments/Transfers

Mr. Young requested a motion to approve Advances, Repayments, and Transfer List provided in board packets. Mr. Watson made a motion to approve the Advances, Transfer List and Appropriations Transfer. Mrs. Shank seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Supplements

- a. Fund 7081 Senior Clinic (\$1,550.00)
- b. Fund 7082 WIC Grant (\$12,900.00)
- c. Fund 7141 Nuisance Abatement (\$1,000.00)
- d. Fund 7142 PHEP-Coronavirus-Contact Tracing \$97,414.00
- e. Fund 7142 PHEP-Coronavirus-Contact Tracing \$200,000.00
- f. Fund 7164 Home Sewage Treatment Systems \$90,833.00

Mr. Watson made a motion to approve the Supplements. Mrs. Sacksteder seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Contracts

Mr. Young requested a motion to approve contracts:

- a. Seneca County Youth Center, for nursing services, 01/01/2021-12/31/2021, not to exceed \$16,960.00(payee)
- b. Ohio Department of Health, for any Ohio Department of Health issued outbreak or pandemic vaccine. 10/08/2020-09/30/2022, no money
- c. Ohio Department of Health, for Impact Statewide Immunization Information System, effective immediately- indefinitely, no money

Mr. Lyons made a motion to approve the contracts. Mrs. Shank seconded the motion.

The motion carried upon roll call Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

- d. Mental Health and Recovery Services Board, for Seneca County Health Alliance Services, 1/01/20-12/31/2020, not to exceed \$3,000.00(payer)

Mrs. Sacksteder made a motion to approve the contract. Mr. Steyer seconded the motion.

The motion carried upon roll Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Abstain.

- e. The Baldwin Group, Inc., for software maintenance and support for HDIS program, 10/23/2020-10/22/2021, not to exceed \$2,892.10(payer)

Mrs. Sacksteder made a motion to approve the contract. Mrs. Shank seconded the motion.

The motion carried upon roll call Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Resolutions

Mr. Young requested a motion to approve resolutions:

- a. 2020.16 – Hiring Intermittent employees for Contact Tracing– Kathryn Shuff , effective 11/12/2020, Kristy Risner, effective 11/13/2020, Amber Stuard effective 11/16/2020
- b. 2020.17 - Approve payment for Employee Service Awards
- c. 2020.18 - Transfer of funds into the Termination Benefits Fund

Mrs. Schweitzer explained the Termination Benefits fund and how the fund is used to the Board of Health.

Mrs. Sacksteder made a motion to approve the resolutions. Mr. Steyer seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Division Reports

WIC

Mr. Young turned the floor over to the Director of the WIC Division, Trisha Kahler, RD LD. Mrs. Kahler reviewed her report included in board member's packet:

People: The Fall WIC Directors' Meeting will be virtual this month.

Service: Beginning November 9th, participants may choose to have yogurt on their food package as a dairy option. The yogurt replaces a portion of the milk benefit every other month.

The current return to in-person appointments date is February 22, 2021.

Beginning in January, participants will be certified for one year periods, rather than the current six month periods. The participants will still have the same number of appointments per year, but will only have to verify income eligibility once per year, instead of twice. The flow of appointments will be an initial certification, a nutrition education appointment, a health check-up (height, weight, hemoglobin, and discussion with health professional), second nutrition education, and then the re-application process would start and income eligibility would be re-verified.

Nursing

Mr. Young turned the floor over to the Director of Nursing, Andrea Cook, BSN RN. Ms. Cook reviewed her report included in board member's packet:

People:

- We have hired 3 temporary contact tracers.
- Mary Traxler RN, hire date 9/28/2020, is on the Zoom call.

Quality:

- Always striving to provide exceptional service.

Service:

- COVID19
 - As of 11/19/2020 1509 + 157 (suspected) total of 1,666 COVID cases in Seneca County. 670 males, 839 females, 36 people currently hospitalized and 24 deaths.
 - We have an increase of 1,030 cases, 28 hospitalized cases and 5 deaths since last board meeting 10/22/2020.
 - October stats show 465 people were contact traced, up from 140 people last month. A total of 1074 since March

Mr. Steyer voiced concern with how the hospitals are doing on capacity. Mrs. Schweitzer stated the hospitals are not overloaded as of this time. Ms. Cook stated that a lot of the hospitalized county residents are in Blanchard Valley Hospital in Findlay or Toledo.

