



HARRISON COUNTY GENERAL HEALTH DISTRICT
Minutes of the Board of Health
Held April 17th, 2019

Meeting Location: Harrison County Health Department, location Coal Room.

Call to Order: Anita Carr, President called the meeting to order at 4:30 pm.

Board Members Present:

Anita Carr, President
Adele Mason
Patricia Brown

Board Member Absent:

John Snodgrass
Dr. Dan Jones

Staff Members Present:

Garen Rhome, Administrator
Dr. Richard Clark, MD
Teresa Koniski, RN
Erika Battistel, RS
Bonnie Snider, Fiscal Officer

Meeting Minutes:

The minutes of March 27th, 2019 were approved upon a motion by Adele Mason with a second by Patricia Brown, all voted yes, motion carried.

Public Health Nursing Report:

The Nursing Division's report for March was submitted for Board review. (see attached report)

Discussion:

Adele asked Teresa if she was reporting for the month of March instead of February in the WIC section and the Maternal Child Health Grant sections.

Teresa stated yes and will edit the report to reflect the correct month and give back to Bonnie to attach to the agenda.

Teresa reported the WIC Grant for Fiscal Year 20 come out will only a budget cut by just about \$3,000.00 not the \$10,000.00 as originally thought.

Adele asked how the new employee Alizabeth Bieber, the new Breastfeeding Peer Helper/Clerk was working out.

Teresa replied she seems to really like it and is liking it much better than her former job.

Teresa reported working on the WIC grant stating there is twelve attachments due on May 20th.

Adele moved to accept March’s Nursing report, Patricia Brown seconded the motion, all voted yes, motion carried. Ayes: All Nays: None

Financial Report:

March balance sheet and Harrison County Auditor’s monthly financial report was presented to the Board of Health members for viewing as follows:

1. Revenue received ending March 31st, 2019 totaled \$27,833.01
2. March expenses paid out totaled: \$79,572.98
3. March 31st ending balance: \$501,463.86

Patricia Brown motioned to approve the balance sheet as presented, Adele Mason seconded the motion, all voted yes, motion carried. Ayes: All Nays: None

Purchase Orders were presented as follows:

<u>Code</u>	<u>Number</u>	<u>Description</u>	<u>Amount</u>
E000-E13	18-1064	State Fees	\$4,000.00
E000-E17	19-1065	Insurance/License	\$2,500.00
E000-E19	19-1066	Accreditation Fees	\$6,000.00
E000-E22	19-1067	Promotional Items	\$3,500.00
E000-E21	19-1068	Dues/Fees	\$800.00

Purchase orders presented was approved upon a motion by Adele Mason, seconded by Patricia Brown, all voted yes, motion carried. Ayes: All Nays: None

April’s voucher report was presented to board members for viewing and approval in the amount of \$31,648.80. Vouchers presented were approved upon a motion by Adele Mason, seconded by Patricia Brown, all voted yes, motion carried. Ayes: All Nays: None



Also reported to the board was and adjustment of \$34.75, vendor Water Transport removed from the March voucher report, which totaled \$17,061.89, new adjustment total being \$17,027.14 The adjustment of \$34.75 was added into the April voucher report.

Presented to the board was the 1st half March Settlement for General Property Tax showing a total distribution of \$511,207.11, deductions for Auditor and Treasurer’s fees in the amount of \$9,689.81 bringing the total received to \$501,517.30. Also received was the Subdivision money in the amount of \$10,500.00.

Discussion:

Anita asked how the Property Tax received this year compared to last year.

Bonnie replied she did not have that information on hand but will report at next month’s meeting.

Environmental Report

The environmental Division’s report for March 2019 was submitted for Board review. (see attached report)

Discussion:

Patricia Brown motioned to approve **Resolution No: 2019-077** a resolution tentatively awarding contract # 2018-008 to John Schultz contractor for proposals submitted and accepted for the repair and/or replacement of residential sewage treatment systems for Leonard Bethel 39170 Route 151 Scio, Ohio at 85 % funding, Adele Mason seconded the resolution, the roll called upon its adoption, the vote resulted as follows:

- Adele Mason yea
- Patricia Brown yea
- Anita Carr yea

Patricia Brown motioned to approve **Resolution No: 2019-078** a resolution tentatively awarding contract # 2018-009 to John Schultz contractor for proposals submitted and accepted for the repair and/or replacement of residential sewage treatment systems for property owner Sharon Jones at 83639 Sawko Road Cadiz, Ohio at 85 % funding, Adele Mason seconded the resolution, the roll called upon its adoption, the vote resulted as follows:

- Adele Mason yea
- Patricia Brown yea
- Anita Carr yea



Erika presented two Variance Applications for discussion as follows:

1. Applicant: Paul Matuski, Property Address: 48581 Hagmar Ridge Rd. Cadiz, Ohio asking for a variance for a temporary holding tank while building a home. He wants to finish the system and add leaching later when the home is complete before they move in.
2. Applicant: Pasko Perkovici, Property Address: 40869 Hanover Ridge Rd. Scio, Ohio asking for a variance for a holding tank for temporary use while putting in a well system.

Adele Mason motioned to grant both Variance's for six months as presented and discussed with an option to renew for another six months based on compliance with maintaining the holding tanks. Patricia Brown seconded the motion, all voted yes, motion carried. Ayes: All Nays: None

Adele Mason motioned to approve the Environmental portion of the Consent Agenda, seconded by Patricia Brown, all voted yes, motion carried.

Accreditation

The Accreditation Report for March 2019 was submitted for Board review. (see attached report)

Discussion:

Leann reported she has been meeting with staff and going over their sections of the domains.

Leann reported she has been working on Policy Procedures stating it will be another month if not longer before it is complete.

Leann stated the Community Health Assessment Survey is out and about.

Anita Carr questioned where is it out on?

Leann replied on Survey Monkey and paper copy

Anita asked where we can find the survey monkey link?

Garen replied at the top of Health Department's Facebook page.

Administration Report

The Administration Report for March 2019 was submitted for Board review. (see attached report)



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Public Health

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Discussion:

Garen stated he has no updates for discussion since the agenda has been sent out other than he will not be able to attend next months meeting due to attending the Spring Conference.

The Board of Health approved changing next months meeting from May 15th to May 22nd due to conflicting schedules

Teresa discussed purchasing shirts for outreach presentation costing \$7.00 to \$9.50/ea. depending on purchasing a T-shirt or a Baseball Shirt with I advocate to Vaccinate on the front of the shirt and have the Health Department’s logo on the sleeve, the Board of Health approved to purchase the shirts and the message.

Adele Mason motioned to accept the Administration section of the Consent Agenda, seconded by Patricia Brown, all voted yes, motion carried.

Adele Mason motioned to adjourn the meeting seconded by Patricia Brown, the meeting adjourned at 5:21 pm

Respectfully submitted,

Anita Carr, President

Dr. Scott Pendleton, DVM, Secretary/or
Garen Rhome, Administrator