

STARK COUNTY COMBINED BOARD OF HEALTH

November 13, 2024

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:

David Benner Phil Francis Karen Hiltbrand Braden Kail

Jennifer Kungle Terrence Seeberger David Thorley Ben Wheeler

A motion was made by David Thorley, seconded by David Benner, that the minutes of the October 2024, 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 Karen Hiltbrand seconded by David Benner that the following resolution authorizing payment of vouchers for October 2024 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:

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

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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: December 11, 2024, 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, David Thorley seconded by Karen Hiltbrand, 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 November 6 and 20, 2024, 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, 288, 411, 412, 413, 519, 553, 560, 632, 721, 722, 965 and 966. The voice vote was unanimous and the motion passed.

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The resolution shall take effect and be in force from and after the earliest period allowed by law, adopted December 11, 2024, 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 October 2024. The voice vote was unanimous and the motion passed.

A motion was made by Karen Hiltbrand, seconded by Braden Kail, authorizing the Transfer of Appropriations for the month of October 2024. The voice vote was unanimous and the motion passed.

A motion was made by David Thorley, seconded by Karen Hiltbrand, authorizing the Transfer of New Appropriations for the month of October 2024. The voice vote was unanimous and the motion passed.

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

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PERSONNEL

There were no Personnel Items for the month.

BOARD OF HEALTH CONTINUING EDUCATION

The mandatory requirement of two hours of continuing education has been completed by all Board of Health members for 2024.

REPORTS

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

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 gave an update on the complaint regarding a violation of the public record law.

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

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Jennifer Kungle presented Todd Paulus with the Employee Recognition Award for Going Above and Beyond.

VARIANCES

A motion was made by Karen Hiltbrand, seconded by Braden Kail to grant approval of the variance to property owner Joseph Coram at 2347 Prairie College Street SW Canton, Ohio 44706. The property owner is requesting to rescind a variance granted on September 11, 1984, requiring a deed restriction that prohibits further development of the entire tract until served by sanitary sewer.

Approval is granted with the following conditions: Owner must maintain compliance with Ohio Administrative Code 3701-29-06(G)(1)(c) and Stark County Board of Health Resolution #3-2014. Note: The tract is currently 18.58 acres. The voice vote was unanimous and the motion passed.

After a presentation from Unit Manager, Todd Paulus, a motion was made by Braden Kail, seconded by Phil Francis to grant approval of the variance to property owner Howard J. and Pamela Dordrill at 6263 Wales Ave NW Massillon, Ohio 44646. The property owner is requesting the following variances:

1. 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.

- a. The minimum required length would be one hundred sixty (160) feet.

Due to severe size constraints, each leach line will be sized at eighty-

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four (84) feet, (two zones of forty-two (42) feet)- Time does LLP, with alternating zones.

2. Variance of OAC 3701-29-15(O)(3) which requires fifty (50) feet between zones of a soil absorption component
 - a. Separation between zones proposed to be fifteen (15) feet
3. Variance of OAC 3701-29-15(N)(1)(a)&(c): based on soil parameters, the infiltrative loading rate (ILR) shall be used to size the area (square footage) of the system.
 - a. The size required by the ILR is 800 square feet. System will consist of 756 square feet.
4. Variances of OAC 3701-29-06(G)(3)(a) that each required a ten (10) foot setback,
 - a. Two (2) feet from the aeration unit to the drive edge
 - b. Five (5) feet from soil absorption manifold lines to garage
 - c. Two (2) feet from the interceptor drain to the property line

Recommend: Approval with the following conditions: 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 all soil absorption systems have been designed that do not meet all specifications outlined in the Ohio Sewage Code. This is due

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to considerable space constraints (110' x 200' sized parcel). These variances are needed to provide a system for the property. The voice vote was unanimous and the motion passed.

OLD BUSINESS

A motion was made by David Thorley, seconded by Karen Hiltbrand to grant approval of the third and final reading of Resolution #4-2024, a resolution to establish fees for food service operation and retail food establishment components, in accordance with amended sections 3717.45 and 3717.25, Ohio Revised Code and sections 3701-21-02.2 and 901:3-4-04 of the Administrative Code. The voice vote was unanimous and the motion passed.

