

Geauga County General Health District
Board of Health Meeting Minutes
February 22, 2005, 7:00 p.m.
Geauga County Health District Office
470 Center Street, Bldg. 8, Chardon, OH 44024

I. Call to Order

Mr. Richard Lang, President, called the monthly meeting of the Geauga County Board of Health to order at 7:05 p.m., and stated the meeting was being held to conduct the regular business of the Board and that these proceedings were being tape recorded. The purpose of the taping is to assist the recording secretary in preparing the official printed minutes and are not for public review.

Board members present: Mr. Richard Lang, Mr. J. David Benenati, Dr. Donald Bowers, Mrs. Nan F. Burr, and Ms. Melanie Eppich.

Staff members present: Robert Weisdack, Health Commissioner; Peggy Scherer, Personal Health Services Director; Mike Tusick, R.S.; Sandy Gerzeny, Registrar/Fiscal Coordinator; and Alta Kress, Secretary Supervisor.

Others present: None.

II. Pledge of Allegiance

Mr. Lang asked everyone to stand and recite the Pledge of Allegiance.

III. Approval of Minutes

Mrs. Burr moved that the minutes from the January 18, 2005 meeting be approved. Ms. Eppich seconded the motion. Motion carried with a roll call vote. Mr. Lang, yes; Mr. Benenati, yes; Mrs. Burr, yes; and Ms. Eppich, yes.

IV. Financial Report/Current Expenses

The Board members reviewed the January financial report for all funds. **Mrs. Burr moved to approve Current Expenses January 10, 2005 to February 14, 2005. Ms. Eppich seconded the motion. Motion carried with a roll call vote. Mr. Lang, yes; Mr. Benenati, yes; Mrs. Burr, yes; and Ms. Eppich, yes.**

V. Administrative Hearings

A. Mr. & Mrs. Randolph Perrotti

Mr. & Mrs. Randolph Perrotti were not present. Mr. Weisdack was sworn in by Mr. Lang and stated his experience.

Mr. Weisdack stated that this is a code violation to the property owned by Mr. & Mrs. Randolph Perrotti located at 16619 Thompson Rd., Thompson Township. This case is in regards to the section 3701-29-22(A) of the Geauga County Household Sewage Disposal System Regulations which states: "Any person proposing to sell or offering to sell or transfer title to a parcel of property that has an existing residential sewage disposal system must have the system evaluated before such sale or transfer takes place."

This department has reviewed the Auditor records and found that this property has transferred ownership and has not had an evaluation conducted. Discussion followed.

Dr. Bowers moved that a code violation exists at the property owned by Mr. & Mrs. Randolph Perrotti located at 16619 Thompson Rd., Thompson Township. Mrs. Burr seconded the motion. Motion carried with a roll call vote. Mr. Lang, yes; Mr. Benenati, yes; Dr. Bowers, yes; Mrs. Burr, yes; and Ms. Eppich, yes.

Mrs. Burr moved that the owner be ordered to make application and provide the necessary information to have a For Sale of Property evaluation conducted within 14 days of receipt of Board order. Failure to follow this order will result in referral to the Prosecutor's Office for legal action. Ms. Eppich seconded the motion. Motion carried with a roll call vote. Mr. Lang, yes; Mr. Benenati, yes; Dr. Bowers, yes; Mrs. Burr, yes; and Ms. Eppich, yes.

B. Mr. & Mrs. John Sutter

Mr. & Mrs. John Sutter were not present. Mr. Weisdack was sworn in again by Mr. Lang.

Mr. Weisdack stated that this is a code violation to the property owned by Mr. & Mrs. John Sutter located at 9008 Mulberry Rd., Chester Township. This case is in regards to the section 3701-29-22(A) of the Geauga County Household Sewage Disposal System Regulations which states: "Any person proposing to sell or offering to sell or transfer title to a parcel of property that has an existing residential sewage disposal system must have the system evaluated before such sale or transfer takes place."

This department has reviewed the Auditor records and found that this property has transferred ownership and has not had an evaluation conducted. Discussion followed.

