



BOARD OF HEALTH MEETING

MEETING MINUTES

February 27, 2023

Board Members Present

Martha Mooney Shad Gallogly Holly Trainer

MCHD Personnel and Guests Present

Stephanie Bragg Morgan Shirley Stephanie Zmuda Matt Baer Tim Raney
 Matt Crum Pat Nash Bruce Nash Mary Ann Trimmer

1.0 CONVENTION

- 1.1. Martha Mooney, Board President, called the meeting to order at **6:03 p.m.**
- 1.2. A quorum of Board members **WAS** present (3 of 5)

2.0 STANDING AGENDA ITEMS

2.1. MOTION TO APPROVE: January 23, 2023 Minutes

The motion to accept the January 23, 2023 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: February 27, 2023 Agenda

2.2.1. Changes to agenda

- *Added 5.2 – Building Nuisance at 2801 CR 169*
- *Added 5.3 – Building Nuisance at 7170 CR 37 Mansfield*
- *Added 5.4 – Agreement to administer the county wellness program*

The motion to accept the February 27, 2023 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. Bruce and Pat Nash, and MaryAnn Trimmer spoke on behalf of Lucas Nash, property owner of 2801 CR 169, Cardington, Ohio 43315.

4.0 FINANCIALS

4.1. MOTION TO: Increase Appropriations in Fund 8547: C&DD Processing Facilities.

Increases need made in the following line items for a total of \$1,750.00:

- Employee Wages – \$995.47
- OPERS – \$138.00
- Medicare – \$14.43
- HSA Contribution – \$5.55
- Workers Comp – \$14.93
- Mileage Reimbursement – \$58.00
- Shared/Indirect Cost – \$171.79
- Health District Reimbursement – \$324.33
- Communications – \$27.50

The motion to Increase Appropriations in Fund 8547: C&DD Processing Facilities 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 | --- | Megan Rockas | --- |

4.2. MOTION TO: Increase Appropriations in Fund 8556: Sewage Treatment Systems.

Increases need made in the following line items for a total of \$3,190.82:

- Communications/Advertising/Printing – \$500.00
- Supplies & Materials – \$490.82
- Computers/Equipment/Furniture – \$1,000.00
- Refunds – \$1,200.00

The motion to Increase Appropriations in Fund 8556: Sewage Treatment Systems 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 | --- | Megan Rockas | --- |

4.3. MOTION TO: Increase Appropriations in Fund 8568: Solid Waste. Increases need made in the following line items for a total of 10,156.83:

- Remit to Political Entity – \$10,156.83

The motion to Increase Appropriations in Fund 8568: Solid Waste 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 | --- |

4.4. MOTION TO: Create a Budget for Fund TBD: Lead Grant. A cash transfer from the General Fund in the amount of \$15,000.00 to be used to create a budget for the Lead Grant fund. The budget line items are as follows:

- Employee Wages – \$3,148.00
- OPERS – \$532.00
- Medicare – \$60.00
- Workers Comp – \$60.00
- Mileage Reimbursement – \$48.00
- Health District Reimbursement – \$652.00
- Communications/Advertising/Printing – \$10,000.00
- Supplies – \$500.00
- Transfer Out – \$15,000.00

The motion to Create a Budget for Fund TBD: Lead Grant 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 | --- |

4.5. MOTION TO: Change the Action Category in the Following Funds.

Change the action category from “Advance” to “Transfer” for the amounts in the following funds:

- Fund 8570 – COVID-19 Enhanced Operations - \$5,000.00
- Fund 8515 – Public Health Workforce - \$10,000.00
- Fund 8554 – COVID-19 Vaccination - \$10,000.00

The motion to Change the Action Category in Funds 8570, 8515, and 8554 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 | --- | Megan Rockas | --- |

4.6. 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 | Y |
| David Zaghlool | --- | Megan Rockas | --- |

5.0 ACTION ITEMS

- 5.1. RESOLUTION# 2023-001-EH: Miller Variance for Under Driveway Line.** Enos Miller is requesting a variance from OAC 3701-29-06 (G)(3)(a) to allow him to pass his septic line under his driveway. This property is located at 6236 State Route 19, Mount Gilead, Ohio 43338. This is a new STS installation. His septic designer has determined that this is the best placement for the STS.

The resolution to approve the Miller Variance for Under Driveway Line 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 | --- |

- 5.2. BOH Action Regarding: Building Nuisance 2801 CR 169 Cardington.** The structure located at 2801 CR 169 Cardington, Ohio 43315 in Lincoln Township has been inspected by MCHD, and has been determined to be a public health nuisance, unfit for human habitation.

The Nash family spoke on behalf of Lucas Nash regarding this property. Bruce Nash agreed to meet with MCHD EH staff to develop a plan of action to remedy the issues that are creating a nuisance at this property.

Holly Trainer made the motion to allow the Nash Family to develop a plan of action for nuisance clean up that is deemed satisfactory by MCHD EH staff. **Shad Gallogly** seconded the motion. All Ayes – Motion Carried.

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

- 5.3. BOH Action Regarding: Building Nuisance 7170 CR 37 Mansfield.** The structure located at 7170 CR 37, Mansfield, Ohio 44904 in Troy Township has been inspected by MCHD and has been determined to be a public health nuisance, unfit for human habitation.

Stephanie Zmuda, EH Director, presented an email received from the property owner prior to the BOH meeting. In the email, the property owner described improvements made to the building since the last inspection by MCHD.

Holly Trainer made the motion to table Board action on this property until the next BOH meeting scheduled for March 20, 2023. **Shad Gallogly** seconded the motion. All Ayes – Motion Carried.

The BOH is requiring that a written plan of action for this nuisance be developed, and progress on the action plan be made prior to the March 20, 2023 meeting. The BOH also requests that the property owner attend the next meeting to discuss this issue.

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

- 5.4. MOTION TO APPROVE: Agreement Between BOH and Morrow County Commissioners to Administer the County Wellness Program.** This is a renewal of the agreement for MCHD to administer the County Wellness Program on behalf of the County Commissioners. There have been no changes to this agreement from previous years.

The motion to approve the Agreement to Administer the County Wellness Program 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 | --- |

6.0 INFORMATION ITEMS AND COMMENTS – REFER TO ATTACHMENTS

6.1. Environmental Health Division *Stephanie Zmuda*

6.1.1. STS Abandonment Report – no new abandonments to report

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

- Workforce Grant – application due March, will run from 7/2023 – 11/2027, approximately \$90,000.00 each year
- CEUs
- Conflict of Interest forms
- DAC meeting – March 2
- Workforce restructure project – starting work on this with Karrie

7.0 MEETING ADJOURNMENT

The next regular Board of Health meeting will be held **Monday, March 20, 2023, at 6:00 pm.** This meeting will be held in person in the Community Services Building.

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 | Y |
| David Zaghlool | --- | Megan Rockas | --- |

This meeting was adjourned at 7:24 p.m.

 Martha Mooney, DVM
 Board of Health President

 Date

 Stephanie Bragg, RN, BSN, MHA
 Secretary to the Board

 Date