



Public Health
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Fairfield Department of Health

BOARD OF HEALTH RECORD OF PROCEEDINGS

Fairfield Department of Health
Minutes of the Board of Health
August 8, 2018 at 3:00 P.M.

Meeting Location: Fairfield Department of Health, Conference Room, Lancaster, Ohio

Call to Order: President Dave Petty called the Board of Health meeting to order at 3:00 p.m.

Board Members Present

Paul Martin (alternate, Licensing Council)
Dr. Steven Kapetansky
Dave Petty
Brian Oliver

Board Members Absent

Tina Childers
Charlie Engen

A quorum was established. The meeting began with the Pledge of Allegiance.

Staff Present

Dr. Mark Aebi, Health Commissioner; Larry Hanna, Administrator; Kathie Whitlock, Administrative Assistant; Tiffany Nash, R.N.; Jamie Ehorn, Fiscal Officer; Kelly Spindler, Environmental Director
119 Hearing – Staff present: Kevin Barlow, R.S.; Deb Kilbarger, R.S.; Devin Unger, R.S.

Others Present

119 Hearing - Dr. Cox; Amy Brown-Thompson, County Prosecutor, Stenographer.
No public was present for the Board of Health meeting

119 Suspension Hearing

The Board of Health held a 119 Suspension hearing for Alleghany West Conference of Seventh Day Adventists Campground due to several violations noted at the campgrounds. Health Department staff gave testimony of the violations and then Dr. Cox gave his testimony. After testimony and closing statements were given the Board members met in closed session and deliberated. After deliberations, the board reconvened and voted to suspend the license of Alleghany West Campground until the plan approval with Ohio Department of Health is completed, the dump station is installed and operable, all violations are corrected, and the property is in full compliance with Ohio campground rules (OAC 3701-26).

The hearing ended at 4:00 p.m.

BOARD OF HEALTH MEETING

The Board of Health meeting convened at 4:00 p.m. Board Members present: Dave Petty; Dr. Steven Kapetansky; Brian Oliver, Paul Martin

Approval of Minutes

Dr. Kapetansky approved the July 11, 2018 board meeting minutes as presented. Brian Oliver seconded the motion. The motion passed by a unanimous voice vote.

Environmental Report

The written report was submitted and filed in health department files. Mrs. Spindler highlighted the report.

Resolution 2018-52 – The purpose of Resolution 2018-52 is to refer Melinda Carroll, Pickerington, Ohio, to prosecution for failure to comply with Ohio Revised Code 3707.01: *“The board of health of a city or general health district shall abate and remove all nuisances within its jurisdiction. It may by order, compel the owners, agents, assignees, occupants, or tenants of any lot, property, building, or structure to abate and remove any nuisances therein and prosecute such persons for neglect or refusal to obey such orders.”* This nuisance has been abated.

Resolution 2018-53 – The purpose of Resolution 2018-53 is to grant a variance to waive the required minimum length along contour for the soil absorption component located at 7350 Busey Road, Canal Winchester, Ohio (Karen Zeller).

Resolution 2018-54 – The purpose of Resolution 2018-54 is to grant a variance to waive the required minimum length along contour for the soil absorption component located at 3677 Geiger Rd NE, Millersport, Ohio (James Winegardner).

Approval of Resolutions – **Brian Oliver moved to approve Resolution 2018-53 and Resolution 2018-54. Paul Martin seconded the motion. The motion passed by a unanimous voice vote.**

Approval of Environmental Review Committee Report – **Dr. Steven Kapetansky moved to approve the Environmental Review Committee report and recommendations. Paul Martin seconded the motion. The motion passed by a unanimous voice vote.**

Financial Report

The written report was submitted and filed appropriately in health department files. Mrs. Ehorn highlighted the written report. The department collected 58% of our revenue, while spending 59% of our budget.

Resolution 2018-43– The purpose of Resolution 2018-43 is to memo expense the district health fund in the amount of \$758.62. This expense is due to OPERS requiring the health department to pay the retirement for a former employee now working at the Fairfield Community Health Center.

Resolution 2018-44 – The purpose of Resolution 2018-44 is to make a permanent cash transfer of \$20,000.00 from the District Health fund into the Public Health Nursing fund and to appropriate from unappropriated monies in the Contract Services fund by \$20,000.000; to amend the Certificate of Estimated Resources in the amount of \$20,000.00 and to update the receipt line item in the Interfund Transfers in Revenue fund in the amount of \$20,000.00.