A motion was made by David Thorley, seconded by David Benner to grant approval of the third and final reading of Resolution #5-2024, a resolution to establish fees relating to administration and enforcement of the Ohio Plumbing Code and Resolution 1991-6, Stark County Plumbing Regulations. The voice vote was unanimous and the motion passed.

A motion was made by David Thorley, seconded by Karen Hiltbrand to grant approval of the third and final reading of Resolution #6-2024, a resolution to establish the following fees relating to sewage treatment systems for the administration and enforcement of Chapter 3701-29 of the Ohio Administrative Code and the Stark County Sewage Treatment System Operation and Maintenance Regulations. Sewage resolution - fee increases. The voice vote was unanimous and the motion passed.

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NEW BUSINESS

A motion was made by David Benner, seconded by Karen Hiltbrand to grant approval to the Homeowners who have applied for the home sewage treatment system replacement/repair funding assistance through the Ohio Water Pollution Control Loan Fund. The applicants have qualified in accordance with the criteria set forth by the Board of Health in the Stark County Home Sewage Treatment System Assistance Program – Owner Application. The voice vote was unanimous and the motion passed.

A motion was made by David Thorley, seconded by Karen Hiltbrand to grant approval for Resolution #8-2024, a resolution to add requirements or agenda to the solid waste facility license of American Landfill for the 2025 licensing year. The voice vote was unanimous and the motion passed.

A motion was made by David Thorley, seconded by David Benner to grant approval for Resolution #9-2024, a resolution to add requirements or agenda to the solid waste facility license of Countywide RDF Landfill for the 2025 licensing year. The voice vote was unanimous and the motion passed.

A motion was made by Karen Hiltbrand, seconded by Braden Kail to grant approval for Resolution #10-2024, a resolution to add requirements or agenda to the construction and demolition debris facility license of Minerva Enterprises, LLC for the 2025 licensing year. The voice vote was unanimous and the motion passed.

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A motion was made by Karen Hiltbrand, seconded by Braden Kail to grant approval for Resolution #11-2024, a resolution to add requirements or agenda to the construction and demolition debris facility license of Stark C&DD Landfill for the 2025 licensing year. The voice vote was unanimous and the motion passed.

A motion was made by Karen Hiltbrand, seconded by Braden Kail to grant approval for the Health Commissioner to sign a Purchase Order in the amount of \$4500.00 for the Ohio Statewide Imagery Program one-foot countywide contours. The Ohio Statewide Imagery Program will conduct a county flyover in the Spring of 2025 to update the 2016 county contours. The total cost of the project is \$68,511.00 and is shared between eleven county/city departments utilizing the State's Cooperative Purchase Agreement Program. The voice vote was unanimous and the motion passed.

A motion was made by Braden Kail, 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):

- Belmont County Health Department; FY25 Occupant Protection Regional Coordination for the OBB Program; \$1,000
- Carroll County Combined General Health District; FY25 Occupant Protection Regional Coordination for the OBB Program; \$1,000
- Coshocton Public Health District; FY25 Occupant Protection Regional Coordination for the OBB Program; \$1,000

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- Early Childhood Resource Center; FY25 Occupant Protection Regional Coordination for the OBB Program; \$1,000
- Guernsey County Health Department; FY25 Occupant Protection Regional Coordination for the OBB Program; \$1,000
- Harrison County Health Department; FY25 Occupant Protection Regional Coordination for the OBB Program; \$1,000
- Holmes County Health Department; FY25 Occupant Protection Regional Coordination for the OBB Program; \$1,000
- Jefferson County General Health District; FY25 Occupant Protection Regional Coordination for the OBB Program; \$1,000
- Monroe County Health Department; FY25 Occupant Protection Regional Coordination for the OBB Program; \$1,000
- Morgan County Health Department; FY25 Occupant Protection Regional Coordination for the OBB Program; \$1,000
- Zanesville-Muskingum County Health Department; FY25 Occupant Protection Regional Coordination for the OBB Program; \$1,000
- Noble County Health Department; FY25 Occupant Protection Regional Coordination for the OBB Program; \$1,000
- Tuscarawas County Health Department; FY25 Occupant Protection Regional Coordination for the OBB Program; \$1,000
- Washington County Health Department; FY25 Occupant Protection Regional Coordination for the OBB Program; \$1,000

