

Highland County Board of Health
Thursday, August 20, 2020

Agenda

1. Call to Order
2. Roll Call
3. EH Stats
4. WPCLF Grant Jobs
 - a. Jessica Shepherd (Cody Wheeler Septic)
 - b. Tammy Smith (Vic's Bobcat Service)
5. Nuisance complaints
 - a. Mark Massie – Massie Water Hauling
 - b. John Richardson – 220 Greenbush Rd., Mt. Orab, Ohio 45154
 - c. Andrew Hostetler – 4821 Bennington Road, Hillsboro, OH 45133
6. Review - Act on minutes for the month of July, 2020
7. Review - Act on bills July 15, 2020 to July 20, 2020
8. Legislation Review – BOH Membership SB 348
9. Quality Improvement
 - a. Single Entry Way Update
 - b. Network Upgrade
 - c. Vaccine Cooler Purchases
10. Open Discussion
 - a. COVID-19 Updates
 - b. Levy Discussion
11. Adjourn

I. SEWAGE PROGRAM

	# of Variance Requests
163	Sewage Consultations
3	Lot Splits/Minor Sub: Approved
	Lot Splits/Minor Sub: Disapproved
	Grant Jobs Approved
2	2019 WPCLF Grants Closed
see below	2019 Funding 150,000
	2020 WPCLF

4	Installer Registration (I)
16	Year to Date: I
1	Septage Hauler Registration (SH)
9	Year to Date: SH
0	SH Truck Inspections
3	Service Provider Registration (SP)
8	Year to Date: SP
	Installer Training/Testing

TOWNSHIP	STDOM Inspections	Site Eval. Insp.	Final and 12 Month Insp	Completed Finals	Site Eval Completed	Installation Permit	Replacement Permit	Alteration Permit	STDOM Permits Issued
Brush Creek			1	1					
Clay		1							
Concord		2			1				
Dodson		2							1
Fairfield	1	1	1					1	1
Hamer			1	1					1
Liberty	1	5			3				2
Jackson	2		2	1					3
Madison					1	1			
Marshall					1				
New Market	2	1	2	1		1			3
Paint		1	2	1					2
Penn		1							
Salem									
Union	1		1	1					
Washington									
White Oak			1	1					1
TOTALS	7	14	11	7	6	2	0	1	14

II. Animal Bites

7	# Reported - Dogs
1	# Reported - Others
3	Investigations
21	Consultations
	Heads to Lab
	Positive
1	Non-bite event reported (scratch)

III. Specialty Consultations

6	Bed Bugs	3	Mold
	Carbon Monoxide		Radon
	Formaldehy		PHAB
	Lead in Water	55	COVID Consults/compl.
	Lead Paint		Other:
	MHP		Other:

Animal Bite Breakdown

Type	Events	Human Exposures	Type	Events	Human Exposures	Type	Events	Human Exposures
Dog	7	7	Bats			Reptiles/ Other		
Cat	1	1	Raccoons			Farm Animals		
Rabbits/Mice/Squirrel			Ferrets			Non Highland County		

IV. FOOD PROGRAM

License Issued	FSO Risk I-IV	RFE Risk I-IV	Vending	Temporary FSO	Temporary RFE	Mobile FSO	Mobile RFE	Total
Commercial	2					3		5
Non-Commercial								0
YTD Total Licenses Issued								0

Action	Risk	Vending	Micro-Markets	Temporary FSO/REES	Mobiles	NonHC - Mobiles	Summer Feed	Total
Plan Review Received	1							1
Inspections (All types)	25				8			33
Consultations	8		7		12			27
Complaints								0
FB Outbreaks Reported								0
FB Outbreaks Consult.								0

V. PRIVATE WATER SYSTEM (PWS) PROGRAM

	PWS (new)	PWS (Other)	Public Water Supplies	Totals		Water Samples	Bacterial Samples	OTHER:	Total Samples
						# Taken	16	10	26
Inspections	3	1		4	# Safe	10	n/a		
Consultations	28	28		56	# Unsafe	6	n/a		
Approved	2			2	Water Haulers				
Disapproved				0	Water Hauler Registrations(WH)				
New Permits				0	0	Year to Date: WH Registered			
Alt. Permits				0	Truck Inspections				
Sealing Permit				0	1	Consultations			
Other Permits				0					

VI. Nuisances & Solid/IW Program

Type	# Received	Inspections	Consultations	Invalid	Abated	Other
Solid/infectious Waste Complaints (EPA citation)						
Trash Complaints (Local code)	1	4	4			
Sewage Complaints from Public						
Sewage - Failing STSOM		3				
All Other Complaints	1	1	3			1
Total Complaints	2	8	7	0	0	
Year to Date						
Solid and IW Waste Compliance Review						

