

Menasha aldermen occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee may be attending this meeting. (No official action of any of those bodies will be taken).

**CITY OF MENASHA
BOARD OF HEALTH
Menasha Health Department
100 Main Street, Menasha
March 8, 2019 8:00 AM
Board of Health Meeting
AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. BOH Meeting Minutes January 11, 2019
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
 - 1. Administrative
 - a. Health Department Budget and Contracts
 - i. Contract Updates
 - a. Budget and Common Council Meeting Updates
 - b. Contract updates
 - c. Grant application updates
 - b. Proposed Ordinance – Backyard Chickens
 - c. Personnel
 - d. Community Health Assessment
 - i. Fox Cities Community Health Survey Report 2018 – Radio segment
<https://www.whby.com/2019/03/05/nancy-mckenney-kurt-eggebrecht-3519/>
 - ii. YRBS Reports
 - e. Academic Affiliation Updates
 - i. University of Wisconsin Green Bay
 - ii. University of Wisconsin Oshkosh
 - a. BSN students – Jodi Koplit, MSN, RN, Instructor
 - i. Project Adam presentation to the Common Council and School Board
 - ii. Spring semester update
 - b. DNP student- Katherine De Wane, RN Dates: September 2018-May 2020
(Dr. Kathy Elertson, Professor) Kristine Jacobsen, MPH, CHES, Preceptor
Project Goal: reduce the number of lead-poisoned children under age six years by reducing or eliminating sources of lead in children’s environments before they are exposed
 - iii. Fox Valley Technical College
 - iv. Rasmussen College
 - a. RN to BSN Student – Shelby Frank, RN Dates: January-March 2019
Kortney Dahm, BSN, RN Preceptor
 - v. Western Global University
 - a. RN to BSN Student – Suzanne Kern, RN Dates: Spring 2019
Meghan Pauly, BSN, RN Preceptor
 - 2. Employee Safety
 - 3. Sealer of Weights and Measures
 - 4. Environmental Health
 - 5. Public Health Department

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha Health Department at 967-3520 at least 24-hours in advance of the meeting for the City to arrange special accommodations."

Board of Health Members: Lori Asmus, Kristene Stacker, Nancy McKenney, Dr. Theresa Rudolf, Candyce Rusin,

- a. Communicable Disease Report
 - i. February 2019
 - ii. January-February 2019
 - b. School Health
 - i. Absences
- 6. Health Screening 60+
- 7. Prevention
- 8. School Health Aides
- 9. Dental Program (screening, fluoride varnish, Children and Youth with Special Healthcare Needs)
- 10. Communicable Disease
- 11. Response to Opioid Crisis
- 12. Lead Free by Delivery
- 13. Lead Prevention
- 14. Immunization
- 15. Maternal and Child Health
- 16. Dental Sealants
- 17. Emergency Preparedness
- 18. Twenty Four/Seven
- 19. Senior Center
- E. ACTION ITEMS
 - 1. Policy/Procedure Review, Discussion, Approval
 - a. Communicable Disease Guidelines
- F. ADJOURNMENT - Next Meeting: Friday, April 12, 2019 at 8:00 am
Menasha Health Department 100 Main Street, Suite 100 Menasha, WI

CITY OF MENASHA BOARD OF HEALTH

Minutes

February 15th, 2019

A. Meeting called to order at 8:03 AM by Nancy McKenney.

B. Roll Call: Present: Nancy McKenney, Lori Asmus, Kristene Stacker Excused: Teresa Rudolph, Candyce Rusin
Staff: Kortney Dahm, Mary Fritz, Linda Palmbach, Todd Drew, Claire Opsteen, Meghan Pauly
Guest: Steven Mui

C. Guest Presentation: Steven Mui, CAC, Acupuncturist, Aurora Health System described his educational background and licensure process with the State of Wisconsin. Under the Aurora Health System, he offered to provide a lunch and learn at the Senior Center and with consent, provide limited services. He discussed the risks and benefits of acupuncture including alternative pain control, relaxation, and stress reduction.

D. MINUTES TO APPROVE

Kristene Stacker moved to approve the January 11, 2019 minutes, seconded by Lori Asmus, motion passed

E. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

Administrative: Budgets and Contracts: Nancy McKenney updated the Board of Health on the status of 2019 contracts and Grant application updates.

Enhancing Public Health Preparedness – The Opioid Epidemic Grant Award Wisconsin Department of Health Services, Division of Public Health- Amount: \$20,000.00 (new award) Time period: November 1, 2018 - August 31, 2019 -This grant allows the City to enhance safety and prevention measures posed by the Opioid crisis.