Mrs. Burr moved that a code violation exists at the property owned by Mr. & Mrs. John Sutter located at 9008 Mulberry Rd., Chester Township. Dr. Bowers seconded the motion. Motion carried with a roll call vote. Mr. Lang, yes; Mr. Benenati, yes; Dr. Bowers, yes; Mrs. Burr, yes; and Ms. Eppich, yes.

Mrs. Burr moved that the owner be ordered to make application and provide the necessary information to have a For Sale of Property evaluation conducted within 14 days of receipt of Board order. Failure to follow this order will result in referral to the Prosecutor's Office for legal action. Ms. Eppich seconded the motion. Motion carried with a roll call vote. Mr. Lang, yes; Mr. Benenati, yes; Dr. Bowers, yes; Mrs. Burr, yes; and Ms. Eppich, yes.

C. Mr. & Mrs. Gilbert Pallay

Mr. & Mrs. Gilbert Pallay were not present. Mr. Weisdack was sworn in again by Mr. Lang.

Mr. Weisdack stated that this is a code violation to the property owned by Mr. & Mrs. Gilbert Pallay located at 18925 Summit Dr., Bainbridge Township. This case is in regards to the section 3701-29-22(A) of the Geauga County Household Sewage Disposal System Regulations which states: "Any person proposing to sell or offering to sell or transfer title to a parcel of property that has an existing residential sewage disposal system must have the system evaluated before such sale or transfer takes place."

This department has reviewed the Auditor records and found that this property has transferred ownership and has not had an evaluation conducted. Discussion followed.

Mrs. Burr moved that a code violation exists at the property owned by Mr. & Mrs. Gilbert Pallay located at 18925 Summit Dr., Bainbridge Township. Mr. Benenati seconded the motion. Motion carried with a roll call vote. Mr. Lang, yes; Mr. Benenati, yes; Dr. Bowers, yes; Mrs. Burr, yes; and Ms. Eppich, yes.

Mr. Benenati moved that the owner be ordered to make application and provide the necessary information to have a For Sale of Property evaluation conducted within 14 days of receipt of Board order. Failure to follow this order will result in referral to the Prosecutor's Office

for legal action. Mrs. Burr seconded the motion. Motion carried with a roll call vote. Mr. Lang, yes; Mr. Benenati, yes; Dr. Bowers, yes; Mrs. Burr, yes; and Ms. Eppich, yes.

D. Mr. & Mrs. William Simpson

Mr. & Mrs. William Simpson were not present. Mr. Weisdack was sworn in again by Mr. Lang.

Mr. Weisdack stated that this is a code violation to the property owned by Mr. & Mrs. William Simpson located at 19176 Mumford Rd., Troy Township. This case is in regards to the section 3701-29-22(A) of the Geauga County Household Sewage Disposal System Regulations which states: "Any person proposing to sell or offering to sell or transfer title to a parcel of property that has an existing residential sewage disposal system must have the system evaluated before such sale or transfer takes place."

This department has reviewed the Auditor records and found that this property has transferred ownership and has not had an evaluation conducted. Discussion followed.

Mrs. Burr moved that a code violation exists at the property owned by Mr. & Mrs. William Simpson located at 19176 Mumford Rd., Troy Township. Ms. Eppich seconded the motion. Motion carried with a roll call vote. Mr. Lang, yes; Mr. Benenati, yes; Dr. Bowers, yes; Mrs. Burr, yes; and Ms. Eppich, yes.

Ms. Eppich moved that the owner be ordered to make application and provide the necessary information to have a For Sale of Property evaluation conducted within 14 days of receipt of Board order. Failure to follow this order will result in referral to the Prosecutor's Office for legal action. Mrs. Burr seconded the motion. Motion carried with a roll call vote. Mr. Lang, yes; Mr. Benenati, yes; Dr. Bowers, yes; Mrs. Burr, yes; and Ms. Eppich, yes.

E. Ms. Annette Scott

Ms. Annette Scott was not present. Mr. Weisdack was sworn in again by Mr. Lang.

Mr. Weisdack stated that this is a code violation to the property owned by Ms. Annette Scott located at 15279 Hemlock Point, Russell Township. This case is in regards to the section 3701-29-22(A) of the Geauga County Household Sewage Disposal System Regulations which states: "Any person proposing to sell or offering to sell or transfer title to a parcel of property that has an existing residential sewage disposal system must have the system evaluated before such sale or transfer takes place."