VII. ADDITIONAL PROGRAMS

Type	Body Art	Campground	Day Care	Jail	Resident Camp	School Program	Swimming Pool	Other
Licenses/Approvals	1 pending	1 did not open per Covid (Butler Springs)	approvals n/a;	approvals n/a; yearly inspections	2 did not open per Covid (Ft. Hill, Freewill Baptist)	approvals n/a; inspections needed 2x/yr	2 need to pay/3 did not open per Covid (Ft. Hill, Both pools as Hillsboro Swim Club)	
2020 Licenses/Approvals YTD	3	8	0	3			5	
2019 Previous Year Totals	5	9	0	3	6	14	10	
Temporary/Time-Limited								
Temp/Time-Limited YTD								
Plan Review	1	n/a	n/a	n/a		n/a	n/a	
Temp. Fac. Plan Review		1	n/a	n/a	n/a	n/a	n/a	
Inspections		4			1		3	
Consultations	3	5			2			
Complaints								

VIII. EH Program Comments, Needs, Explanations of above stats etc.

Add run for sanitarian position.

DATE	IX Scheduled Surveys
1/11-22/2021	ODH Food
	ODH Private Water Program
2019 Surveys	12/2019 ODH Campgrounds; 12/2019 ODH Pools; 11/2019 Ohio EPA Solid Waste

DATE	X MEETINGS/TRAININGS
7/10; 7/17; 7/24	SEWAGE COMMITTEE
7/16	BOARD OF HEALTH
7/23	STAFF MEETING
	EH DIV STAFF MEETING
	PHAB
	HEALTH SPACE
7/14; 7/23; 7/24; 7/28	PROGRAM CONFERENCE CALL indicate program: fso
7/7; 7/14; 7/21; 7/28	COVID MEETINGS
7/16	Interview Re: Mosquitoes & Ticks
7/20	LEPC Meeting

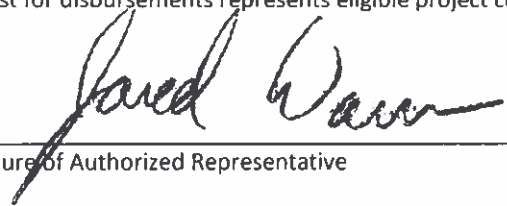
XI WPCLF Breakdwn

Calendar Year	Grant Year	Amount Approved for	Date Closed	Spent	5 Used	
2018	2017	\$300,000.00	12/31/2018	\$46,461.80	15%	
2019	2018	\$200,000.00	12/31/2019	\$180,407.35	90%	
2020	2019	\$150,000.00	12/31/2020	24,385.80	16%	as of 8/10/2020
2021	2020	\$150,000.00	12/31/2021			
2022	2021	TBD	12/31/2022			

2019 WPCLF HSTS Program
Ohio EPA - DEFA
Payment Request Form

Health District/County	Highland County	WPCLF Loan #	HS391705-0003	
Street Address	1487 N. High St., Suite 400	Payment Request #	2	
City	Hillsboro	Property Owner	Jessica Shepherd	
Zip	45133	Date	8/5/2020	
HSTS Upgrade/Replacements		Total Eligible Project Cost	Previously Paid Eligible Project Cost	This Request
Property Address	4321 Sorg Rd., Hillsboro Ohio 45133			WorkType (Soil Eval, Replace, Repair)
Project ID:	2019 4321 - Shepherd			
1 Project is approved	at 85%			
2 Design Cost			\$0.00	
3 Installation Cost	Cody Wheeler Septic	\$8,500.00	\$7,225.00	New Installation
2 3% of Install Cost		\$255.00	\$255.00	Admin fee
3 Permit Fee		\$75.00	\$11.85	Alt. Permit
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
Total		\$8,830.00	\$7,491.85	Total

I certify that this request for disbursement is a true and accurate request for disbursement; that it is made in accordance with the terms and conditions of the above referenced WPCLF Assistance Agreement; and that this request for disbursements represents eligible project costs not previously requested.



Signature of Authorized Representative

Jared Warner, Health Commissioner

2019 WPCLF HSTS Program
Ohio EPA - DEFA
Payment Request Form

Health District/County	Highland	WPCLF Loan #	HS391705-0003
Street Address	1487 N. High St., Suite 400	Payment Request #	2
City	Hillsboro	Project ID	2019 4741-SMITH
Zip	45133	Date	7/23/2020

HSTS Upgrade/Replacements	Total Eligible Project Cost	Previously Paid Eligible Project Cost	This Request	WorkType (Soil Eval, Replace, Repair, Connection)
Address of Property Owner	4741 Mad River Rd., Hillsboro, Ohio 45133			
1 DESIGN COST			\$0.00	
2 INSTALLATION COST	\$15,965.00		\$15,965.00	NEW
3 ADMIN FEE - 3% INSTALLATION COST	\$478.95		\$478.95	
4 PERMIT FEE	\$450.00		\$450.00	NEW
5				
6				
7				
8				
9				
10				
11				
12				
13 PROJECT APPROVED AT 100%				
14				
15				
Total	\$16,893.95		\$16,893.95	TOTAL

I certify that this request for disbursement is a true and accurate request for disbursement; that it is made in accordance with the terms and conditions of the above referenced WPCLF Assistance Agreement; and that this request for disbursements represents eligible project costs not previously requested.


