



# BOARD OF HEALTH MEETING

MEETING MINUTES

October 17, 2022

## Board Members Present

Martha Mooney      Shad Gallogly      David Zaghlool      Holly Trainer

## MCHD Personnel and Guests Present

Stephanie Bragg      Morgan Shirley      Stephanie Zmuda      Tim Hack  
 Larry Dore      Jonathan (*unable to read last name*)

### 1.0 CONVENTION

- 1.1. Martha Mooney, Board President, called the meeting to order at **6:07 p.m.**
- 1.2. A quorum of Board members **WAS** present (4 of 5)

### 2.0 STANDING AGENDA ITEMS

#### 2.1. MOTION TO APPROVE: September 19, 2022 Minutes

The motion to accept the September 19, 2022 Minutes was made by **Shad Gallogly** and seconded by **Holly Trainer**. All Ayes – Motion Carried.

Voting Record			
Martha Mooney		---	
Shad Gallogly	Y	Holly Trainer	Y
David Zaghlool	---	Megan Rockas	---

#### 2.2. MOTION TO APPROVE: October 17, 2022 Agenda

##### 2.2.1. Changes to agenda

- 5.2 – *Amweg Variance*

The motion to accept the October 17, 2022 Agenda was made by **Shad Gallogly** and seconded by **Holly Trainer**. All Ayes – Motion Carried.

Voting Record			
Martha Mooney		---	
Shad Gallogly	Y	Holly Trainer	Y
David Zaghlool	---	Megan Rockas	---

### 3.0 PUBLIC PARTICIPATION

- 3.1. As of October 13, 2022, **No One** had requested to address the Board at this meeting.

### 4.0 FINANCIALS

- 4.1. MOTION TO APPROVE: **Monthly Financials as Presented.**

The motion to Approve Monthly Financials was made by **Holly Trainer** and seconded by **Shad Gallogly**. All Ayes – Motion Carried.

Voting Record			
Martha Mooney		---	
Shad Gallogly	Y	Holly Trainer	---
David Zaghlool	---	Megan Rockas	Y

## 5.0 ACTION ITEMS

- 5.1. RESOLUTION# 2022-035-EH: Arndt Variance for Under Waterway Line.** Taylor and Bernard Arndt are requesting a variance from OAC 3701-29-06 (G)(3)(a) to allow for the passage of septic line through an existing swale. This property is located at 6961 Township Road 29, Mansfield, OH 44901. This is a new installation of a spray HSTS. Effluent will have gone through an aerator and UV pretreatment prior to going through the forced main to the spray heads of the system. The forced main pipe is the system element that would pass through the existing swale in order to reach the spray heads. This pipe will be sleeved where it passes through the swale. Their septic designer has determined that this is the best placement of the STS.

The resolution to approve the Arndt Variance for an Under Waterway Line was made by **Holly Trainer** and seconded by **Shad Gallogly**. All Ayes – Motion Carried.

Voting Record			
Martha Mooney		---	
Shad Gallogly	Y	Holly Trainer	Y
David Zaghlool	Y	Megan Rockas	---

- 5.2. RESOLUTION# 2022-037-EH: Amweg Variance for Under Driveway Line.** Willis and Lynnea Amweg are requesting a variance from OAC 3701-29-06 (G)(3)(a) to allow for the passage of septic line under their driveway. This property is located at 1430 County Road 26, Marengo, Ohio 43334. This is a new leach HSTS installation. This pipe will be sleeved where it passes under the driveway. Their septic designer has determined that this is the best placement of the STS.

The resolution to approve the Amweg Variance for Under Driveway Line was made by **Holly Trainer** and seconded by **Shad Gallogly**. All Ayes – Motion Carried.

Voting Record			
Martha Mooney		---	
Shad Gallogly	Y	Holly Trainer	Y
David Zaghlool	Y	Megan Rockas	---

- 5.3. RESOLUTION# 2022-036-ADM: 2023 Environmental Food Program Fee Schedule.** This resolution is to adopt the 2023 fees for the Environmental Health Food Program. This is the **FIRST** of the required three readings of the proposed fees. The public

hearing and the SECOND of the required three readings of the proposed fees will take place on November 21, 2022. The THIRD and FINAL reading will take place on December 19, 2022.

The resolution to approve the 2023 Environmental Health Food Program Fee Schedule was made by **Holly Trainer** and seconded by **Shad Gallogly**. All Ayes – Motion Carried.

Voting Record			
Martha Mooney		---	
Shad Gallogly	Y	Holly Trainer	Y
David Zaghlool	Y	Megan Rockas	---

- 5.4. MOTION TO APPROVE: Hiring a Licensed Practical Nurse.** This position would replace the Health Educator position previously established by the Public Health Work Force Grant and will be full-time at 38 hours per week. This position will be 100% funded by the PHWF grant.

The motion to approve Hiring a Licensed Practical Nurse was made by **Holly Trainer** and seconded by **David Zaghlool**. All Ayes – Motion Carried.

Voting Record			
Martha Mooney		---	
Shad Gallogly	Y	Holly Trainer	Y
David Zaghlool	Y	Megan Rockas	---

- 5.5. MOTION TO APPROVE: Half Day Closure to the Public on Monday, December 12, 2022.** MCHD would be open to the public from 7:15 am until 12:00 pm on December 12, 2022. The remainder of the day will be spent conducting staff development and training activities.

The motion to approve a Half Day Closure to the Public on December 12, 2022 was made by **Holly Trainer** and seconded by **David Zaghlool**. All Ayes – Motion Carried.

Voting Record			
Martha Mooney		---	
Shad Gallogly	Y	Holly Trainer	Y
David Zaghlool	Y	Megan Rockas	---

**6.0 INFORMATION ITEMS AND COMMENTS – REFER TO ATTACHMENTS**

**6.1. Environmental Health Division**

*Stephanie Zmuda*

**6.1.1.** STS Abandonment Report – see attached document

**6.1.2.** EH Program Report – see attached document

**6.2. Nursing and Community Health Division**

*Morgan Shirley*

**6.2.1.** Communicable Disease Report – see attached document

6.2.2. Nursing Program Report – see attached document

6.3. Health Commissioner

*Stephanie Bragg*

6.3.1. Agency Updates/Information

- Megan Bailey resigned a week earlier than she had originally requested
- “Fall” in Love with Morrow County Photo Contest
- Website update – set to Go Live on 10/17/2022
- ACAR update – report received; we will be on the PHAB committee agenda for their 11/4/2022 meeting
- HC performance evaluation – packet will be sent out this week by Karrie for completion.
- New expense tracking developed for the triad to use
- Levy – signs are available

7.0 MEETING ADJOURNMENT

The next regular Board of Health meeting will be held **Monday, November 21, 2022, at 6:00 pm**. This meeting will be held in person in the Community Services Building. If in-person meetings are inadvisable, the meeting will be held virtually via Zoom.

The motion to adjourn this meeting was made by **Holly Trainer** and seconded by **Shad Gallogly** All Ayes – Motion Carried.

Voting Record			
Martha Mooney			---
Shad Gallogly	Y	Holly Trainer	---
David Zaghlool	---	Megan Rockas	Y

**This meeting was adjourned at 7:23 p.m.**

\_\_\_\_\_  
*Martha Mooney, DVM*  
*Board of Health President*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Stephanie Bragg, RN, BSN, MHA*  
*Secretary to the Board*

\_\_\_\_\_  
*Date*