Enhancing Local Public Health Agency Preparedness – Promoting Inclusive Risk Planning for the Whole Community Wisconsin Department of Health Services, Division of Public Health -Amount: \$3,600.00 (new award)
Time Period: July 1, 2018-June 30, 2019-Funds will be used to integrate special needs considerations into the *City of Menasha Excessive Heat Event Emergency Preparedness Plan*; disseminate *Be Prepared, Have a Plan: Emergency Preparedness Toolkit for Persons with Disabilities*; and to acquire, disseminate and review shelter kits with emergency managers at four designated shelter locations in the City of Menasha

Retail Program Standards Grant Award- United States Food and Drug Administration through Association of Food and Drug Officials- Amount: \$3,000.00 (new award) Time period: November 1, 2018 – October 31, 2019
The program provides funds for the completion of projects to enhance conformance with the Voluntary National Retail Food Regulatory Program Standards (Retail Program Standards).

Public Health Emergency Preparedness Training Award Wisconsin Department of Health Services, Division of Public Health - Amount: \$10,550 (\$6,300.00 higher than projected) Time Period: July 1, 2018-June 30, 2019 - Funds will be used for emergency preparedness and response training.

Correspondence: Nancy McKenney gave Board of Health an update on Fox Cities Community Health Survey 2018 report.

Academic Affiliation Update: Kristine Jacobson is working with Katherine De Wane, RN, UWO DNP student and Partnership Community Health Center on the Lead Free by Delivery grant.

Employee Safety: Todd Drew conducted normal Safety Committee Meetings. Scheduled employee hearing screening is set for March 28, 2019.

Sealer of Weights and Measures: Scale inspections are being completed. There is a press release on the impact of Weights & Measures programs. It will be posted to Web page for Weights & Measures week March 4-8 regarding financial impact of Weights & Measure programs for Wisconsin Consumers.

Environmental Health Programs: Todd Drew reported routine restaurant inspections are being done. Jimmy Johns opened early January 2019. Todd Drew reported numerous housing complaints were made. Brin Building Demolition mainly finished. A 120 foot well was discovered within the building. Todd Drew has arranged to have well abandoned as required by WDNR Administrative Code. Todd Drew is working with Code Group and Menasha Police Department on the process to raze a small commercial residential property where a fire had occurred in 2018. DNR Inspections, 4 inspections and 1 significant enforcement action. Todd Drew reported De Pere has a new Sanitarian – formally worked with Outagamie County. Todd Drew followed up on an elevated blood lead case – during the course of the assessment leaded mini blinds were found and a likely source for child's lead exposure (9000 ug/cubic cm). Code group will begin to work on Nuisance/ Human Health Hazard Ordinance Revisions.

Communicable Disease Reports: Linda Palmbach RN, Public Health Nurses reviewed the January 2019 Communicable Disease report. Menasha Health Department will be raising the cost of TB skin test to \$25.00 due to increase cost of Tubersol.

School Health: Increase in School Absences late January. February School Absences remain low.

Health Screening 60+ Program: Steven Mui acupuncturist, discussed his method of pain control with the Board of Health and Menasha Health Department Staff. Vascular Screening was held in February at Menasha Health Department.

Dental Program: Claire Opsteen reported she is in process of doing fluoride varnishes in the elementary schools.

Dental Sealant Program: Claire Opsteen reported Sealants started in January 2019.

Lead Prevention Program: Todd Drew reported he is working on 1 lead case.

Prevention: No Report

Maternal and Child Health: No Report.

Immunization: No Report

Emergency Preparedness: No Report

Twenty Four/Seven: No Report

Senior Center: No Report

F. ACTION ITEMS **Policy and Procedure Review:** No Report

G. HELD OVER BUSINESS: None

H. ADJOURNMENT: Lori Asmus moved to adjourn the meeting at 9:23, seconded by Kristene Stacker. Motion passed. The next meeting will be on Friday March 8th, 2019 at 8:00 a.m.