Signature of Authorized Representative

7/23/20



Highland County General Health District

1487 North High St. Suite 400, Hillsboro, OH 45133

Telephone: (937) 393-1941 • Fax: (937) 393-4694 • Email: highcohd@odh.ohio.gov

Public Health
Prevent. Promote. Protect.

7/28/2020

Notice of Violation

Massie Water Hauling
Mark Massie
703 4th Street
Greenfield, Ohio 45123

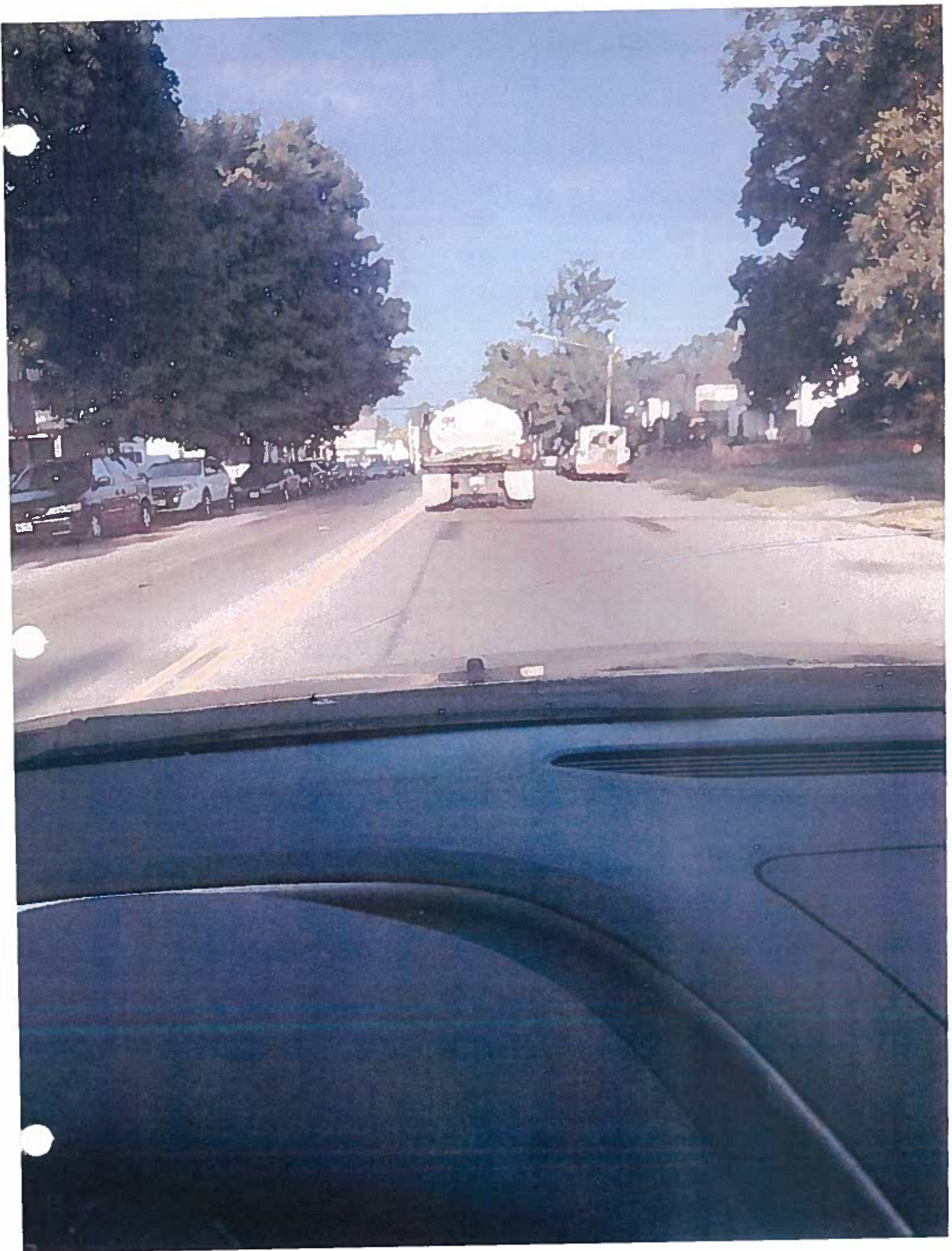
On July 21, 2020, A Massie water hauling truck was seen beside the Greenfield school with a full load of water. I called and left a message on the phone about getting registered this year. Finally, Massie Water Hauling is in violation of the Ohio Administrative Code 3701-28-16(c);

"All water haulers shall register annually with the board of health in which the applicant's principal place of business is located and shall not deliver water to a private water system before they have been registered and inspected."

Failure to comply will result in your case being submitted to the Highland County Board of Health for action at the Health Department at 9:00 am August 20, 2020. Please contact our office with any questions regarding this matter.