This department has reviewed the Auditor records and found that this property has transferred ownership and has not had an evaluation conducted. Discussion followed.

Mrs. Burr moved that a code violation exists at the property owned by Ms. Annette Scott located at 15279 Hemlock Point, Russell Township. Dr. Bowers seconded the motion. Motion carried with a roll call vote. Mr. Lang, yes; Mr. Benenati, yes; Dr. Bowers, yes; Mrs. Burr, yes; and Ms. Eppich, yes.

Mrs. Burr moved that the owner be ordered to make application and provide the necessary information to have a For Sale of Property evaluation conducted within 14 days of receipt of Board order. Failure to follow this order will result in referral to the Prosecutor's Office for legal action. Ms. Eppich seconded the motion. Motion carried with a roll call vote. Mr. Lang, yes; Mr. Benenati, yes; Dr. Bowers, yes; Mrs. Burr, yes; and Ms. Eppich, yes.

Mr. Benenati moved to amend the motion to reflect that the evaluation must be conducted within 30 days of receipt of Board order. Dr. Bowers seconded the motion. Motion carried with a roll call vote. Mr. Lang, yes; Mr. Benenati, yes; Dr. Bowers, yes; Mrs. Burr, yes; and Ms. Eppich, yes.

VI. Environmental Health Program Update

A. Asphalt Update

Mr. Weisdack reported that he recently received a drawing for the Newbury Sand & Gravel Site. He has reviewed it, but needs more information. On March 15, 2005, this issue is scheduled to go to court.

B. HB 231 Update

Mr. Weisdack reported that due to the passage of HB231, he anticipates that sewage will become a State mandated program. The fees received for sewage will not be able to be used for any other programs. This will create a hardship since the sewage fees subsidize other Health District programs. Mr. Weisdack stated he will be contacting Senator Grendell to discuss this issue.

C. Rabies Update

Surveillance will soon begin again. Only specimens from the southern part of the county will be collected. Specimens from the northern part of the county will be collected if there is an exposure. The State will be dropping bait again in the Spring in the target areas.

Herb Shubick provided a seminar on rabies to some elementary school children. The children showed great interest in the rabies topic.

D. Phase II Stormwater Program

Mr. Tusick reported that the Health District has entered into an agreement with the Geauga County Commissioners and the County Engineer. The County Engineer is the overseer of the County plan. In this agreement, we are currently entering information on the type and location of the sewage disposal systems for each address located in the designated area. We charge \$3.00 per address entered.

The townships affected by the Stormwater Plan (Bainbridge, Russell, Chester, S. Russell Village) have developed plans as required by OEPA. Their plans include requirements by the Geauga County Health District to conduct workshops on home sewage system management and provide materials on these topics. We currently provide free educational seminars and will continue to do so.

The townships will be turning over reports of dry weather discharges to the Health District to determine the source. This will include sampling, testing, issuing orders, and enforcement. This office will be spending resources, time, money, manpower, etc. to investigate these complaints if this department should agree to conduct the investigations. Resources will also be spent to ensure corrections are made. How much time and money will be spent will depend on the number of complaints/discharges reported by the townships.

The townships know that under the ORC, the Health District is required to investigate nuisance complaints. Complaints received from other parts of the County not involved in the Stormwater Program would be treated as a typical complaint. Since the ORC requires this office to investigate nuisance complaints, the Board will need to decide whether to do the stormwater complaints at no charge or look at it as a special project area and consider charging each township/village for the resources used to meet their obligations to the OEPA.

Discussion ensued regarding the fact that the townships/village wrote the Health District into the plan without first consulting with this office. Mr. Weisdack told the Board that the only things agreed upon were the seminars and the entering of our data into the computer system.

The Board discussed different options for the complaints filed by the stormwater townships/village. One option is to charge for any complaints that are determined to be non-septic

related. Also discussed was the possibility of charging those townships/villages for the extra personnel the Health District would have to hire to take care of those areas involved in the stormwater program.

