



Public Health
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MEIGS COUNTY HEALTH DEPARTMENT

112 E. Memorial Drive, Suite A
Pomeroy, Ohio 45769
(740) 992-6626
Fax (740) 992-0836

Board of Health Meeting Minutes
Jan. 10, 2023

Board of Health (BOH) President Roger Gaul called the convention to order at 5:04PM.

In attendance: Gaul; BOH Vice President (VP) Edna Weber; Administrator Courtney Midkiff; Director of Environmental Health Steve Swatzel; BOH Medical Member Wilma Mansfield; Health Commissioner Marc Barr. Guest was Chris Hutton. Absent were BOH Member Eric Rock and BOH Member Pam Patterson.

Attendees recited the Pledge of Allegiance and Barr offered prayer.

Environmental Health:

There was a review for approval of and an advertised public meeting about the permit to install and license application of Hutton Excavating, LLC's standalone construction and demolition debris (C&DD) facility. The facility is located at 32562 Happy Hollow Rd. Swatzel also accepted written and verbal comments prior to this meeting of which none were received. Swatzel disseminated a fact sheet from OEPA about standalone C&DD Processing Facilities as well as OAC 3745-400-54: *Criteria and procedures for processing facility permits to install* (which was approved in April 2022). He explained that the Meigs Co. Health Dept. (MCHD) is an approved solid waste district on behalf of OEPA. The MCHD currently licenses the Meigs Transfer Facility. Hutton stated that his motivation for establishing the facility and to ultimately make it available for public use is to keep demolition materials out of landfills. His company has been processing materials for some time before the State enacted its criteria and procedures. Hutton with assistance from an engineering firm submitted required documents to the MCHD in Oct. 2022 and has paid associated fees to date. He has worked with the Rutland Volunteer Fire Department on an emergency response plan and has safety measures in place. Hutton shared the history of the facility as well as maps outlining the operation. OEPA reviewed Hutton's application materials in conjunction with Swatzel. The MCHD is awaiting financial assurances and Hutton is working on fulfilling C2 and C3 of the aforementioned OAC. OEPA has determined that surface water and air pollution standards are acceptable for permitting purposes. Swatzel noted that the facility will be exempt from a citing requirement since it has been operating before 2017. Swatzel asked to table BOH approval and licensure until the 2/14/23 meeting to allow all criteria for issuance to be obtained/completed.

After all parties in attendance concurred that this operation would have positive impacts on Meigs County, Hutton exited the meeting at 5:40PM.

Approval of Meeting Minutes:

Midkiff beseeched a motion to approve the 12/13/22 BOH Meeting Minutes as emailed. Mansfield made a motion to approve the document as emailed for Member review prior to the meeting; Gaul seconded the motion. All were in favor of the motion.

New Business:

Midkiff requested a motion to approve the Dec. 2022 fiscal report as presented; payment of Dec. 2022 bills as presented via the expenditure spreadsheet; the Dec. 2022 daily deposit records as submitted to the County Auditor/Treasurer; the Dec. 2022 billing remuneration report; the revised 2023 BOH budget; a revised original appropriation from \$0 to \$500 into S000S21 Audit Costs and a revised appropriation for Vaccine Needs Assessment T078 in the amount of \$2,089.16. There were no donations in Dec. 2022. Gaul made a motion to approve the aforementioned fiscal items as presented; Mansfield seconded the motion. Motion carried unanimously.

Midkiff solicited a motion to approve the resignation of Sherry Hayman, RN for retirement purposes effective 4PM on May 31, 2023. Midkiff read Hayman's resignation letter to attendees. Gaul made a motion to approve Hayman's resignation for retirement purposes; Weber seconded the motion. All were in favor of the motion.

Midkiff asked for a motion to approve the revised MCHD Branding Policy. Mansfield made a motion to approve the revised policy as presented; Gaul seconded the motion. Motion carried unanimously.

Environmental Health continued:

There were no new nuisance complaints resulting in investigations in Dec. The animal bite report was emailed to Members for review prior to the meeting. The animal bites involved a dog and a squirrel.

Midkiff sought a motion to approve retroactively the 2023 Gallia, Jackson, Vinton Meigs Solid Waste District Agreement effective 1/1/23-12/31/23 in the amount of \$14,000. The document was emailed to Members prior to the meeting for review. Gaul made a motion to approve retroactively the agreement as emailed; Weber seconded the motion. All were in favor of the motion.

Swatzel discussed the Ohio Department of Agriculture's (ODA) Division of Food Safety response to the MCHD's submitted action plan. The plan was rejected for further revision to explain how staff is trained on a regular basis. ODH wants inspection reports reviewed by Swatzel on a weekly or monthly basis. Currently, reviews are conducted annually by Swatzel because of time constraints and existing workload. Swatzel will further revise the action plan for resubmission.

Swatzel noted that OEPA conducted a survey of the MCHD's Solid Waste Program on 12/6/22. Per Swatzel, the overall results were good.