Cumulative Report

Date Type: Create

Date Range: 02/01/2019 to 02/28/2019

Incident Jurisdiction:

Health Jurisdiction: Health Jurisdiction

Outbreak Jurisdiction:

Transmission Status:

Resolution Status: Confirmed, Probable, Suspect

Process Status:

Prepared By: WEDSS (Preparer's Title)

Telephone: 9885297959

Fax: 9848999801

<u>Disease Name</u>	<u>Number of Incidents</u>
CHLAMYDIA TRACHOMATIS INFECTION	6
E-COLI, ENTEROPATHOGENIC (EPEC)	1
GONORRHEA	1
INFLUENZA-ASSOCIATED HOSPITALIZATION	1
MYCOBACTERIAL DISEASE (NON-TUBERCULOUS)	1
STREPTOCOCCUS PNEUMONIAE, INVASIVE DISEASE	1
SYPHILIS, SECONDARY	1
SYPHILIS, UNKNOWN DURATION OR LATE	1

Information contained on this form or report which would permit identification of any individual has been collected with a guarantee that it will be held in strict confidence, will be used only for surveillance purposes, and will not be disclosed or released without the consent of the individual in accordance with Section 308(d) of the Public Health Service Act (42 U.S.C. 242m).

Cumulative Report

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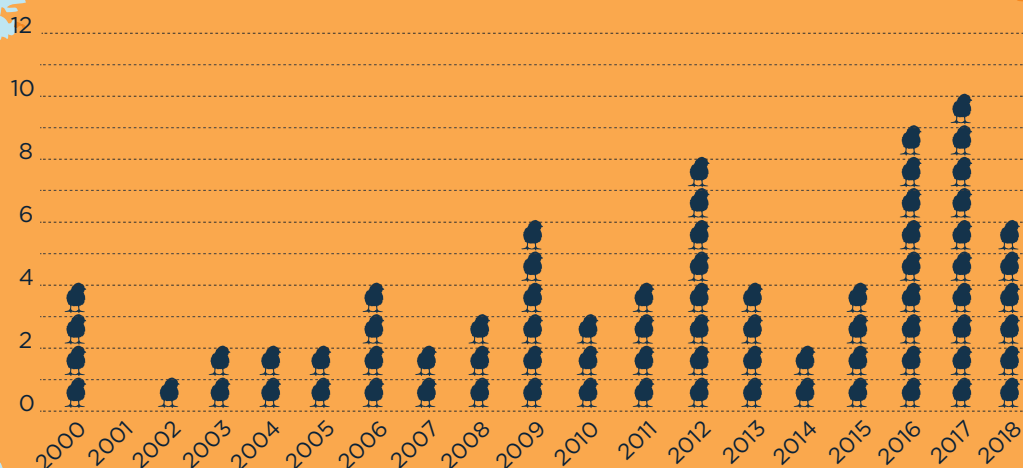
<u>Disease Name</u>	<u>Number of Incidents</u>
CHLAMYDIA TRACHOMATIS INFECTION	9
E-COLI, ENTEROPATHOGENIC (EPEC)	2
GIARDIASIS	1
GONORRHEA	2
HEPATITIS C, CHRONIC	1
INFLUENZA-ASSOCIATED HOSPITALIZATION	4
MYCOBACTERIAL DISEASE (NON-TUBERCULOUS)	1
PERTUSSIS (WHOOPING COUGH)	2
STREPTOCOCCUS PNEUMONIAE, INVASIVE DISEASE	1
SYPHILIS, PRIMARY	1
SYPHILIS, SECONDARY	1
SYPHILIS, UNKNOWN DURATION OR LATE	1

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Don't play chicken with your health

Since 2000,
76 *Salmonella*
outbreaks have been
linked to backyard poultry.

Number of *Salmonella* outbreaks per year



5128

illnesses

950

hospitalizations

7

deaths

WASH YOUR HANDS

after handling backyard poultry

www.cdc.gov/spanish/especialescdc/avesdecorral/index.html



U.S. Department of
Health and Human Services
Centers for Disease
Control and Prevention



ORDINANCE O-XX-18

AN ORDINANCE AMENDING TITLE 7, CHAPTER 1 OF THE CODE OF ORDINANCES
(Licensing of Dog, Cat, or Ferret and Regulation of Animals)

INTRODUCED BY _____.

The Common Council of the City of Menasha does hereby ordain as follows:

SECTION 1: Amend Title 7, Chapter 7, SEC 7-1-13 of the Code of Ordinances of the City of Menasha, Wisconsin as follows:

Title 7
Licensing and Regulation
Chapter 1
Licensing of Dog, Cat, or Ferret and Regulation of Animals

...

SEC 7-1-13 PROHIBITED AND PROTECTED ANIMALS, FOWL, REPTILES, AND INSECTS

...

(D) **KEEPING OF CHICKENS IN THE CITY.** In addition to all other regulations in this Chapter, the following shall apply to the keeping of chickens within the City.