Bainbridge, Chester, Russell Township and S. Russell Village want the Health District to sign a Memorandum of Understanding. Mr. Weisdack stated that he was not willing to do that until all the details are worked out.

VII. Personal Health Services Update

Mrs. Scherer reported the PHI grant has received an increase of \$13,573.00 specifically to purchase SWIPERS. This will provide wireless access to the State immunization program. We will be purchasing 2 sets of the SWIPERS. These units can also be used day-to-day at regular clinics. This will provide some hands-on training so that the staff will be comfortable with the equipment in the event of a crisis event.

We will also be purchasing software with PHI funds that will work with the copier to scan all of our documents into a server. This will allow staff to view everything in the file right from their desk. This will also provide a back-up in the case that we experience a loss of all of our files due to a catastrophe.

Mrs. Scherer stated that Geauga County has a possible food borne illness. This is known as the Norwalk Virus.

Influenza in Ohio is reported as being localized.

A. WIC

We are waiting on word regarding the Farmer's Market Nutrition Program. The funding for this program is questionable.

VIII. Frank Gliha

Mr. Gliha expressed concern that Mr. Weisdack may be working too hard. He stated that he feels that the Board needs a succession plan for the position of Health Commissioner. Mr. Gliha suggested to the Board that they should look at hiring interns.

IX. Old Business

A. Proposed 2006 Budget

The Auditor is concerned over the amount of our cash balance and suggested lowering it. He said that our carryover should be 25-50% of our yearly budget.

He suggested increasing the amount in the Public Health Emergency Fund for 2005. He also stated that when the sewage program becomes State mandated, the money from that fund can be used to cover the expenses that have been previously paid by the fees for sewage.

Another suggestion was to not collect the levy money for a specified period of time.

Mr. Gliha said that the township trustees appreciate the frugality of the Health District. Geauga County Health District is in better shape financially than most counties.

We need to lower our cash carryover. Mr. Weisdack presented the Board with a list of items to purchase in order of priority. The list included items such as purchasing new computer equipment and software to purchasing new vehicles. Purchasing these items will help in decreasing the cash carryover. These items will help with the efficiency of the department.

After more discussion, **Mr. Benenati moved to increase the Public Health Emergency Fund for 2005 by \$100,000.00. Mrs. Burr seconded the motion. Motion carried with a roll call vote. Mr. Lang, yes; Mr. Benenati, yes; Dr. Bowers, yes; Mrs. Burr, yes; and Ms. Eppich, yes.**

The Board instructed Mr. Weisdack to increase the miscellaneous line by \$5,000.00 for 2006.

X. Executive Session

Mr. Benenati moved to adjourn to Executive Session at 9:45 p.m. to discuss the Health Commissioner's evaluation and contract. Mrs. Burr seconded the motion. Motion carried with a roll call vote. Mr. Lang, yes; Mr. Benenati, yes; Dr. Bowers, yes; Mrs. Burr, yes; and Ms. Eppich, yes. Meeting reconvened at 10:40 p.m. Mr. Lang stated that no action would be taken regarding personnel and the Health Commissioner's evaluation and contract.

XI. New Business

Mrs. Burr moved 2.05-1 to approve the payment to CHC Software in the amount of \$1,514.00 for annual maintenance fee. Ms. Eppich seconded the motion. Motion carried with a roll call vote. Mr. Lang, yes; Mr. Benenati, yes; Dr. Bowers, yes; Mrs. Burr, yes; and Ms. Eppich, yes.

Mr. Benenati moved 2.05-2 to approve the payment to Clemans Nelson in the amount of \$1,492.66 for legal services. Dr. Bowers seconded the motion. Motion carried with a roll call vote. Mr. Lang, yes; Mr. Benenati, yes; Dr. Bowers, yes; Mrs. Burr, yes; and Ms. Eppich, yes.

Mrs. Burr moved 2.05-3 to approve the resignation of Billie Sundquist effective February 25, 2005. Dr. Bowers seconded the motion. Motion carried with a roll call vote. Mr. Lang, yes; Mr. Benenati, yes; Dr. Bowers, yes; Mrs. Burr, yes; and Ms. Eppich, yes.

