

STARK COUNTY COMBINED BOARD OF HEALTH

March 12, 2025

The regular meeting of the Stark County Combined Board of Health was called to order by Jennifer Kungle, at 8:00 am. Members in attendance were:

Mohammed Ali David Benner Phil Francis Karen Hiltbrand

Jennifer Kungle Terrence Seeberger David Thorley

The Oath of Office was administered to reappointed Board of Health members; Karen Hiltbrand, David Thorley, and new Board of Health member Mohammed Ali.

A motion was made by Karen Hiltbrand seconded by David Benner, that the minutes of the February 12, 2025, meeting be approved by the Health Commissioner and Secretary to the Board. The voice vote was unanimous and the motion passed.

FINANCIAL

A motion was made by David Benner seconded by Karen Hiltbrand that the following resolution authorizing payment of vouchers for February 2025 be approved as seen in the attachments.

RESOLUTION

BE IT RESOLVED, by the Board of Health of the Stark County Combined General Health District, Stark County, Ohio:

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SECTION 1: That the expenses as presented by Kirkland Norris, Health Commissioner of the Stark County Combined General Health District be approved for payment.

SECTION 2: That the Auditor of Stark County be and is hereby authorized to draw warrants on Stark County, Treasurer, for payment of vouchers, hereof.

ADOPTED: April 9, 2025, by the STARK COUNTY COMBINED BOARD OF HEALTH

_____	_____
_____	_____
_____	_____
_____	_____

With two abstentions, the voice vote was unanimous and the motion passed.

RESOLUTION

It was moved by Karen Hiltbrand, seconded by David Thorley, that the **PAYROLL REIMBURSEMENT** be approved as submitted in the attachment: NOW THEREFORE, Kirkland Norris, Health Commissioner, is hereby ordered and authorized to sign any payroll forms required by the Office of the Auditor for the warrant dates of March 12 and 26, 2025, to transfer, advance, or reimburse District Health for salaries, PERS, insurance, Medicare, and travel from Funds 006, 007, 008, 018, 025, 049, 085, 095, 125, 162, 163, 216, 258,

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288, 411, 412, 413, 519, 553, 560, 632, 721, 722, 965 and 966. The voice vote was unanimous and the motion passed.

The resolution shall take effect and be in force from and after the earliest period allowed by law, adopted April 9, 2025, by the Board of Health, Stark County Combined General Health District.

PRESIDENT

SECRETARY

A motion was made by David Benner, seconded by Karen Hiltbrand, authorizing the reimbursement of personnel items for the month of February 2025. The voice vote was unanimous and the motion passed.

A motion was made by Karen Hiltbrand, seconded by David Benner, authorizing the Transfer of Appropriations for the month of February 2025. The voice vote was unanimous and the motion passed.

Mr. Norris presented the financial report, as seen in the attachments. A motion was made by Karen Hiltbrand, seconded by David Benner, to approve the monthly financial report as presented. The voice vote was unanimous, and the motion passed.

A motion was made by Karen Hiltbrand, seconded by David Thorley, approving the Stark County Combined General Health District 2026 Budget. The voice vote was unanimous and the motion passed.

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PERSONNEL

A motion was made by David Thorley, seconded by Karen Hiltbrand to acknowledge the letter of resignation from Alejandra Twiss, Environmental Health Services, and grant permission to the health commissioner to hire a replacement. The voice vote was unanimous and the motion passed.

A motion was made by Karen Hiltbrand, seconded by David Benner to grant approval for the Health Commissioner, Nursing Director, and Environmental Health Director/Unit Manager to attend the Ohio Public Health Conference in Columbus, sponsored by the Ohio Public Health Partnership on April 28 through April 30, 2025, with expenses not to exceed \$900 registration, \$1,500 lodging, \$750 transportation, and \$240 meals, for a total of \$3,390. The voice vote was unanimous and the motion passed.

BOARD OF HEALTH CONTINUING EDUCATION

Julianna Smith, Epidemiologist, Nursing Services presented Tick Talk- The Facts About Lyme Disease.

REPORTS

Board President, Jennifer Kungle presented Tasha Catron with the Employee Recognition, Epic Accomplishment Award.

Amanda Uhler, Director of Nursing Services, presented the **NURSING REPORT**, seen in the attachment labeled Nursing Service Board Notes.

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Kay Conley, Director of Administration and Support Services, presented the **ADMINISTRATION AND SUPPORT SERVICES REPORT**, seen in the attachment labeled Administration and Support Services Board Report.

Debbie Dawson, **LEGAL ADVISOR**, Ms. Dawson stated that Canton Repository has been running a series of articles on dog bites.

Paul DePasquale, Director of Environmental Health Services, presented the **ENVIRONMENTAL HEALTH REPORT**, seen in the attachment labeled Environmental Health Notes.