Sincerely,

Philip Webb
Environmental Health





Highland County General Health District

1487 North High St. Suite 400. Hillsboro, OH 45133

Telephone: (937) 393-1941 • Fax: (937) 393-4694 • Email: info@highlandcountyhealth.org

Public Health
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NOTICE OF VIOLATION

Date: **8-4-2020**

Property Owner Name:	John Richardson		
Mailing Address:	220 Greenbush Rd		
City:	Mt. Orab	State:	Ohio
Zip:	45154		

Re: Complaint

Nature of Complaint:	Sewage
Parcel Number(s):	05-23-000-376.00
Complaint Property Address:	220 Greenbush Rd

The Highland County Health Department (HCHD) received the above-mentioned complaint and a HCHD staff member performed an investigation.

Date of Investigation:	
Complaint was found to be:	<input checked="" type="checkbox"/> Valid - Corrective measures must be taken. <input type="checkbox"/> Not Valid - No further action needs to be taken. <input type="checkbox"/> Outside of the jurisdiction of this agency at this time.
At the time of the inspection the following was observed:	No Jet motor seen in the aeration tank and off rim tire seen on property

You are currently in violation of the following code(s)/regulation(s) regarding this complaint:

<p><u>Health District Premise Maintenance Regulation 2.1:</u> "No person shall store, place, burn or dispose on his premises or the premises of another or permit to accumulate on his premises, any solid waste in such a manner whereby it will become a rodent or insect harborage or breeding place, or create a health menace, unsanitary condition, or nuisance." As adopted under authority of ORC 3709.21 & ORC 3709.22</p> <p>ORC 3718.011 Conditions under which sewage treatment system causes a public health nuisance. (A) For purposes of this chapter, <u>a sewage treatment system is causing a public health nuisance if any of the following situations occurs and, after notice by a board of health to the applicable property owner, timely repairs are not made to that system to eliminate the situation:</u> (1) The sewage treatment system is not operating properly due to a missing component, incorrect settings, or a mechanical or electrical failure</p>
--

This public health nuisance must be abated by the deadline.

Deadline(s):	September 16, 2020	
Corrective Action(s):	1. Contact this office prior to the deadline to schedule a re-inspection for verification of compliance. <ul style="list-style-type: none"> Please note that under Ohio Administrative Code 3745-19-04 – the burning of materials which contain rubber, grease, asphalt, liquid petroleum products, plastics or building materials is prohibited. 	
Failure to comply:	<u>If the deadline is not met and our office contacted for an inspection</u> , your case will be turned over to the Highland County Board of Health at their next scheduled monthly board meeting.	
	Board meeting date:	September 17 2020 9:00 am

Highland County Board of Health meets on the 3rd Thursday of each month at 9:00 AM in the Health Department's meeting room. These meetings are open to the public. If a meeting must be changed it will be posted on local news media, HCHD social media, and posted on the hall bulletin board.

Please contact this office with any questions or concerns regarding your responsibilities in this matter. Your questions will be best answered by the sanitarian handling this case. Updates regarding remediation actions should also be directed to this sanitarian:

HCHD Sanitarian handling this case:	Philip Webb
e-mail:	Pwebb@highlandcountyhealth.org
Phone:	937-393-1941 #110

Sincerely,



Registered Sanitarian
Environmental Health Division

Highland County Health Department hours of operation:
8AM-5:30PM Mon. & Wed.; 8AM-4PM Tues., Thurs., & Fri.
Hours may vary during holiday weeks









Septic Services Inc.
FLAGG-AIR MODEL 340

Serial No:



115V/60Hz 3.5 Amp
1/4 Hp. 3450 R.P.M.

Made In U.S.A.



NUISANCE PROGRAM
ADMINISTRATIVE SUMMARY

937

PROPERTY
R
INSURANCE
COMPLAINT RECEIVED
STATUS

2

**BARBER'S
SEPTIC SERVICE
PLUMBING & AUGER SERVICE**
119 SOUTH HIGH ST.
MT. ORAB, OH 45154
(937) 444-4090

DISPOSITION
STATEMENT (Dates)
REASON (CHECK)
DATE

CUSTOMER'S ORDER NO. 937 5/5-2575 8.1-20
PHONE
DATE

NAME

ADDRESS 220 Greenbush

CASH	C.O.D.	CHARGE	ON ACCT.	MDSE. RET'D	PAID OUT
					EAS

Septic Pump 195.00
P.L. 285

SEPTIC TANK CLEANING
OWNER IS RESPONSIBLE FOR
ADDING WATER TO TANK TO AVOID
POSSIBILITY OF FLOATING

TAX

SOLD BY RECEIVED BY

TOTAL 195.00

E PRODUCT 609T
27195

All claims and returned goods MUST be accompanied by this bill.

THANK YOU









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Telephone: (937) 393-1941 • Fax: (937) 393-4694 • Email: info@highlandcountyhealth.org

Public Health
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NOTICE OF VIOLATION

Date: **4/16/20**

Property Owner Name:	Andrew and Betty Hostetler				
Mailing Address:	4821 Bennington Rd.				
City:	Hillsboro	State:	Ohio	Zip:	45133

Re: Complaint

Nature of Complaint:	Failing sewage system/ sewage surfacing
Parcel Number(s):	43-21-000-340.01
Complaint Property Address:	4821 Bennington Rd.

