



HURON COUNTY BOARD OF HEALTH MEETING
February 8, 2024, at 1:00 PM

Present: Kathleen Butler, Jeremy Loose, Greg Polachek, Ron Robinson, Krista Sowers, Kim Stults

Absent: Lisa Reer, Dr. Gottfried

HCPH Staff: Tim Hollinger, Karen Boose, Nicole Marks, Chris Cherry, Eric Cherry, Kristian McCallen

Guest(s) In Person: Matt Roche-Norwalk Ohio News

The Board of Health of Huron County Public Health (HCPH), Huron County, Ohio met at a regular meeting of the Board on February 8, 2024, at HCPH Conference Room 1.

Mr. Loose, Board President, called the meeting to order at 1:00PM and asked for a roll call. Mrs. Marks completed the roll call. Mr. Loose asked for any public comments and with there being none he moved on to Resolution 2023-108, Request to adopt and validate new operation and maintenance program fees. Mr. Cherry explained this is the third reading and he would read by title only. He explained the fees were shown on the screen. Mr. Loose asked for a motion to accept Resolution 2023-108. Mrs. Butler made the motion to accept Resolution 2023-108, Request to adopt and validate new operation and maintenance program fees and Mrs. Sowers seconded the motion. The motion carried unanimously upon a roll call vote. Mrs. Butler-Aye, Mr. Loose-Aye, Mr. Polachek-Aye, Mr. Robinson-Aye, Mrs. Sowers-Aye.

Mr. Loose then moved onto Resolution 2024-10, a resolution to approve and accept the meeting minutes from the regular January 2024 board meeting. Mr. Polachek made a motion to approve resolution 2024-10 to approve the minutes from the January Board meeting and Mr. Robinson seconded the motion. The motion carried unanimously.

Mr. Loose then presented Resolution 2024-11, a Resolution to approve the payment of the monthly expenditures with prior approval. Mr. Loose requested a motion to present and approve Resolution 2024-11. Mrs. Butler made a motion to approve the payment of the monthly expenditures with prior approval. Mr. Polachek seconded the motion. With no questions, the motion carried upon a roll call vote. Mrs. Butler-Aye, Mr. Loose-Aye, Mr. Polachek-Aye, Mr. Robinson-Aye, Mrs. Sowers-Aye. The motion carried unanimously.

Mr. Loose presented Resolution 2024-12, a resolution to approve the January 2024 budgetary transactions. Mr. Loose requested a motion to present and approve Resolution 2024-12. Mr. Polachek made a motion to present and approve Resolution 2024-12, approval of the January 2024 budgetary transactions and Mrs. Sowers seconded the motion. Mrs. Boose gave further information on Resolution 2024-12, reviewing all appropriation adjustments for the month of January. The motion carried upon a roll call vote. Mrs. Butler- Aye, Mr. Loose-Aye, Mr. Polachek-Aye, Mr. Robinson-Aye, Mrs. Sowers-Aye. The motion carried unanimously.

Mr. Loose presented Resolution 2024-13, Emergency Resolution to Establish New Retail Food Establishment Mobile Fees. Mrs. Butler made a motion to hear and approve Resolution 2024-13, Emergency Resolution to Establish New Retail Food Establishment Mobile Fees and Mrs. Sowers seconded the motion. Mr. Cherry explained this Resolution, especially for new board members. He explained that food rules are set up with two

bosses essentially: The Ohio Department of Agriculture (ODA) and the Ohio Department of Health (ODH). He explained the ODA typically covers grocery stores, carry outs, and those sorts of things. Restaurants and everything else is basically covered by the ODH. He explained that normally everything works out in the rules with timing and so forth with both of them. He explained that COVID kind of through the schedules off and now the ODA is on a different rule review schedule than ODH, so the rules for the different entities are being changed at different times now. In the past all mobile food units were the same fee, but since the two entities are not on the same rule review schedule, they will be different for a while. Therefore, HCPH must change the fees according to new ODA rules until ODH/ODA are on the same schedule again. Mr. Hollinger explained the mobile units are paying for their licenses now and so that is part of the reason for the emergency resolution. Mr. Cherry then did the first reading of this resolution. With no further questions, the motion carried upon a roll call vote. Mrs. Butler- Aye, Mr. Loose-Aye, Mr. Polachek-Aye, Mr. Robinson-Aye, Mrs. Sowers-Aye. The motion carried unanimously.

Mr. Loose presented Resolution 2024-14, Resolution to Amend the Fee Schedule for the Implementation and Administration of the Sewage Treatment System Rules. Mr. Polachek made a motion to hear and approve Resolution 2024-14, Resolution to Amend the Fee Schedule for the Implementation and Administration of the Sewage Treatment System Rules, and Mrs. Butler seconded the motion. Mr. Cherry explained that this was brought to the Board before, but after review and staff discussions it was decided that there are two fee categories that are never used and should be removed. Mr. Cherry explained that since we are removing fees and not adding any new fee, all that is needed is for the Board to approve this resolution. There will not have to be three readings. With no questions the motion carried upon a roll call vote. Mrs. Butler- Aye, Mr. Loose-Aye, Mr. Polachek-Aye, Mr. Robinson-Aye, Mrs. Sowers-Aye. The motion carried unanimously.