Mr. Lyons wondered if the stats show where our cases are coming from. Ms. Cook said cases are coming from family members, there was an outbreak at a church, and our nursing homes cases are increasing. Mrs. Sacksteder wondered if weddings are still an issue with increasing cases. Ms. Cook the last wedding associated with cases in Seneca County was 10/10/2020. Ms. Cook also said people are resistant to telling where they were 14 days prior to becoming ill or a positive test. That makes it very hard to track. Mrs. Schweitzer said most of the spread is from private smaller gatherings.

Environmental Health

Mr. Young turned the floor over to the Director of Environmental Health, Laura Wallrabenstein, MA RS. Mrs. Wallrabenstein reviewed her report included in board member’s packet:

Mrs. Wallrabenstein presented for condemnation, property located at:

- a. 12140 W CR 10, Alvada, Oh 44802
Owned by: Justin E. Lyons 5025 Fessler-Buxton D Houston, OH 45333
- b. 461 W. Lytle St. Lot 236 (Westgate MHP) Fostoria, OH 44830
Owned by: Vicki L. Feehan (same address)

Mr. Young requested a motion to approve the condemnation of the properties located at 12140 W CR 10, Alvada, OH 44802 Owned by: Justin E. Lyons 5025 Fessler-Buxton D Houston, OH 45333 and 461 W. Lytle St. Lot 236 (Westgate MHP) Fostoria, OH 44830, Owned by: Vicki L. Feehan (same address) Mrs. Sacksteder made a motion to approve the condemnation of the properties located at 12140 W CR 10, Alvada, OH 44802 Owned by: Justin E. Lyons 5025 Fessler-Buxton D Houston, OH 45333 and 461 W. Lytle St. Lot 236 (Westgate MHP) Fostoria, OH 44830, Owned by: Vicki L. Feehan (same address). Mr. Steyer seconded the motion. The motion carried upon roll call vote Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Mrs. Wallrabenstein presented for rescind condemnation and rescind public health nuisance, property located at:

- a. 935 N. Main St. Fostoria, OH 44830
Owned by: Louise Arbogast 404 Burnham Dr. Fostoria, OH 44830
- b. 335 Perry St. Fostoria, OH 44830
Owned by: PBK Rentals LLC 3834 Girton Rd. Wayne, OH 43466
- c. 310 S. Poplar St. Fostoria, OH 44830
Owned by: William Sayre 301 S. Main St. Fostoria, OH 44830
- a. 3718 W CR 26, Tiffin, OH 44883
Owned by: GLS Leasco Inc. PO Box 869 Warren, MI 48090-0869

Mr. Young requested a motion to approve the rescind condemnation of the properties located at 935 N. Main St. Fostoria, OH 44830 Owned by: Louise Arbogast 404 Burnham Dr. Fostoria, OH 44830, 335 Perry St. Fostoria, OH 44830 Owned by: PBK Rentals LLC 3834 Girton Rd. Wayne, OH 43466 and 310 S. Poplar St. Fostoria, OH 44830, Owned by: William Sayre 301 S. Main St. Fostoria, OH 44830. Also to rescind public health nuisance at 3718 W CR 26, Tiffin, OH 44883 Owned by: GLS Leasco Inc. PO Box 869 Warren, MI 48090-0869. Mr. Steyer made a motion rescind condemnation of the properties located at 935 N. Main St. Fostoria, OH 44830 Owned by: Louise Arbogast 404 Burnham Dr. Fostoria, OH 44830, 335 Perry St. Fostoria, OH 44830 Owned by: PBK Rentals LLC 3834 Girton Rd. Wayne, OH 43466 and 310 S. Poplar St. Fostoria, OH 44830, Owned by: William Sayre 301 S. Main St. Fostoria, OH 44830. Also to rescind public health nuisance at 3718 W CR 26, Tiffin, OH 44883 Owned by: GLS Leasco Inc. PO Box 869 Warren, MI 48090-0869. Mrs. Boroff seconded the motion. The motion carried upon roll call vote Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Third reading of 2021 proposed food fees:

FOOD SERVICE CATEGORY	2019	2020	2021
Commercial Risk I <24,999 sq. ft.	\$136.30	\$ 128.64	\$ 129.26
Commercial Risk II <24,999 sq. ft.	\$153.74	\$ 145.29	\$ 145.45
Commercial Risk III <24,999 sq. ft.	\$295.35	\$ 280.47	\$ 276.91
Commercial Risk IV <24,999 sq. ft.	\$374.88	\$ 356.38	\$ 350.74

Commercial Risk I >25,000 sq. ft.	\$197.69	\$187.24	\$ 186.25
Commercial Risk II >25,000 sq. ft.	\$208.15	\$ 197.23	\$ 195.96
Commercial Risk III >25,000 sq. ft.	\$741.82	\$ 706.64	\$ 691.38
Commercial Risk IV >25,000 sq. ft.	\$786.46	\$ 749.26	\$ 732.82
Mobile	\$221.74	\$ 238.78	\$222.69
Vending	\$11.22	\$ 11.43	\$ 11.69
Temporary	\$63.50	\$ 65.00	\$ 65.00

Late Fee: 25% of Local Fee.

Plan Review Fees: Class 1 or 2 = \$250.00 (INCREASE OF \$50)

Class 3 or 4 = \$300.00 (INCREASE of \$50) Level 2 Proctor = \$40.00

FEE: One opening inspection is included with the plan review fee. All additional inspections related to plan reviews are \$50 per inspection.

(Plan review fees were last increased in 2014)

Mr. Young requested a motion to adopt the 2021 Food Fees. Mrs. Boroff made the motion to adopt the 2021 Food Fees effective January 1, 2021 as presented. Mr. Lyons seconded the motion.

Mr. Lyons asked if there would be any reduction in fees with the fact some restaurants have had to close for a time or only able to do carry out. Mrs. Wallrabenstein said that would be a decision by the Ohio Department of Health.

The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

People: Heather, our EH clerk, has been busy doing contact tracing so Laura Young and the rest of the staff have pitched in to do more “office work”.

Service: I have been trying to help the nursing division by returning COVID-related calls – there are lots of them. . .

Landfill update

Phase 13 is in progress

Additional Gas Well Drilling to mitigate potential LFG leaks

Stationary Monitors – No readings over 15 ppb

SCGHD Monitoring – No readings over 15 ppb

SCGHD inspections – No violations cited on October 8

OEPA violations – No October violations

License conditions – Monitors are in place and documentation has been received.

Health Commissioner

Mr. Young turned the floor over to the Health Commissioner, Beth Schweitzer, MPH.

Service:

Four All AOHC Member Calls

Two NW District Calls

TWO AOHC Board meetings with ODH Leadership

Four calls for all health commissioners with Governor DeWine

Four ODH Calls for health departments only

Two Seneca County Emergency Partners meetings
 One Elected Official Department Heads calls
 Three Cares Relief Act committee Calls
 Calls with WBVI radio
 2 calls with school Superintendents
 Homeless shelter call

People:

COVID

Growth:

COVID

Quality:

No news from PHAB about document review.
 Receiving absence counts daily from schools

Complaint calls continue.

Financial:

Received additional \$200,000.00 for COVID Response supplemental fund
 CARES money purchased two refrigerators and freezer

Employee Related Actions

Unfinished Business

New Business

Mr. Young would like to recognize the Staff Service Awards:

Teresa Reinhart	25
-	-
Andrea Cook	20
Anita Gaietto	20
Nichole Rumschlag	20
Rita Schank	20
Kelly Thom	20
Cynthia Voorhees	20
Alice Terry	10
Susan Burks	5
Trisha Kahler	5

Mrs. Sacksteder made a motion (at 7:34 p.m.) to go into Executive Session under Ohio Revised Code 121.22 G1 Personnel: to consider employee compensation. Mr. Lyons seconded the motion. The motion

carried upon roll call vote. Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Mr. Young announced (at 8:02 p.m.) that no action was taken and the regular board meeting resumed.

Mr. Young announced that there will be a special board meeting on November 30, 2020 at 6:00 p.m.

Adjournment

Mr. Lyons made a motion to adjourn the meeting. Motion carried. Meeting adjourned at 8:10 p.m.