The Highland County Health Department (HCHD) received the above-mentioned complaint and a HCHD staff member performed an investigation.

Date of Investigation:	4/1/2020
Complaint was found to be:	<input checked="" type="checkbox"/> Valid - Corrective measures must be taken. <input type="checkbox"/> Not Valid - No further action needs to be taken. <input type="checkbox"/> Outside of the jurisdiction of this agency at this time.
At the time of the inspection the following was observed:	Sewage was observed on ground surface from a discharge pipe draining the septic tank.

You are currently in violation of the following code(s)/regulation(s) regarding this complaint:

3701-29-06 (E)(1) An STS shall be maintained in proper working condition. (3) No STS shall create a public health nuisance as defined in section 3718.011 of the ORC.
--

This public health nuisance must be abated by the deadline.

Deadline(s):	Within 60 days obtain an approved repair plan[6/15/2020] Within 90 days obtain permit to install [7/15/2020] Within 120 days to have installed[8/14/2020] (weather depending)
Corrective Action(s):	Acquire an approved STS design and installation permit to replace existing failing system and install the replacement system. Contact this office prior to the deadline to schedule a re-inspection for verification of compliance.

Failure to comply:	<u>If the deadline is not met and our office has not been contacted for an inspection</u> , your case will be turned over to the Highland County Board of Health at their next scheduled monthly board meeting.
	Board meeting date: 8/20/2020

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Please contact this office with any questions or concerns regarding your responsibilities in this matter. Your questions will be best answered by the sanitarian handling this case. Updates regarding remediation actions should also be directed to this sanitarian:

HCHD Sanitarian handling this case:	Chris Shope
e-mail:	cshope@highlandcountyhealth.org
Phone:	(937) 393-1941 Ext: 116

Sincerely,

Registered Sanitarian
Environmental Health Division

CC:

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8AM-5:30PM Mon. & Wed.; 8AM-4PM Tues., Thurs., & Fri.
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1487 N. High St. Suite 400
Hillsboro, Ohio 45133
Phone: (937) 393-1941
Fax: (937) 393-4694
Email:
info@highlandcountyhealth.org



Sewage Treatment System Operation and Maintenance Evaluation Report

Routine Evaluation Reevaluation (Initial STSOM inspection date: _____)

Site Address: 4821 Pennington Rd. Hillsboro, Ohio 45133
Owners Name: Andrew Hostetler
Owners Mailing Address: 4821 Pennington Rd.
Phone: 937 393-2371 Township: Washington
Applicant Name (if different from above): Same
Applicant Mailing Address: _____

System Type :

Soil Absorption Discharging Holding Tank (no absorption or discharge) Unknown

Primary Treatment (Septic Tank):

Less than 1000 gal. 1000 gal. 1500 gal. 2000 gal. over 2000gal. Unknown Not Applicable

Pretreatment System:

Aeration: [Manufacturer: _____ Model: _____] Sand Filtration
 Other _____ Unknown Not Applicable

Secondary Treatment:

Leaching Trenches / Leaching Bed Sand Mound Drip Irrigation Sand Filter Bed Drywell
 Unknown Other: _____

General Factors:

At time of inspection, structure served by system was: Occupied Vacant
Year system was installed: 1987 If unknown, estimate age of system: _____ years.
Were records for the system installation located on file? Yes No
Is system currently under an active maintenance contract? Yes No Unknown Not Required
Last STSOM inspection date: NA No record of previous STSOM inspection on file

The following issues were identified:

- | | |
|--|--|
| <input type="checkbox"/> Missing component(s) | <input type="checkbox"/> Improper grading or inadequate vegetative cover over system |
| <input checked="" type="checkbox"/> Motor, pump, or other components not operating properly | <input checked="" type="checkbox"/> Access lids buried |
| <input type="checkbox"/> Electrical Problem | <input checked="" type="checkbox"/> Soil absorption area or replacement area has been disturbed |
| <input type="checkbox"/> Damaged component | <input checked="" type="checkbox"/> Sewage surfacing over system or system discharging sewage |
| <input type="checkbox"/> Air line/diffuser problem or air shaft needs cleaning (aeration systems only) | <input type="checkbox"/> Outlet pipe is not free flowing (for discharging components only) |
| <input checked="" type="checkbox"/> Tank needs to be pumped and dewatered | <input type="checkbox"/> System components crosses property lines |
| <input type="checkbox"/> Timer needs adjustment | <input type="checkbox"/> System components do not meet horizontal separation distance requirements |
| <input type="checkbox"/> Filter needs service | |
| <input type="checkbox"/> Chlorinator empty | |
| <input type="checkbox"/> High water level observed in system | |

Comments Concerning This System:

System found to be altered to cause effluent (sewage) from tank to overflow and discharge to ground surface. System was designed for a two bedroom trailer which has been removed. A 3 bedroom home now exists on lot. System was altered to connect to existing home without a permit. System must be abandoned and replaced with a new system at this time.