VARIANCES

A motion was made by David Thorley, seconded by Karen Hiltbrand to grant property owner Richard Rye at 12085 Lisa Ave. Hartville, Ohio 44632, Lake Township, a variance of OAC 3701-29-15 (N)(2)(a)&(b): based on soil parameters, the Hydraulic Lineal Loading Rate (HLLR) shall be used to size the minimum length of the soil absorption component: An HLLR of 9 is proposed due to space constraints. LPP will be utilized to evenly spread effluent. An HLLR of 7.6 is permissible per OAC 3701-29-15 (N)(2)(a)&(b) and OAC 3701-29-15 (N)(2)(e)(iii). Variances of OAC 3701-29-06(G)(3)(a) that each require a ten (10) foot setback; Five (5) feet from the proposed aeration unit to the driveway edge and Five (5) feet from the proposed soil absorption component to property line. The Variance of OAC 3701-29-06(G)(3)(c) that requires a fifty (50) foot setback to the water source; Proposed soil absorption system will be forty-five (45) feet to the owner's water well.

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Recommend: Approval with the following conditions:

1. A signed “Hold Harmless Agreement” that indemnifies the Stark County Board of Health, the Stark County Health Department its members, and employees from any and all damages which might be caused directly and indirectly by the location and installation of the said sewage treatment system.

Note: There is no discharge point available for off-lot discharge, so a soil absorption system has been designed that does not meet all specifications outlined in Ohio Sewage Code.

This is due to considerable space constraints (100’ x 190’ sized parcel). These variances are needed to provide a system for the property. The Ohio Private Water System Regulations allow for a ten percent variation from the fifty (50) foot setback, when a replacement well needs to be drilled. The proposed distance of forty-five (45) feet will align with this allowance in the Water Regulations. The Sewage Regulations require two factors for soil absorption system designs based on soil characteristics: area (square footage) and minimum length. The minimum square footage has been met. However, the minimum length of forty-seven (47) feet, which is determined by the HLLR, cannot be met due to space. Forty (40) foot is proposed. The voice vote was unanimous and the motion passed.

OLD BUSINESS

There was no Old Business for the month.

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NEW BUSINESS

A motion was made by David Benner, seconded by David Thorley, to grant approval to increase School Nursing Contracts to \$46 per hour starting the 2025-2026 school year (The current hourly rate is \$43 per hour). These fees have not been increased since the 2022-2023 school year. The voice vote was unanimous, and the motion passed.

A motion was made by David Thorley, seconded by Karen Hiltbrand to grant approval for the Health Commissioner to enter into agreements with the following entities in accordance with their specific grant program and funding amount, through the Ohio Department of Health (unless otherwise noted):

- Boys and Girls Club of Massillon; FY25 Adolescent Health Resiliency Grant; \$2,654
- Enrichment; FY25 Adolescent Health Resiliency Grant; \$4,532
- The Legacy Project; FY25 Adolescent Health Resiliency Grant; \$5,000
- Project Rebuild, Inc; FY25 Adolescent Health Resiliency Grant; \$2,778
- TomTod Ideas; FY25 Adolescent Health Resiliency Grant; \$5,000
- Carroll County General Health District; FY25 Reproductive Health and Wellness Program grant addendum; \$47,100

These agreements are on the standard template issued by the Stark County Health Department and has been reviewed and approved by legal counsel. The voice vote was unanimous, and the motion passed.

A motion was made by Terry Seeberger, seconded by Phil Francis to grant approval for the Health Commissioner to enter into an agreement with Kent State University Stark

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Conference Center for the Health Improvement Summit Half Day Meeting Package on June 25, 2025, not to exceed \$8,100. This has been reviewed and approved by legal counsel.

The voice vote was unanimous, and the motion passed.

A motion was made by Phil Francis, seconded by Terry Seeberger to grant approval for the Health Commissioner to enter into an agreement with Lyn Sabino for consulting services to provide training on the Six Types of Working Genius to staff on April 14, 2025, not to exceed \$2,575. This has been reviewed and approved by legal counsel. The voice vote was unanimous, and the motion passed.

EXECUTIVE SESSION

There was no Executive Session.

BOARD OF HEALTH CONCERNS/HEALTH DEPARTMENT ACTIONS

HEALTH COMMISSIONER'S COMMENTS

Mr. Norris gave the Board of Health Members an update on the Fiscal Manager position. Due to the first two candidates declining, we are starting the hiring process again.

Due to several delays, we are not expected to move into the garage space until sometime in April. The original lease that the Board approved states March 1, 2025.

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Mr. Norris gave the Board of Health an update on the District Advisory Council meeting. Due to not having a quorum; the District Licensing Council was unable to vote on the open Licensing Council position. There were no Board Member positions open.

House Bill 96, if passed by the House and the Senate, has a provision that allows a redistribution of the current EPA tipping fee of \$4.75 per ton of solid waste. The provision would redistribute \$.45 per ton to local public health departments who have solid waste facilities in their district.

ADJOURNMENT

Being no further business, the meeting was adjourned at 9:52 a.m., with the next regular meeting scheduled for Wednesday, April 9, 2025, at 8:00 a.m. at the Stark County Health Department.

PRESIDENT

SECRETARY