

**MINUTES OF
October 16, 2018
WARREN COUNTY BOARD OF HEALTH MEETING**

000998

The regular monthly meeting of the Warren County Board of Health was held Tuesday October 16, 2018 in the first floor conference room of the Warren County Health District, 416 South East Street, Lebanon, Ohio. President, Mr. Dick Staten, called the meeting to order at 6:00 pm.

Members Responding to Roll Call:

Mr. Dick Staten, Mr. Adam McClanahan, Mr. George Long, Mr. Dominic Brigano, and Dr. Stephen Barr were present at roll call. Mr. Ed Porginski entered the meeting after roll call was taken. (Mrs. Terrie Zajo, Mrs. Joan Hayes and Dr. James Sosnowski were absent)

Others Present:

Duane Stansbury, Health Commissioner; Dr. Scott Swope, Medical Director; Tammy Cranmer, Administrative Assistant; Chris Balster, Director of Environmental Health; Brenda Joseph, Fiscal Director and Jacqueline Viox with Viox Excavating

Public Hearing for Second Reading of Supplementary Local Rules to Ohio Department of Health Code Chapter 3701-29 Sewage Treatment System Rules

No one from the public was present to speak to the Board in reference to the second reading of the Supplementary Local Rules to Ohio Department of Health Code Chapter 3701-29 Sewage Treatment System Rules. Mr. Stansbury informed Board members that notices of the proposed rules were sent to all affected parties along with notice of these evenings public hearing. Mr. Balster added that he did receive comment from a soil evaluator stating that he agreed with the verbiage used in reference to the water table section.

Voted to Dispense Second Reading of Supplementary Local Rules to the Ohio Department of Health Ohio Administrative Code Chapter 3701-29 Sewage Treatment System Rules: (motion #84-2018)

Mr. McClanahan made a motion to dispense with the second reading of Supplementary Local Rules to the Ohio Department of Health Ohio Administrative Code Chapter 3701-29 Sewage Treatment System Rules and read by title only. Dr. Barr seconded his motion and the following is a result of a roll call vote:

Mr. Staten – aye; Mr. Brigano – aye; Mr. McClanahan – aye;
Dr. Barr – aye; Mr. Long – aye

Accepted Second Reading of Supplementary Local Rules to the Ohio Department of Health Ohio Administrative Code Chapter 3701-29 Sewage Treatment System Rules: (motion #85-2018)

Mr. Long made a motion to accept the second reading of Supplementary Local Rules to the Ohio Department of Health Ohio Administrative Code Chapter 3701-29 Sewage Treatment System Rules. Dr. Barr seconded his motion and the following is a result of a roll call vote:

Mr. Staten – aye; Mr. Brigano – aye; Mr. McClanahan – aye;
Dr. Barr – aye; Mr. Long – aye

Public Hearing for Second Reading of Warren County Health District Rabies Control Regulation

No one from the public was present to address the Board in reference to the second reading of Warren County Health District Rabies Control Regulation. Mr. Stansbury again noted that all affected parties were sent notice of the public hearing and notification of the proposed rules. Mr. Balster said that he received one comment from a local veterinarian who stated he just wanted to make sure there was something in the regulation that would allow a licensed veterinarian to exempt an animal from the vaccine due to vaccine reaction. Mr. Balster said the regulation does contain verbiage to allow this.

Voted to Dispense Second Reading of Warren County Health District Rabies Control Regulation
(motion #86-2018)

Dr. Barr made a motion to dispense the second reading of Rabies Control Regulation and read by title only. Mr. Long offered a second and the motion carried with the following response to a roll call vote:

Mr. Brigano – aye; Mr. McClanahan – aye; Dr. Barr – aye;
Mr. Long – aye; Mr. Staten – aye

Voted to Accept Second of Warren County Health District Rabies Control Regulation
(motion #87-2018)

Dr. Barr made a motion to accept the second reading of Rabies Control Regulation, as presented, and Mr. Brigano seconded his motion which carried with the following response to a roll call vote:

Mr. Brigano – aye; Mr. McClanahan – aye; Dr. Barr – aye;
Mr. Long – aye; Mr. Staten – aye

At this point, 6:05 pm, Mr. Staten closed the Public Hearing and continued to regular session.

Minutes of Board Meeting Approved (motion #88-2018)

Minutes of the September 2018 Board of Health meeting were approved as written. Motion to approve came from Dr. Barr and a second came from Mr. Brigano. The motion carried with the following response to a roll call vote:

Mr. Brigano – aye; Mr. McClanahan – aye; Dr. Barr – aye;
Mr. Long – aye; Mr. Staten – aye

Mr. Porginski entered the meeting at this time, 6:06 pm.

Training Requests #43-2018 through #45-2018 Approved (motion #89-2018)

Board members were presented with the October 2018 training requests for their consideration. Dr. Barr made a motion to approve training requests #43-2018 through #45-2018. The motion was seconded by Mr. Long and the following is a result of a roll call vote:

Mr. McClanahan – aye; Dr. Barr – aye; Mr. Long – aye;
Mr. Porginski – abstained; Mr. Staten – aye; Mr. Brigano – aye

October 2018 Monthly Expense List Approved (motion #90-2018)

There were no questions in reference to the October 2018 expense list. Mr. McClanahan made a motion to approve the September 2018 expense list, as presented, and Mr. Brigano seconded the motion which carried with the following result of a roll call vote:

Dr. Barr – aye; Mr. Long – aye; Mr. Porginski – aye;
Mr. Staten – aye; Mr. Brigano – aye; Mr. McClanahan – aye

Financial Review To Date

There were no questions in reference to the financial review to date.