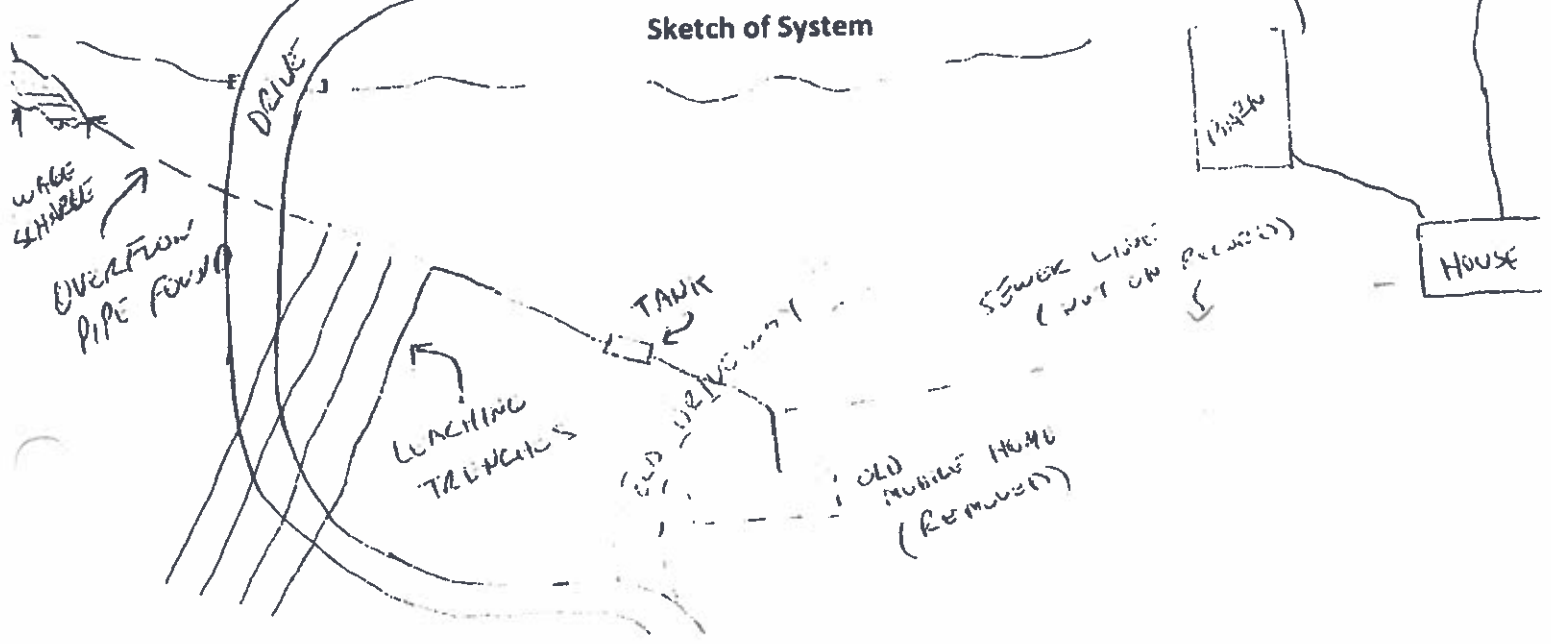
The issuance of an Operation Permit for this sewage treatment system has been:

<p><input type="checkbox"/> Approved</p> <p>Your sewage treatment system is not creating an apparent nuisance at this time and appears to be operating properly and in good repair. An operation permit can be issued at this time.</p>	<p><input type="checkbox"/> Conditional Approval</p> <p>Your sewage treatment system is not creating an apparent nuisance at this time, however system does not appear to be operating properly or needs maintenance or minor repairs at this time. Contact a registered STS contractor to perform maintenance or minor repairs. An operation permit can be issued at this time. See comments above.</p>	<p><input checked="" type="checkbox"/> Disapproved</p> <p>Your sewage treatment system is creating a nuisance and requires major repair or replacement. System should not be placed into use until repairs or replacement can be completed. An operation permit is denied and notice of violation has been issued. See comments above.</p>
--	---	---

Inspected By: Chris Shope

Date: 4/1/20

The opinion given is rendered without the knowledge of some of the individual parts of the sewage treatment system and applies only to the date and time the opinion is made. Therefore, this opinion does not guarantee the future performance of the sewage treatment system.



1021 2011/11/11 10:00

1111

most of the way down from
on side



4821 Deming rd

11 "



MINUTES

BOARD OF HEALTH MEETING HIGHLAND COUNTY, OHIO

Thursday, July 16, 2020

The Highland County General Health District Board of Health held its July, 2020 meeting on July 18, with the following members present:

Mr. John Holt
Mr. Rob McCray
Mr. Craig Edgington
Mr. Tim Parry
Dr. Julie Karnes

1. Call to Order

The meeting was called to order by Mr. Holt at 9:05AM.

