



HURON COUNTY BOARD OF HEALTH MEETING

March 10, 2022, at 1:00 PM

In Person and Virtual utilizing ZOOM platform

Present: Kathleen Butler (virtual), James Gottfried, Jeremy Loose, Greg Polachek, Kimberly Stults (virtual), Ron Robinson, Lisa Nedolast (virtual), Lisa Reer (virtual)

Absent: Shawn Tappel

HCPH Staff: Karen Boose (virtual), Christina Cherry (virtual), Tim Hollinger, Nicole Marks, Eric Cherry, Melissa Caranfa (virtual), Paul Bresson (virtual)

Guest(s): Matt Roche-Norwalk Ohio News, Randal Strickler-HC Prosecutor representing Huron County Public Health, Steve Kurtzman & Kim (virtual), Mike Magnuson (virtual)-Tandem, Joe Center (virtual)- Tandem, Bill Willis (virtual)

The Board of Health of Huron County Public Health (HCPH), Huron County, Ohio met at a regular meeting of the Board on March 10th, 2022, in person and via the ZOOM platform. Board President, Dr. James Gottfried requested a roll call. Mrs. Marks completed a roll call. Dr. Gottfried called the meeting to order at 1:00 pm with quorum present.

Dr. Gottfried opened the meeting with public comment period. With no public comments, Dr. Gottfried proceeded with action items.

Dr. Gottfried presented Variance Request VR 2022.03.01, 725 West Main Street, Crestline, OH 44827, CEU Variance. The business owner, Mr. Kurtzman was present via zoom along with his office manager, Kim. Mr. Strickler swore in the business owner and his office manager. Mr. Kurtzman took the opportunity to address the board. The office manager Kim also addressed the board with information concerning the variance request. Mr. Strickler proceeded with swearing in Mr. Cherry. Mr. Cherry addressed the board with information on the variance and guideline information.

At the conclusion of the presentations, Dr. Gottfried requested a motion to go into Executive Session per ORC 121.22(G)(3) to confer with an attorney. Mr. Loose made a motion to go into executive session. Mr. Polachek seconded the motion. The motion carried upon a roll call vote, Mrs. Butler-Aye, Dr. Gottfried-Aye, Mr. Loose-Aye, Mr. Polachek-Aye, Mrs. Reer-Aye, Mr. Robinson-Abstain.

The Board went into Executive Session.

Dr. Gottfried requested a motion to come out of Executive Session. Mr. Polachek made a motion to come out of executive session. Mr. Loose seconded the motion. The motion carried upon roll call vote. Mrs. Butler-Aye, Dr. Gottfried-Aye, Mr. Loose-Aye, Mr. Polachek-Aye, Mrs. Reer-Aye, Mr. Robinson-Abstain.

Dr. Gottfried presented Variance Request VR 2022.03.01, 725 West Main Street, Crestline, OH 44827, CEU Variance. Mr. Loose requested a motion to approve Variance Request 2022.03.01. Mr. Polachek seconded the motion. Mr. Strickler reviewed and explained everything to Mr. Kurtzman. Upon roll call vote, Mrs. Butler-Aye, Dr. Gottfried-Aye, Mr. Loose-Aye, Mr. Polachek-Aye, Mrs. Reer-Aye, Mr. Robinson-Abstain. Dr. Gottfried then

addressed Mr. Kurtzman. Dr. Gottfried reiterated that this has been unusual circumstances for the last two years and covid has really made a lot of changes, under normal circumstances that we probably would not have granted this. We appreciate your efforts to get the hours, the hours you have gotten is taken care of for this year. Dr. Gottfried let Mr. Kurtzman know that he has to get six more hours and has until the end of the year to qualify for next year. Mr. Stickler also addressed Mr. Kurtzman and informed him that you can not double dip on hours. The nine hours you have are strictly for this current license. He let Mr. Kurtzman know that when he applies for next year he will need to get the hours by December 31st.

Dr. Gottfried presented Resolution 2022-14, Miscellaneous sewage fees for the required second reading. Mr. Polachek made a motion. Mr. Loose seconded the motion. The motion carried unanimously. Mr. Cherry presented the second reading of Resolution 2022-14: Resolution to approve Miscellaneous Sewage Fees. Mr. Cherry added these fees will be brought back at the next board meeting for the third reading.