Administrative Report

Mr. Staten turned the meeting over to the Health Commissioner at 6:08 pm for his Administrative Report items.

Equipment Purchase Approved (motion #91-2018)

Mr. Stansbury informed Board members of the need to replace the vaccine refrigerator that was purchased in 2009 and also the vaccine freezer. Both units have begun having ongoing problems and a larger freezer unit

would help accommodate new vaccines required to be stored frozen. He presented them with quotes of \$10,100 for a refrigerator unit and up to \$7951 for a freezer unit. The estimated delivery and set up fee for both units is \$1094. Mr. Long made a motion approving up to \$19,145 total cost for the purchase, delivery, and set up of a new vaccine refrigerator and a vaccine freezer. Mr. McClanahan seconded his motion which carried with the result of the following roll call vote:

Dr. Barr – aye; Mr. Long – aye; Mr. Porginski – aye;
Mr. Staten – aye; Mr. Brigano – aye; Mr. McClanahan – aye

Water Pollution Control Loan Funding Project Bid Accepted for 5428 N. State Route 42 (motion #92-2018)

The property at 5428 N. State Route 42 is in need of a soil evaluation. Under the (OEPA) Ohio Environmental Protection Agency's (WPCLF) Water Pollution Control Loan Funding program the homeowner qualifies for 85% loan forgiveness. Two bids were received to cover the completion of a soil evaluation for the lot. After discussion, Mr. McClanahan made a motion to accept the lower bid of \$250 from Clearcreek Environmental under the guidelines and funding of the OEPA's WPCLF program. Dr. Barr seconded his motion and the following is the response to a roll call vote:

Mr. Porginski – aye; Mr. Staten – aye; Mr. Brigano – aye;
Mr. McClanahan – aye; Dr. Barr – aye; Mr. Long – aye

Water Pollution Control Loan Funding Project Bid Accepted for 8870 Butler Warren Road (motion #93-2018)

The household sewage treatment system at 8870 Butler Warren Road has been identified to be a failing system. The homeowner has provided the documentation illustrating income eligibility for 85% funding assistance through the (OEPA) Ohio Environmental Protection Agency's (WPCLF) Water Pollution Control Loan Funding program. Two bids were received to cover the replacement and relocation of the existing system. After discussion, Mr. McClanahan made a motion to accept the lower bid of \$18,500 from SepTek Services to repair/replace the household sewage treatment system at 8870 Butler Warren Road under the guidelines and funding of the OEPA's WPCLF program. Dr. Barr seconded his motion and the following is the response to a roll call vote:

Mr. Porginski – aye; Mr. Staten – aye; Mr. Brigano – aye;
Mr. McClanahan – aye; Dr. Barr – aye; Mr. Long – aye

Variance Request #6-2018 for Septic System at 589 Grandwood Court Approved (motion #94-2018)

Variance Request #6-2018 was presented to Board members for consideration. Because of damage received to the soil absorption component during the construction of the dwelling, this design variance is being requested to allow for the trenches to be shortened maintaining placement in undisturbed soil (per requirement of ORC 3701-29-15 while still maintaining the required design square footage. The system designer and a health department staff person reviewed the design and recommend approval of this variance. Mr. Long made a motion to accept Variance Request #6-2018 and Mr. McClanahan seconded his motion which carried with the result of the following roll call vote:

Mr. Staten – aye; Mr. Brigano – aye; Mr. McClanahan – aye;
Dr. Barr – aye; Mr. Long – aye; Mr. Porginski – aye

Entered Executive Session (motion #95-2018)

At 6:23 pm, per the meeting agenda, Dr. Barr made a motion to enter into Executive Session to discuss employee compensation. Mr. McClanahan seconded his motion and the following is a result of a roll call vote:

Mr. Staten – aye; Mr. Brigano – aye; Mr. McClanahan – aye;
Dr. Barr – aye; Mr. Long – aye; Mr. Porginski – aye

Returned to Regular Session (motion #96-2018)

At 7:25 pm Dr. Barr made a motion to return to regular session of the Board of Health meeting and Mr. Long seconded the motion which carried with the following response to a roll call vote:

Mr. Staten – aye; Mr. Brigano – aye; Mr. McClanahan – aye;
Dr. Barr – aye; Mr. Long – aye; Mr. Porginski – aye

Employee Compensation and Amendment to Compensation Plan (motion #97-2018)

Mr. McClanahan made a motion to make a one-time increase to the three director's positions of 8% effective 1/1/19. He stated they will still go through the evaluation process but will not receive additional increase over the 8%. He added that moving forward, into 2019, they will resume to the normal evaluation process. He also included in this motion that the maximum amount in Paygrade 13 (in the Compensation Plan Structure) be increased by 10% to \$105,248. Dr. Barr seconded his motion and the following is a result of a roll call vote:

Mr. Brigano – aye; Mr. McClanahan – aye; Dr. Barr – aye;
Mr. Long – aye; Mr. Porginski – aye; Mr. Staten – aye

Other Business

Mr. Stansbury informed Board members that he has received a quote from Ohio Insurance Service for renewal of our current plan showing a 4% increase in premium. They also provided a quote on another Anthem plan with a higher deductible but suggested the agency fund an HRA to help employees offset the increase in deductible. Mr. Harmon of Ohio Insurance Services is still shopping some larger carriers and all information will be available for their consideration at the November meeting.

With no further business to discuss the Board dismissed at 7:28 pm.



James Staten,
President Secretary



Duane Stansbury, R.S., M.P.H.