Resolution 2018-45 -The purpose of Resolution 2018-45 is to appropriate unappropriated monies in the Refund fund in the amount of \$435.00.

Resolution 2018-48 – The purpose of Resolution 2018-48 is to appropriate unappropriated monies in the Contract Services fund in the amount of \$15,652.00; to amend the Certificate of Estimated Resources in the amount of \$15,652.00; to update the receipt line item in the OWDA Loan Revenue fund in the amount of \$8,457.50; the Charges for Services fund in the amount of \$7,19450.

Resolution 2018-49 – The purpose of Resolution 2018-49 is to advance \$4,210.60 from the District Health fund to the Bioterrorism (PHEP) fund.

Resolution 2018-50 – The purpose of Resolution 2018-50 is to make a cash transfer to the Public Health Nursing fund in the amount of \$3,900.00

Approval of Resolutions – Paul Martin moved to approve Resolution 2018-43; Resolution 2018-44; Resolution 2018-45; Resolution 2018-48; Resolution 2018-49 and Resolution 2018-50. Dr. Steven Kapetansky seconded the motion. The motion passed by a unanimous voice vote.

Miscellaneous

- Mrs. Ehorn discussed the expenses not budgeted or unexpected expenses (over \$1,000.00)
 - o Dell Marketing – Server Warranty - \$2,448.30
- The invoices paid during the month over \$3,000.00 were discussed.
 - o Spohn Excavating, Inc. for the WPCLF grant - \$66,396.00
 - o Clarke Mosquito Control Products – Mosquito Sprayer - \$16,371.93
 - o Dell Marketing – 2 computers - \$3,075.78
 - o Local Public Health Services Collaborative – Medical Billing Software for 2 quarters - \$4,018.50
 - o Public Entities Pool – Liability Insurance - \$10,767.39
 - o Sanofi Pasteur – Vaccine - \$9,419.62
 - o Treasurer – State of Ohio (Vital Statistics \$23,714.00; C&DD – April - \$6,347.50; C&DD – May - \$10,465.13
 - o Treasurer – State of Ohio (Water \$4,398.00; Food \$140.00; Sewage \$1,254.00

- The cash balance as of July 31, 2018 for all programs is \$1,630,064.95 and District Health (not including WPCLF) is \$1,010,211.17
- Health Insurance was discussed. As of 6/30/18 the health department health insurance run out claims from 2017 has a deficit of \$221,017.15. Mrs. Ehorn stated that the department does owe this debt. A letter was submitted to the Attorney General's office voicing concern over how this amount was determined due to the consortium and stop loss.

Approval of Financial Report and Out of County Travel – **Brian Oliver moved to approve the Financial Report and Out-of-County travel as presented. Dr. Steven Kapetansky seconded the motion. The motion passed by a unanimous voice vote.**

Nursing Report

The written report was submitted and filed in health department files. Tiffany Nash highlighted the written report.

- Back to School Clinics – The back-to-school clinics are scheduled for August 14th, 21st and 28th at FDH. Flu clinics are getting scheduled now. One of the clinics will be held at Olivedale at the end of September.
- A large scabies outbreak has developed in Pipeline workers in Lancaster. Scabies is a Class C reportable disease.
- The garden towers were delivered to the schools on August 8th.

Administration

Vacation – Mr. Hanna reported that he will be out quite a bit for vacation this month and next. Tiffany Nash will be in charge during this time. Kelly Spindler will assist.

Duffy Road – Mr. Hanna discussed a situation on a burned-out house on 1981 Duffy Road in Berne Township. He spoke to township trustee Kelly Shull and they would be willing to use their equipment to tear down the remainder of the house if the health department would supply a dumpster. Mr. Hanna checked with Josh Horachek, Assistant Prosecutor and he didn't see a problem with supplying the dumpster. Mrs. Valentine, Sanitarian, spoke with the property owner and they were okay with this. The board members agreed to the dumpster.

Amanda Northern Road – The property is located on 640 Amanda Northern Road. There are two homes on the property. The home is in the back and has a failing septic system. It does appear to be owned and occupied and the owners were to contact Kelly Spindler, Environmental Director, about qualifying for the WPCLF program. They will need a soil evaluation to determine what type of replacement system they will need.

Public Comments – There was no public comments noted.

Adjournment

The meeting adjourned at 3:50 p.m. on motion by Dr. Steve Kapetansky. Paul Martin seconded the motion. The motion passed by a unanimous voice vote.



Dave Petty, President
Fairfield Department of Health



Mark Aebi, M.D., Secretary
Fairfield Department of Health