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These agreements are on the standard template issued by the Stark County Health Department and have been reviewed and approved by legal counsel. 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 to enter into agreements with the following entities in accordance with their specific grant program and funding amount, through the Ohio Department of Children and Youth:

- Access Health Stark County; FY25 Cribs for Kids; \$4,500
- Alliance City Health Department; FY25 Cribs for Kids; \$750
- Carroll County Combined General Health District; FY25 Cribs for Kids; \$5,400
- Catholic Charities Serving Portage and Stark Counties; FY25 Cribs for Kids; \$1,875
- Early Childhood Resource Center; FY25 Cribs for Kids; \$600
- First Christian Church; FY25 Cribs for Kids; \$1,125
- Help Me Grow/Stark County Educational Service Center; FY25 Cribs for Kids; \$1,125
- Margaret B. Shipley Child Health Clinic; FY25 Cribs for Kids; \$4,500
- Stark Community Support Network; FY25 Cribs for Kids; \$1,500
- Tuscarawas County Health Department; FY25 Cribs for Kids; \$14,550
- Visiting Nurse Partnership; FY25 Cribs for Kids; \$375

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

A motion was made by Braden Kail, seconded by Phil Francis to grant approval for the Health Commissioner to enter into an agreement with the National Association of County & City Health Officials for the Adaption of Project Firstline Tools and Resources by Local Health Departments grant fund of \$200,000 for project period December 2, 2020-August 29, 2025. This agreement has been reviewed and approved by legal counsel. The voice vote was unanimous and the motion passed.

A motion was made by Karen Hiltbrand, seconded by Phil Francis to grant approval for the Health Commissioner to enter into an agreement with Summit County Public Health for the Regional Prevention and Linkages to Care Collaborative Program. SCHD will assist in identifying and contracting with a health linkage navigator to implement project deliverables through August 31, 2025, not to exceed \$60,000. This agreement has been reviewed and approved by legal counsel. The voice vote was unanimous and the motion passed.

EXECUTIVE SESSION

There was no Executive Session for the month

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BOARD OF HEALTH CONCERNS/HEALTH DEPARTMENT ACTIONS

HEALTH COMMISSIONER'S COMMENTS

Mr. Norris reminded the Board Members that the December Board Meeting will not start until 9:30. The staff luncheon will begin directly after the Board Meeting. Monetary contributions toward the luncheon can be made to Jennifer Macha or Kay Conley.

In December, we will be asking the Board Members to approve a 10% increase to the County's Health plan. There are additional changes to the plan that will be detailed in a meeting on November 14, 2024. All changes will be covered in the December Board meeting.

Mr. Norris gave the Board members an update on the proposed garage space. It has been determined that the modification of the ramp will be too costly. DeHoff has offered a 4200-square-foot heated garage space at the end of the plaza. They are currently getting quotes to modify the door to accommodate the Mobile Unit, this space will accommodate the mosquito truck/equipment and allow for all off-site storage to be consolidated into one location.

Historically, we close for Christmas Eve at noon. Mr. Norris requested to close the building for the day and allow time off for the SCHD Staff off on 12/24/2024. This topic will be revisited annually and will only be considered if the holiday falls between Monday through Friday.

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A motion was made by David Thorley, seconded by Karen Hiltbrand to close the building and allow staff off on Christmas Eve, 12/24/2024. The voice vote was unanimous and the motion passed.

ADJOURNMENT

Being no further business, the meeting was adjourned at 9:08 am, with the next regular meeting scheduled for Wednesday, December 11, 2024, at 9:30 a.m. at the Stark County Health Department.

PRESIDENT

SECRETARY