Dr. Gottfried presented Resolution 2022-29, a resolution to approve the minutes from the February 2022 regular Board meeting. Dr. Gottfried requested a motion to adopt Resolution 2022-29. Mrs. Butler made a motion to approve the minutes from the February 2022 regular Board of Health Meeting, as mailed/emailed. Mr. Loose seconded the motion. The motion carried unanimously.

Dr. Gottfried presented Resolution 2022-30, a resolution to approve the payment of the monthly expenditures with prior approval. Dr. Gottfried requested a motion to present Resolution 2022-30. Mr. Polachek made a motion to approve the payment of the monthly expenditures with prior approval. Mr. Robinson seconded the motion. The motion carried upon roll call vote. Dr. Gottfried –Aye, Kathy Butler-Aye, Jeremy Loose –Aye, Lisa Nedolast- Aye, Greg Polachek – Aye, Ron Robinson – Aye, Lisa Reer-Aye.

Dr. Gottfried presented Resolution 2022-31, a resolution to approve Board of Health Bylaws. Dr. Gottfried requested a motion to adopt Resolution 2022-31. Mr. Loose made a motion to approve Resolution 2022-31, Board of Health Bylaws. Mrs. Nedolast seconded the motion. The motion carried unanimously.

Dr. Gottfried presented Resolution 2022-32, Request to apply for, accept funding from, and appropriate grant funds for the COVID-19 Enhanced Operations Grant for fiscal year 2021(EO21). Dr. Gottfried requested a motion to adopt Resolution 2022-032. Mr. Polachek made a motion to approve Resolution 2022-032. Mr. Loose seconded the motion. Mrs. Marks offered further information explaining Resolution 2020-27 giving approval to apply for, accept funding from, and appropriate additional funds with a *to be determined* total amount. Mrs. Marks further explained that since the last meeting, a notice of award was issued for an additional amount of \$91,350.00, for a project total award of \$475,469.00. Mrs. Marks stated the request today is to accept the additional amount. The motion carried upon roll call vote. Dr. Gottfried –Aye, Kathy Butler-Aye, Jeremy Loose – Aye, Lisa Nedolast- Aye, Greg Polachek – Aye, Ron Robinson – Aye, Lisa Reer-Aye.

Dr. Gottfried presented Resolution 2022-33, Request to apply for, accept funding from, and appropriate funds for the COVID-19 Enhanced Operations Grant for fiscal year 2022(EO22). Dr. Gottfried requested a motion to adopt Resolution 2022-03. Mr. Loose made a motion to approve Resolution 2022-33. Mr. Polachek seconded the motion. Dr. Gottfried –Aye, Kathy Butler-Aye, Jeremy Loose –Aye, Lisa Nedolast- Aye, Greg Polachek – Aye, Ron Robinson – Aye.

Dr. Gottfried presented Resolution 2022-34, Approval of school nursing contracts. Dr. Gottfried requested a motion to adopt Resolution 2022-34. Mr. Loose made a motion to approve Resolution 2022-04. Mr. Polachek

seconded the motion. Mrs. Cherry explained that the request is to send contracts for school nursing services to Celeryville Christian School, Monroeville St. Joseph Catholic School, Norwalk City School, Norwalk City Preschool and Western Reserve Local Schools for vision, hearing screenings, immunization record checks, and other programs, based on the schools' requests and number of hours available per their contracts. The contract period is August 1, 2022, through July 31, 2023. The charge per hour to each school is \$36.00 per hour and each school has a total dollar value indicated in the contract. Mr. Polachek asked if the contracts were the same as last year and Mrs. Cherry stated that they were. Dr. Gottfried –Aye, Kathy Butler-Aye, Jeremy Loose –Aye, Lisa Nedolast- Aye, Greg Polachek – Aye, Ron Robinson – Aye, Lisa Reer-Aye.

