

**MINUTES OF  
October, 2019  
WARREN COUNTY BOARD OF HEALTH MEETING**

The regular monthly meeting of the Warren County Board of Health was held Tuesday October 15, 2019 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 6:05 pm.

**Members Responding to Roll Call:**

Dr. James Sosnowski, Mr. Dick Staten, Ms. Holly Boyd, Mr. Dominic Brigano, Mr. Ed Porginski, and Mrs. Joan Hayes entered the meeting late (Dr. Stephen Barr, Mr. Adam McClanahan, and Mrs. Terrie Zajo were absent)

**Others Present:**

Duane Stansbury, Health Commissioner; Tammy Cranmer, Administrative Assistant; Chris Balster, Director of Environmental Health; Dianna Glenn, Director of Nursing; and Brenda Joseph, Director of Finance.

**Minutes of Board Meeting Approved** (motion #95-2019)

Minutes of the September 2019 Board of Health meeting were approved as written. Motion to approve came from Mr. Brigano and was seconded by Ms. Boyd. The motion carried with the following response to a roll call vote:

Dr. Sosnowski – aye; Mr. Staten – aye; Mr. Brigano – aye;  
Ms. Boyd – aye; Mr. Porginski - aye

**October 2019 Monthly Expense List Approved** (motion #96-2019)

The October 2019 Expense List was presented to Board members for their consideration. Mr. Brigano made a motion to approve the expense list, as presented, and Dr. Sosnowski seconded the motion which carried with the following result of a roll call vote:

Mr. Staten – aye; Mr. Brigano – aye; Ms. Boyd – aye;  
Mr. Porginski – aye; Dr. Sosnowski – aye

**Financial Review To Date**

There were no questions in reference to the financial report.

*\*Mrs. Hayes entered the meeting at this time (6.08 pm)*

**Administrative Report**

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

**Variance Request #7-2019 Approved** (motion #97-2019)

A variance has been requested to allow a new property line at 775 Deer Bend Court (Clearcreek Township), as a result of a replat, be located within five feet of an existing mound system. This is a variance from Ohio Administrative Code 3701-29-06 that requires a ten foot setback. The sanitarian supervisor recommended approval of the variance. Dr. Sosnowski made a motion to approve Variance Request #7-2019 and Ms. Boyd seconded his motion. The following is a result of a roll call vote:

Mr. Staten – aye; Mr. Brigano – aye; Ms. Boyd – aye;  
Mr. Porginski – aye; Dr. Sosnowski – aye; Mrs. Hayes – aye

**Bids Approved for Water Pollution Control Loan Funding Project at 2789 N St.Rt.48** (motion #98-2019)

The Environmental Health Division made notice and received bids for the WPCLF project at 2789 N. St. Rt. 48. Bids were presented to Board members. Ms. Boyd made a motion to accept a bid from SepTek Services, for \$295, to pump the sewage treatment system at this project and also to accept a bid from Clearcreek

Environmental (\$250) to complete a soil evaluation of the lot for the failing system at this project address. Mrs. Hayes made a second to the motion and the following is a response to a roll call vote:

Mr. Brigano – aye; Ms. Boyd – aye; Mr. Porginski – aye;  
Dr. Sosnowski – aye; Mrs. Hayes – aye; Mr. Staten – aye

**Approved for the Health Commissioner to sign a 2 year Agreement w/Clear Impact** (motion #99-2019)

Ohio Department of Health is providing the Warren County Health District with four user license to Clear Impact software. The software will allow us to create a “scorecard” for our Community Health Improvement Plan. This should allow our Community Health Assessment and Community Health Improvement Plan be more useable documents for us and our community partners. There is no cost, at this point, as ODH is covering the cost for the first two years.

Ms. Boyd – aye; Mr. Porginski – aye; Dr. Sosnowski – aye;  
Mrs. Hayes – aye; Mr. Staten – aye; Mr. Brigano – aye

**Other Business**

~ Mr. Stansbury informed Board Members that he is looking to restructure the Plumbing Division and that Mrs. Cranmer the Chief Plumbing Inspector are working together to draft job descriptions for two Plumbing Inspector 2 positions.

~ Mr. Stansbury informed the Board that our Nutritionist is rumored to be retiring and he would like to post her job (upon her formal notice of retirement) and hire in time for a new person to work concurrently with her, for a short period, to learn her position. Board members said that is a decision he can make and does not require their approval.

~ WCHD had their site visit on October 8<sup>th</sup> and 9<sup>th</sup>. Board members extended a Thank You to the staff for all their work throughout the Accreditation Process.

~WCHD will be hosting another Tire Recycling event on October 26<sup>th</sup> at the Salem Township Fire Department (Flyers were provided to Board members)


~Mr. Stansbury reported that Ohio reported the first 2019 human West Nile virus case in which the victim has died.

~Board members were informed that a hot tub exhibit at a State Fair in North Carolina is being blamed for a recent outbreak of Legionnaires’ disease and Pontiac fever. More than 100 people became ill and at least one has died.

~Board members were also informed Kroger is joining Walgreens and Walmart to end the sale of e-cigarette products.

With no further business to discuss Mr. Staten dismissed the Board of Health meeting at 6:33 pm.

  
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James Staten,  
President

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