(1) **Definitions.** The following terms, when used in this section, shall have the meanings set forth below:

- a. **Chicken**—a domestic chicken of the sub-species *Gallus gallus domesticus*.
- b. **Keep**—the owning, keeping, possessing, or harboring of a chicken.
- c. **Rooster**—a male chicken of any age, including a capon or otherwise neutered male chicken.
- d. **Coop**—a new or existing enclosed accessory structure designed or modified for the keeping of chickens and meeting the requirements of this section.
- e. **Chicken Run**—a fenced cage attached to a coop.
- f. **Hen**—a female chicken of any age.
- g. **Yard, Front**—A yard extending along the full width of the front lot line between the side lot lines and extending from the abutting street right-of-way to the depth required in the setback regulations for the zoning district in which such lot is located. Where irregular lot lines exist, the front yard shall be determined by the Department of Community Development.

(2) **Permit Required.**

- a. Any person who keeps chickens on land in the city which the person owns, occupies, or controls shall obtain a permit issued by the Finance Department. The permit is valid January 1st – December 31st and the fee shall be as established by resolution of the Common Council and shall be consistent with the fee established for a spayed or neutered dog or cat.
- b. All permit applications shall be accompanied by satisfactory evidence that the applicant has registered the proposed location with the Wisconsin Department of Agricultural Trade and Consumer Protection pursuant to Wis. Stats. §95.51 and ATCP 17 Wis. Admin. Code.

(3) **Keeping of Chickens Allowed.**

- a. Up to six (6) chickens are allowed with a permit.
- b. One permit per R-1 Single Family Residence District, R-1A Low Density Single Family Residential District and R-2 Two-Family Residence District zoned parcel is allowed.
- c. No person shall keep any rooster.
- d. Chickens shall be provided with fresh water at all times and adequate amounts of feed.
- e. All coops and chicken runs shall require a zoning review before being placed. Coops or runs placed by a person other than the recorded title owner shall provide written consent of the property owner with the zoning review application.
- f. Coops shall be constructed in a workmanlike manner, be moisture-resistant, and either raised up off the ground or placed on a hard surface.
- g. Coops with or without a chicken run shall be constructed and maintained to reasonably prevent the collection of standing water and shall be cleaned of hen droppings, uneaten feed, feathers, and other waste daily and as is necessary to ensure the coop and yard do not become a health, odor, or other nuisance. All feed containers shall be vermin-proof.
- h. Coops shall be large enough to provide at least four (4) square feet per chicken. Coops and chicken runs shall have an aggregate maximum of sixty four (64) square feet and the height of the coop shall not exceed seven (7) linear feet.
- i. No chicken coop shall be located closer than twenty (20) feet to any principal residential structure on an adjacent lot and must be three (3) feet from any accessory structure or detached garage on either the adjacent lot or the permit holder's lot. No chicken coop shall be located within any front yard setback. All coops and runs shall be located at least three (3) feet off of the side and back yard property line.

- j. No chicken coop shall be located in front yard of a home, whether outside the setback or not.
- k. In addition to compliance with the requirements of this section, no one shall keep chickens that cause any other nuisance associated with unhealthy condition or create a public health threat.
- l. All coops that house chickens must be adequately weather proofed and insulated to allow the comfortable living of chickens within the coop year round.
- m. The placement of a coop or run must abide by all applicable ordinances within Title 13 – Zoning of the City of Menasha Municipal Code.

(4) **Public Health Requirements.**

- a. Chickens shall be kept and handled in a sanitary manner to prevent the spread of communicable diseases among birds or to humans.
- b. Any person keeping chickens shall immediately report any unusual illness or death of chickens to the City of Menasha Health Department.
- c. The Health Officer may order testing, quarantine, isolation, vaccination, or humane euthanasia of ill chickens or chickens believed to be a carrier of a communicable disease. The owner of the chicken shall be responsible for all costs associated with the procedures ordered hereunder.
- d. No person may slaughter any chickens within the city.
- e. Sale of Eggs and Baby Chicks Prohibited. No person may offer to sell eggs or chicks accumulated from the activities permitted hereunder.
- f. The breeding of any chickens is strictly prohibited.

- (5) **Permit Revocation.** A permit is subject to revocation by the Health Officer upon failure to comply with any provisions of sub. (3) or (4). Such revocation is subject to appeal by the Board of Health. Once a permit is revoked, a permit shall not be reissued

SECTION 2: This amending Ordinance shall take effect upon passage and publication as provided by law.

Passed and approved this ____ day of _____, 2018.

Recommended by:

Motion/Second:

Vote:

Pass/Fail:

Requires: ____ Majority Vote

____ 2/3 Vote

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk

DRAFT