Dr. Gottfried presented Resolution 2022-35, Approval of 2023 preliminary budgets. Dr. Gottfried requested a motion to adopt Resolution 2022-35. Mr. Robinson made a motion to approve Resolution 2022-35. Mr. Loose seconded the motion. Mrs. Boose reviewed the 2023 preliminary budget for each fund based on historical data. Mr. Hollinger further explained the reason we have to bring to the board this 2023 budget is it is a required annually that the budget be approved for the following year and submitted for county budget commission for approval by April 1st of each year. Mr. Hollinger stated he would review the agency budgetary process and the regulations we must follow at the District Licensing Council Meeting on March 14th, 2022. Mr. Hollinger discussed further the process which health departments must follow. Dr. Gottfried –Aye, Kathy Butler-Aye, Jeremy Loose – Aye, Lisa Nedolast- Aye, Greg Polachek – Aye, Ron Robinson – Aye, Lisa Reer – Aye.

Dr. Gottfried presented Resolution 2022-36, Approval of February 2022 budgetary transactions. Dr. Gottfried requested a motion to adopt Resolution 2022-36. Mr. Loose made a motion to approve Resolution 2022-36. Mr. Robinson seconded the motion. Mrs. Boose reviewed total appropriations adjustments and advances completed in February 2022. Dr. Gottfried –Aye, Kathy Butler-Aye, Jeremy Loose –Aye, Lisa Nedolast- Aye, Greg Polachek – Aye, Ron Robinson – Aye, Lisa Reer – Aye.

Dr. Gottfried presented Resolution 2022-37, Request of a change to resolution 2021-118 for the HVAC system for the center section of the building (\$35,859.00). Dr. Gottfried requested a motion to adopt Resolution 2022-37. Mr. Loose made a motion to approve Resolution 2022-037. Mr. Polachek seconded the motion. Mr. Hollinger explained that via Resolution 2021-118 the board approved a purchase of a new HVAC system for the center section of the building at 28 Executive Drive, Norwalk, OH. that would be large enough to handle 2500 square feet. Since then, he explained the floor plan has changed in that a larger conference room was added so that in the event of future social distancing meetings would still be able to be held in person. The HVAC system previously approved would not be efficient for the offices going into the middle section and the large conference room, per the HVAC vendor. The recommendation of the vendor is to split the area and install two separate systems. The additional cost would be \$12,610.00. Dr. Gottfried –Aye, Kathy Butler-Aye, Jeremy Loose –Aye, Lisa Nedolast- Aye, Greg Polachek – Aye, Ron Robinson – Aye, Lisa Reer– Aye.

Dr. Gottfried presented the fiscal report. Mrs. Boose reviewed the fiscal reports, including the Fund Balance Report, and the Revenue and Expense Report. The fund 900 cash balance at the end of February 2022 was \$451,698.00. Mrs. Boose explained that the first levy payment if the year will be paid to us in March. Mrs. Boose also reviewed February expense highlights. Mrs. Boose reviewed updates including the required annual financial report for 2021 was submitted to the Ohio Department of Health and the state auditor required Hinkle filing was submitted prior to March 1, 2022. Mrs. Butler made a motion to approve the fiscal report for March 2022. Mr. Loose seconded the motion. The motion carried upon roll call vote Dr. Gottfried –Aye, Kathy Butler-Aye, Jeremy Loose –Aye, Lisa Nedolast- Aye, Greg Polachek – Aye, Ron Robinson – Aye, Lisa Reer – Aye.

Dr. Gottfried introduced a Programmatic Presentation- Communicable Disease and School Absentee Report, Presented by Melissa Caranfa, MS, Huron County Public Health. Mrs. Caranfa, MS reviewed the communicable disease and school absentee reports for the county. Performance Management and Quality Improvement Updates presented by Mrs. Marks and Mr. Bresson. Mr. Loose made a motion to approve the report, as presented. Mr. Polachek seconded the motion The motion carried unanimously.

Announcements:

DAC 2022 Annual Meeting is being held at the MAC March 14th at 11:30am

Next Meeting April 7th, 2022, at 1pm

With no additional business, Dr. Gottfried. asked for a motion to adjourn 2:36 p.m. Mr. Polachek made a motion to adjourn the 2022 March meeting. Mr. Robinson seconded the motion. The motion carried unanimously.