Swatzel advised that Meigs County Commissioners received notice from the USEPA stating that the leachate treatment system for the old county landfill on Howell Hill Road is out of compliance and not meeting permit standards for ammonia. There is a potential for fines, if the problem is not resolved. According to Swatzel, use of an aeration system would likely resolve the issue. However, there is no electricity access to facilitate use of such a system.

Other New Business:

Midkiff announced that the annual District Advisory Council (DAC) Meeting will take place on 3/23/23 beginning at 6PM in the Rutland Bottle Gas Building situated on the Meigs Co. Fairgrounds. BOH Member Eric Rock's term expires in March 2023. Midkiff relayed that Rock is interested in another five-year term, if appointed by the DAC.

There was significant discussion about the need to advance funds from the General Fund to the MCHD's six ODH reimbursable grants. County Auditor Mary Byer-Hill recently informed Midkiff that she no longer will allow the funds to operate in "the red" stating the practice causes audit issues on her end. In order to meet an upcoming payroll and to pay outstanding invoices, Midkiff said that an additional appropriation of \$20,000 needs made into S000S31 (advances). Originally, only \$90,000 was appropriated and the necessary immediate advances (based on grant needs) equals \$107,000. Midkiff explained that the General Fund would be reimbursed at the end of the grants' fiscal years after final payment is received from the grantor. Gaul made a motion to increase the original appropriation in S000S31 by \$20,000 to \$110,000. Mansfield seconded the motion. Motion carried unanimously. Weber made a motion to approve the following advances from S000S31 to T064T01 (FY 23 PHEP) = \$15,000; T065T01 (FY 23 MCHP) = \$16,000; T066T01 (FY 23 WIC) = \$21,000; T067T01 (FY 23 CHC) = \$23,000; T085T01 (PHWF) = \$22,000; T097T01 (CN22) = \$10,000. Mansfield seconded the motion. All were in favor of the motion.

Midkiff reported that One Digital already reached out to her concerning the MCHD's May 1st renewal with Anthem for employee medical coverage. The requested information was provided.

Old Business:

Barr provided an Infectious Disease status update. Meigs County currently is ranked as green (or low) on the dashboard for positive COVID cases. Local hospitalizations for influenza were estimated to be at six during the last two weeks of Dec. 2022 and involved adults aged 46-80 years.

Midkiff provided a brief update on the building and additional request for space. Meigs Co. Commissioner Jimmy Will has stated he is in favor of the MCHD's request for additional space on the first floor of the Meigs Multipurpose Health Center, but the other two County Commissioners have not committed to approving the request. Midkiff also noted that she attempted to obtain quotes for snow removal services from five contractors. Only one provided a quote and it was not fiscally feasible for the MCHD. Commissioner Will offered to reinforce the need for timely snow removal and surface treatment to County Maintenance personnel. In addition, Midkiff contacted Home and Business Helpers for a quote for custodial services because contract custodian Herman Lewis has shared his intent to terminate his contract at the end of March 2023. Other items for concern include the continuously leaking roof and the need for installation of vents and a down spout on the carport.

The Auditor of State (AOS) has completed the MCHD's 2020-2021 State Audit. The report is available for public review on the AOS website. A finding for recovery of funds against former MCHD Fiscal Officer Jessica Snoke was the topic of a recent news story by WTAP. County Prosecutor James Stanley has offered to issue a letter to Snoke (who already has received two certified letters from the AOS) about repayment of \$4,333 to the MCHD's General Fund for mismanagement of the agency's credit card. Meanwhile, the audit report was submitted to ODH as required.

Athens City-County Health Dept. (ACCHD) has employed an Epidemiologist, Nathan Christian, to serve eight counties including Meigs. It is a requirement of the PHEP grant that local health departments (LHD) be served by an Epidemiologist. A contract will be forthcoming. Christian will be on site at each of the LHDs he serves one day per month and available as needed.

Miscellaneous Business:

The AOS questioned why federal taxes were not being withheld from BOH Member monthly compensation. Because of the minute amount, the AOS removed this from the MCHD's Management Letter. After discussions with the Association of Ohio Health Commissioners (AOHC) and the County Auditor, it was established that BOH Members are responsible for paying federal taxes and these will not be deducted by the County Auditor. Each BOH Member was emailed AOHC's response including a PowerPoint presentation compiled by legal representation and a copy placed in each Member's orientation packet. Members were encouraged to make sure their personal tax preparers were accounting for their monthly reimbursement from the MCHD.

Upcoming events/closures include the Jan. 11th Staff Meeting at 8:15AM; Martin Luther King, Jr. Holiday on Jan. 16; Get Healthy Meigs Meeting on Jan. 19th at 10:30AM at MCJFS.

Adjournment:

The next BOH Meeting will take place on 2/14/23 at 5:00 PM in the conference room of the MCHD.

With no further business to discuss, the meeting adjourned at 6:31 PM with a motion by Gaul.

Marc Barr, MS
Health Commissioner

(Administrator Courtney C. Midkiff, BSC transcribed the 1/10/23 meeting minutes.)