Mr. Benenati moved 2.05-4 to approve the advertising and hiring of a PHS secretary in an amount not to exceed \$9.00 per hour with a \$.25/hr increase upon successful completion of 120 probationary period. Mrs. Burr seconded the motion. Motion carried with a roll call vote. Mr. Lang, yes; Mr. Benenati, yes; Dr. Bowers, yes; Mrs. Burr, yes; and Ms. Eppich, yes.

Dr. Bowers moved 2.05-5 to approve the contract with GlaxoSmithKline to purchase vaccine at a reduced government rate, pending prosecutor's approval. Mrs. Burr seconded the motion. Motion carried with a roll call vote. Mr. Lang, yes; Mr. Benenati, yes; Dr. Bowers, yes; Mrs. Burr, yes; and Ms. Eppich, yes.

Mrs. Burr moved 2.05-6 to certify and appropriate PHI funds in the amount of \$13,573.00. Mr. Benenati seconded the motion. Motion carried with a roll call vote. Mr. Lang, yes; Mr. Benenati, yes; Dr. Bowers, yes; Mrs. Burr, yes; and Ms. Eppich, yes.

Mrs. Burr moved 2.05-7 to approve the PHI budget revision as presented. Dr. Bowers seconded the motion. Motion carried with a roll call vote. Mr. Lang, yes; Mr. Benenati, yes; Dr. Bowers, yes; Mrs. Burr, yes; and Ms. Eppich, yes.

Mrs. Burr moved 2.05-8 to approve the purchase of SWIPERS equipment in an amount not to exceed \$20,000.00. Mr. Benenati seconded the motion. Motion carried with a roll call vote. Mr. Lang, yes; Mr. Benenati, yes; Dr. Bowers, yes; Mrs. Burr, yes; and Ms. Eppich, yes.

Mr. Benenati moved 2.05-9 to approve the purchase of DocuLex Goby Software in an amount not to exceed \$3,5000.00. Mrs. Burr seconded the motion. Motion carried with a roll call vote. Mr. Lang, yes; Mr. Benenati, yes; Dr. Bowers, yes; Mrs. Burr, yes; and Ms. Eppich, yes.

Mrs. Burr moved 2.05-10 to approve the purchase of DocuLex WebSearch Software in an amount not to exceed \$6,000.00. Ms. Eppich seconded the motion. Motion carried with a roll call vote. Mr. Lang, yes; Mr. Benenati, yes; Dr. Bowers, yes; Mrs. Burr, yes; and Ms. Eppich, yes.

Mrs. Burr moved 2.05-11 to approve the purchase of software to update PC's to accept the County Alphie system in an amount not to exceed \$2,000.00. Mr. Benenati seconded the motion. Motion carried with a roll call vote. Mr. Lang, yes; Mr. Benenati, yes; Dr. Bowers, yes; Mrs. Burr, yes; and Ms. Eppich, yes.

Mr. Benenati moved 2.05-12 to approve the purchase of PC tablets in an amount not to exceed \$6,000.00. Ms. Eppich seconded the motion. Motion carried with a roll call vote. Mr. Lang, yes; Mr. Benenati, yes; Dr. Bowers, yes; Mrs. Burr, yes; and Ms. Eppich, yes.

Dr. Bowers moved 2.05-13 to approve the purchase of 2 vehicles in an amount not to exceed \$36,000.00. Mrs. Burr seconded the motion. Motion carried with a roll call vote. Mr. Lang, yes; Mr. Benenati, yes; Dr. Bowers, yes; Mrs. Burr, yes; and Ms. Eppich, yes.

XII. Other Business

There was no other business.

XIII. Meetings

A special meeting of the Board will be held February 28, 2005 at 7:00 p.m., in the Health Commissioner's office.

The regular meeting of the Board will be held March 21, 2005 at 7:00 p.m., in the meeting room at 470 Center Street, Building 8, in Chardon, Ohio.

XIV. Adjournment

As there was no further business to come before the Board, **Mrs. Burr moved to adjourn the meeting at 10:39 p.m. Ms. Eppich seconded the motion. Motion carried with a unanimous vote.**

Respectfully submitted,

Robert K. Weisdack, RS, MA, MPH
Secretary of the Board