Mr. Loose presented Resolution 2024-15, Request to adopt and validate the new food service establishment mobile fees. This is the first reading for Resolution 2024-15. Mr. Polachek made a motion to hear and approve Resolution 2024-15, and Mrs. Butler seconded the motion. Mr. Hollinger explained that 2024-13 was the emergency resolution, this will be the first reading and there will have to be two more readings in the next two months. Mr. Cherry then read Resolution 2024-15 aloud.

Mr. Loose then moved on to Resolution 2024-16 Request to Replace the Environmental Division Printer. Mrs. Butler made a motion to hear and approve Resolution 2024-16, Request to Replace the Environmental Division Printer and Mrs. Sowers seconded the motion. Mr. Hollinger then explained that last month a resolution was brought to the Board for a printer for Vitals Statistics. In the process of speaking with the copier company they pointed out that the environmental copier is ten years old and they no longer have parts for this printer either. Therefore, Mr. Hollinger is requesting the Board's permission to get quotes and purchase a new copier for the Environmental Health Division at no more than \$10,000.00. This will include a 60-month maintenance contract as well. With no questions, a roll call was taken. Mrs. Butler- Aye, Mr. Loose-Aye, Mr. Polachek-Aye, Mr. Robinson-Aye, Mrs. Sowers-Aye. The motion carried unanimously.

Mr. Loose then moved on to Resolution 2024-17, Request to Hire Grant Coordinator, Hile. Mr. Polachek made a motion to hear and approve Resolution 2024-17, Request to Hire Grant Coordinator, Hile, and Mrs. Sowers seconded the motion. Mrs. Marks explained that last month we were given permission from the Board to take over the Prevention Grant from Huron County Family and Children First Council and they have been interviewing for a grant coordinator. This resolution is to hire Rebecca Hile for the grant coordinator position beginning February 26, 2024, at the rate of \$24.00 per hour. With no questions Mr. Loose asked for a roll call. Mrs. Butler-Aye, Mr. Loose-Aye, Mr. Polachek-Aye, Mr. Robinson-Aye, Mrs. Sowers-Aye. The motion carried unanimously.

Mr. Loose then moved onto a variance request, VR 2024.02.01- 1637 Plymouth East Rd., Greenwich Township – Three (3) Minimum Isolation Variances. Mrs. Butler made a motion to hear and approve the variance and Mr. Polachek seconded the motion. Mr. Cherry then went on to explain that this request is for a new system at the address that Mr. Loose previously mentioned. Mr. Cherry then showed an aerial view of the property, explaining the circumstances. He explained that when a sewage system is installed or replaced, we have to do everything in our power to try to keep the sewage on lot and does not discharge off the property. In cases where that cannot be done, a variance must be issued. Mr. Cherry showed a design Jim Charville did with the house on the lot and with setback requirements from the state and everything was too close to all of the required setbacks. Mr. Cherry showed and discussed this with the Ohio Department of Health, and they agreed that a variance in this case would not defeat the intention of the rules. This variance would allow the system to be placed within the setback area rather than discharge off lot. After some discussion, Mr. Loose asked for a roll call vote. Mrs. Butler-Aye, Mr. Loose-Aye, Mr. Polachek-Aye, Mr. Robinson-Aye, Mrs. Sowers-Aye.

Mr. Loose asked for a motion to discuss the fiscal report. Mrs. Butler made a motion to hear the fiscal report and Mr. Polachek seconded the motion. Mrs. Boose then reviewed the fund balance report and the General Fund outstanding advance and the total of all funds. She also went over the general fund budget performance and covered some January expense highlights. Mrs. Boose shared that in January the final payment for the building at 28 Executive Drive in Norwalk was made. With no questions for Mrs. Boose, Mr. Loose asked for a roll call to accept the fiscal report as presented. Mrs. Butler-Aye, Mr. Loose-Aye, Mr. Polachek-Aye, Mr. Robinson-Aye, Mrs. Sowers-Aye. The motion passed unanimously.

Mr. Loose introduced Ms. McCallen to present the Communicable Disease and School Absentee Report. Ms. McCallen explained that she had two months' worth of reporting for the Board since she was not present during the last Board meeting. Ms. McCallen explained that for December most of the communicable cases were STD related with a couple of stomach bug cases. She reported that there were thirteen reportable disease cases in December and twelve in January. Ms. McCallen also reported on the Vending machine activity for December and January. She explained that we can no longer provide COVID test kits in the vending machine due to a change in the product being provided by the ODH and the new product not fitting in the vending machine. With no questions for Ms. McCallen, Mr. Loose asked for a motion to approve the presented report. Mrs. Butler made a motion to hear and approve the report and Mr. Polachek seconded the motion.

With no further business, Mr. Loose asked for a motion to adjourn. Mr. Polachek made a motion to adjourn, and Mrs. Sowers seconded the motion. The meeting was adjourned at 1:52PM.