

STARK COUNTY COMBINED BOARD OF HEALTH

November 8, 2023

The regular meeting of the Stark County Combined Board of Health was called to order by David Thorley, at 8:00 a.m. 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 Benner, seconded by Jennifer Kungle, that the minutes of the October 11, 2023 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 Jennifer Kungle, that the following resolution authorizing payment of vouchers for October 2023 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: November 8, 2023, by the STARK COUNTY COMBINED BOARD OF HEALTH

_____	_____
_____	_____
_____	_____
_____	_____

With one abstention, the voice vote was unanimous and the motion passed.

RESOLUTION

It was moved by, David Benner seconded by Jennifer Kungle, 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 8 and 22, 2023, 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 on December 13, 2023, by the Board of Health, Stark County Combined General Health District.

PRESIDENT

SECRETARY

A motion was made by Karen Hiltbrand, seconded by David Benner, authorizing the reimbursement of personnel items for October 2023. The voice vote was unanimous and the motion passed.

A motion was made by Karen Hiltbrand, seconded by Jennifer Kungle, authorizing the Transfer of Appropriations. The voice vote was unanimous and the motion passed.

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

PERSONNEL

A motion was made by David Benner, seconded by Braden Kail to acknowledge the resignation of Olivia Dowling (Clerk-Administration and Support Services), and grant permission for the Health Commissioner to hire a replacement. The voice vote was unanimous and the motion passed.

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BOARD OF HEALTH CONTINUING EDUCATION

The mandatory requirement of two hours has been completed by all Board of Health Members for 2023.

REPORTS

Amanda Uhler, Nursing Services Manager presented the **NURSING REPORT**, seen in the attachment labeled Nursing Services 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, the **LEGAL ADVISOR**, informed the Board that she has continued to work on sanitary sewer hook-up lawsuits.

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

Variance

A motion was made by Braden Kail, seconded by Phil Francis to grant property owner Mike and Kathy Butcher of 13793 Gopp Ave Hartville, Ohio 44632 to install a water replacement well that will be within the parking lot located at 649 Sunnyside Hartville, Ohio

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44632. Ohio Administrative Code (OAC 3701-28-7) requires private water systems to be five feet (5') from a parking lot.

Approval with the following conditions:

1. A signed and notarized "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 water well.
2. Field verification by a Sanitarian that the well integrity is acceptable.

Notes: The Stark County Health Department has conducted a site inspection to verify the well location. Additionally, plans were reviewed with the contractor verifying that safety barriers will be installed. The voice vote was unanimous and the motion passed.

OLD BUSINESS

A motion was made by David Benner, seconded by Braden Kail to grant approval for the third and final reading of Resolution #2-2023, 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 Ohio Administrative Code. 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 permission to the Health Commissioner to approve 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 Phil Francis, seconded by Jennifer Kungle to grant approval for the first reading of Resolution #3-2023, a resolution to amend the fee for the Certified Pool Operator Course originally adopted in Resolution #1-2019. The voice vote was unanimous and the motion passed.

A motion was made by Braden Kail, seconded by Karen Hiltbrand to grant approval for Resolution #4-2023, a resolution to add requirements or agenda to the solid waste facility license of American Landfill for the 2024 licensing year. The voice vote was unanimous and the motion passed.

A motion was made by Braden Kail, seconded by Karen Hiltbrand to grant approval for Resolution #5-2023, a resolution to add requirements or agenda to the solid waste facility license of Countywide RDF Landfill for the 2024 licensing year. The voice vote was unanimous and the motion passed.

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A motion was made by Braden Kail, seconded by Karen Hiltbrand to grant approval for Resolution #6-2023, a resolution to add requirements or agenda to the construction and demolition debris facility license of Minerva Enterprises, LLC for the 2024 licensing year. The voice vote was unanimous and the motion passed.

A motion was made by Braden Kail, seconded by Phil Francis to grant approval for Resolution #7-2023, a resolution to add requirements or agenda to the construction and demolition debris facility license of Stark C&DD Landfill for the 2024 licensing year. 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 approve a Purchase Order for LocaliQ to provide digital display ads of the HealthMobile mobile unit on the Canton Repository online newspaper, YouTube, and/or other venues for up to \$9,125 to be paid for through the Case Western Reserve HEALing Communities Study grant by December 31, 2023. The voice vote was unanimous and the motion passed.

A motion was made by Braden Kail, seconded by Jennifer Kungle to grant permission to the health commissioner to approve an Addendum to the Agreement with Tuslaw Local School District to increase the maximum contract hours to 847 (addition of 28 hours) @ \$43 per hour and add mileage reimbursement of up to 200 miles @ \$0.60/mile. This was

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requested by Tuslaw Local Schools. This amendment was reviewed and approved by legal counsel. The voice vote was unanimous and the motion passed.

EXECUTIVE SESSION

A motion was made by David Benner, seconded by Karen Hiltbrand to enter into an executive session at 8:48 a.m. to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. Legal Council was also invited into the executive session. The roll call was unanimous and the motion passed.

The Board of Health moved out of Executive Session at 9:06 a.m.

BOARD OF HEALTH CONCERNS/HEALTH DEPARTMENT ACTIONS

HEALTH COMMISSIONER'S COMMENTS

Mr. Norris informed the Board that he has not received any information regarding any financial change to the County's health plan for 2024.

Mr. Norris asked the Board Members for feedback about the board packet distribution. The Board Members agreed to no longer mail out Board packets.

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The leadership team will begin to present on the proposed positions funded by the Workforce Development Grant beginning in December or January.

Mr. Norris informed Phil Francis and Dr. Jennifer Kungle that he would be sending an email with information on reappointment for an additional five-year term to the Board of Health.

The December Board meeting will begin at 9:30, with the Board luncheon directly following the meeting.

ADJOURNMENT

Being no further business, the meeting was adjourned at 9:17 a.m., with the next regular meeting scheduled for Wednesday, December 13, 2023, at 9:30 a.m. at the Stark County Health Department.

PRESIDENT

SECRETARY