2. Roll Call

The following individuals were present at the meeting:

Mr. John Holt
Mr. Rob McCray
Mr. Craig Edgington
Mr. Tim Parry
Dr. Julie Karnes
Jared Warner, Health Commissioner
Anna McCoppin, Director of Environmental Health
Connie Page, Fiscal Officer
Philip Webb, Sanitarian
Ashley Kiley, Homeowner

3. Variance Request

- Ashely Kiley, 4011 Davison Rd. Hillsboro, OH
Mr. Webb presented information regarding a variance request for 4011 Davison Rd., Hillsboro Ohio. The current property owner is working to build a new home on the lot, and requires an approved private water system in order to move forward with this process. The current cistern hauled water system was installed without a permit, and several components and aspects of the system do not meet current code requirements. After considerable discussion, Mr. Parry made a motion to require that the cistern tank be relocated to an area that meets the distance requirements for private water systems in Ohio. Other system components would be permitted to be reused. Mr. Edgington seconded the

motion. Mr. Holt, Mr. Parry, and Mr. Edgington voted in favor of the motion. Mr. McCray and Dr. Karnes voted against the motion. Motion carried.

- Thompson CEU Variance Request - Ms. McCoppin presented information regarding Mr. Doug Thompson and his request for a variance from the standard CEU requirements needed in Ohio to maintain an active household sewage system installer registration. Mr. Thompson was sick during a planned CEU course and was unable to attend. He has now completed enough CEUs for both 2019 and 2020. After discussion, Dr. Karnes made a motion to approve the variance request. Mr. McCray seconded the motion. Motion carried unanimously.

4. Monthly EH Stats

The Board reviewed monthly activity from EH Division.

5. Monthly Nursing Stats

The Board reviewed monthly activity from PHN Division.

6. Levy Approval

Mr. Warner and Ms. Page presented an overview of the levy documentation provided by the Highland County Auditor's office. This included a review of the intent to apply for a renewal levy, and information about the expected financial breakdown of the levy if it passes. After discussion, Mr. McCray made a motion to approve the levy. Dr. Karnes seconded the motion. Motion carried unanimously.

7. COVID-19 Update (Continuing Education 9:45AM to 10:00AM) – Mr. Warner presented information about COVID-19, the impact to date on Highland County, the various grants and their organization around the issue, quarantine housing programs, antibody testing and other topics related to the current pandemic.

8. SIT/RS Position

Mr. Warner discussed the ongoing work load issues in the EH division, and informed the board of his plan to repost the position that had previously been advertised, using the already approved payscale.

9. June 2020 BOH Minutes

Mr. Warner presented the minutes for the June 2020 BOH Meeting. Dr. Karnes made a motion to approve minutes. Mr. McCray seconded the motion. Motion passed unanimously.

10. Bills from June 17, 2020 to July 15, 2020

Ms. Page presented the bills from June 17, 2020 to July 15, 2020. Mr. Parry moved to approve bills. Mr. Edgington seconded the motion. Motion passed unanimously.

11. Open Discussion

a. Budget Reappropriations

Ms. Page provided two budget appropriation changes for the board to review. Due to the unexpected financial issues that COVID-19 has presented, much of the current health department budget is in need of adjustment. After discussion, Dr. Karnes made a motion to accept the budget category appropriations. Mr. Parry seconded the motion. Motion carried unanimously.

b. Executive Session

Mr. Parry made a motion to enter executive session to discuss the annual performance review for the health commissioner. Mr. Edgington seconded the motion. A roll call vote was held as follows.

Mr. Holt: Yes
Mr. McCray: Yes
Dr. Karnes: Yes
Mr. Edgington: Yes
Mr. Parry: Yes

Executive session was entered at 11:05 AM. The session ended at 11:45AM. No action was taken.

12. Adjourn

Mr. Holt made a motion to adjourn the meeting. Mr. McCray seconded the motion. Motion carried unanimously. Meeting was adjourned at 11:45 AM.



John Holt
President, Board of Health



Jared Warner, MEM, RS
Health Commissioner
Secretary, Board of Health

August

Prepared by: Connie Page

Estimated Health Salary Costs for August		Actual Health Salary Costs for July	
Item		Item	Cost
Salaries	\$44,932.74	Salaries	\$44,932.74
PERS - Employer Pickup	\$707.72	PERS - Employer Pickup	\$707.72
PERS - Monthly Contributions	\$5,915.44	PERS - Monthly Contributions	\$5,915.44
Medicare	\$613.61	Medicare	\$613.61
Medical Mutal	\$10,450.61	Medical Mutual	\$10,450.61
Total Estimated	\$62,620.12	Total	\$62,620.12

Health Expenses to be Paid				Full amount	Discount
Payee	Cat. Number	Item	Cost		
Sanofi Pasteur	E2	Vaccines	\$ 10,510.10	\$10,616.23	-\$ 106.13
SOS	E2	Paper and Labels, monitors, accesorie	\$ 5,004.94		
Jani-Chem	E2	Hand towels, wipes, trash bags	\$ 225.95		
McKesson	E2	Medical Supplies	\$ 84.76		
GSK	E2	Vaccine	\$ 6,162.35	\$6,284.75	-\$ 122.40
Fifth Third	E2	Com Doc bill and vaccine returns	\$ 239.22		
Anna McCoppin	E2	Thumb drives	\$ 9.63		
Brittane Dance	E2	Covid supplies	\$ 37.92		
Pitney Bowes	E2	Prepaid postage	\$ 500.00		
AT&T	E5	Wi Fi hotspot	\$ 53.37		
SOS	E3	Laptops (3) and TV	\$ 2,329.96		
Pitney Bowes	E5	Lease	\$ 106.09		
ComDoc	E5	Maintence & Usage fees	\$ 205.59		
Environmental Control	E5	Office Cleaning	\$ 225.00		
HCFR Inspections, LLC	E5	Plumbing Permit Remits	\$ 840.00		
Highland District Hospital	E5	Lab Testing	\$ 147.71		
Charter Communications/Spectrum	E5	Phone Service	\$ 387.83		
Time Warner Cable	E5	Internet Service	\$ 119.99		
Stericycle	E5	Sharps Disposal	\$ 49.89		
Xerox	E5	Lease Payment	\$ 214.29		
Brittane Dance	E7	July Mileage	\$ 83.20		
Chris Shope	E7	July Mileage	\$ 284.96		
Anna McCoppin	E7	July Mileage	\$ 32.24		
Philip Webb	E7	July Mileage	\$ 85.80		
Greystone Motel	E12	Housing for quarantine person	\$ 440.00		
Jason Stires	E12	Reimburse for STSOM	\$ 50.00		
Treasurer, State of Ohio	E17	Sewage Remits	\$ 183.00		
Ohio Division of Real Estate & PL	E17	Burial Permits	\$ 2.50		
Vic's Bobcat Service	E19	Project for Tammy Smith	\$ 16,415.00		
Cody Wheeler	E19	Project for Shepherd	\$ 7,236.85		
Total General Health Expenses from 07/16/20-8/19/20			\$ 52,268.14		

Restaurant Expenses to be Paid			
Category	Cat. Number	Item	Cost
Salaries	G1	Employee Salaries	
PERS	G1	Monthly Contributions	
Medicare	G1	Employer Medicare	
Workers Comp	G11	Workers Comp	
Treasurer, State of Ohio	G2	FSO Remits	\$ 140.00
Treasurer, State of Ohio	G2	RFE Remits	
Philip Webb	G3	July Mileage	\$ 138.32
Anna McCoppin	G3	July Mileage	\$ 24.96
Total Restaurant Expenses from 07/16/20-8/19/20			\$ 303.28

Private Water Expenses to be Paid

Category	Cat. Number	Item	Cost
Salaries	S78	Employee Salaries	\$ -
Treasurer, State of Ohio	S81	Private Water Permit Remit Fees(ODH)	
Treasurer, State of Ohio	S81	Private Water Permit Remit Fee(ODNR)	
Masi Labs	S83	Water Sample Testing	\$ 863.90
Workers Comp	S86	Workers Comp	
Anna Mccoppin	S87	July Mileage	\$ 21.84
Philip Webb	S87	July Mileage	\$ 127.40
Total Private Water Expenses from 07/16/20-8/19/20			\$ 1,013.14

Swimming Pool Expenses to be Paid

Category	Cat. Number	Item	Cost
Salaries	E01	Employee Salaries	
PERS	E10	Monthly Contributions	
Medicare	E08	Employer Medicare	
Workers Comp	E11	Workers Comp	
Anna McCoppin	E07	July Mileage	\$ 30.16
Philip Webb	E02	July Mileage	\$ 23.40
Treasurer, State of Ohio	E03	Pool License Remits	-
Total Swimming Pool Expenses from 07/16/20-8/19/20			\$ 53.56

RV Park Expenses to be Paid

Category	Cat. Number	Item	Cost
Salaries		Employee Salaries	
PERS		Monthly Contributions	
Medicare		Employer Medicare	
Treasurer, State of Ohio	E2	Campground remits	
Workers Comp	E1	Workers Comp	
Philip Webb	E03	July Mileage	\$27.04
Anna McCoppin	E03	July Mileage	
Total RV Park Expenses from 07/16/20-8/19/20			\$ 27.04

Fund	7/1/2020	July Receipts	July Expenses	7/31/2020
General Health Fund	\$389,386.47	\$61,329.50	\$80,099.84	\$370,616.13
R/V Trailer Parks Fund	\$14,299.09	\$355.00	\$410.66	\$14,243.43
Swimming Pool Fund	\$6,247.79		\$139.80	\$6,107.99
Restaurant Fund	\$72,703.66	\$1,158.00	\$2,212.16	\$71,649.50
Private Water Funds	\$13,892.57	\$1,403.65	\$1,589.17	\$13,707.05
Capital Improvements	\$61,619.86			\$61,619.86
Totals	\$558,149.44	\$64,246.15	\$84,451.63	\$537,943.96