

April 28, 2009  
Montpelier, Ohio

The regular meeting of the Williams County Board of Health was held April 28, 2009 at the Montpelier office of the Health Department.

Members present were: Mrs. Bernath, Mrs. Boynton, Mrs. Brigle, Mrs. Cummins, Mrs. Custar, Mr. Miller, Mr. Mohre, Mr. Saneda, Dr. Seaman and Mr. Thorp

Staff present were: James Watkins, Becki Snyder, Sandra Good, Dr. Vasi and Teena Armstrong.

The minutes from the March 17, 2009 meeting were presented for approval. A typographical error was pointed out and corrected. Mr. Saneda made a motion to approve the minutes as corrected. Mrs. Custar seconded the motion. Motion passed. (See attached)

Mrs. Good presented a variance request from John Baer, Jr. 206 Farmer St. Bryan, OH (Williams Center) requesting to disconnect the existing home from the existing wastewater treatment system and connect a mobile home to the existing wastewater treatment system while the owner is rebuilding the home due to a fire. Mrs. Good's recommendation is that the variance be granted as long as the home is unoccupied until the mobile home is removed from the property and the variance will be valid for a period of 1 year. Mr. Saneda made a motion to accept the variance to be for 1 year and Mr. Miller seconded the motion. Motion passed. (See attached)

Mrs. Good presented a variance request from Cory Notman 301 S. Pleasant St. Kunkle, OH requesting to disconnect the existing home from the existing wastewater system and connect a mobile home to the existing wastewater treatment system while the owner is renovating the home. Mrs. Good's recommendation is that the variance be granted as long as the home is unoccupied until the mobile home is removed from the property and the variance is valid for a period of 2 years. Mr. Thorp made a motion to accept the variance to be valid for a period of 2 years. Mr. Saneda seconded the motion. Motion passed. (See attached)

Mrs. Good presented a variance request from the Williams County Airport Authority (c/o Watson Well Drilling) 16280 CR D Bryan, OH requesting a variance from the requirement stating a new well or alteration of an existing well be located 5 feet from driveways. The existing well was an existing below ground well that was brought up to meet current code requirements as much as possible. The airport has parking within 24 inches of the well casing on two sides. Watson's has installed barricades to protect the well from vehicular damage. Mrs. Good's recommendation is that the variance be granted since it does not pose a public health threat and the barricade protection is already in place. Mr. Miller made a motion to accept the variance with the barricades in place and Mr. Thorp seconded the motion. Motion passed. (See attached)

The fiscal transactions, proposed bills and paid bills were reviewed for approval. Mr. Miller made a motion to approve the fiscal transactions, proposed bills and paid bills as presented. Mrs. Brigle seconded the motion. Motion passed. (See attached)

The board reviewed the financial status reports with no comments made. (See attached)

Mrs. Good presented the monthly environmental and litter and recycling reports to the board. Only a few food establishments were inspected due to school inspections. The Solid Waste program had a display at the Business and Industry Show to promote "Green Living" through

reducing, reusing, recycling and buying recycled products. Mr. Shoup plans to provide a display at the Great Outdoors Day event on May 2. The program manager has several activities planned for Earth Day including ads in local newspapers and radio stations, appliance recycling on April 24 and 25 at Northwest Recycling, countywide litter cleanup during the week of April 19 through 25 with the theme "Plant Pride-Not Litter" and educational presentations to senior citizen groups and schools. A "Shred It Day" is being planned for this summer.

Mrs. Good presented the FSO/RFE Critical and Non-Critical Violation Flow Chart as a refresher on the typical routine inspections.

Mrs. Snyder presented the monthly nursing report to the board.

Mrs. Snyder updated the board on the Swine flu. As of April 28, there was 1 confirmed case in Ohio. Our website is updated regularly at [www.williamscountyhealth.org](http://www.williamscountyhealth.org). The staff is fielding calls and transferring them to the proper employee who is specialized in those fields. Staff is listening to conference calls from Ohio Department of Health to stay updated in what is going on. A hotline was set up at state to take general calls on the Swine flu from 8am to 5 pm in English and Spanish. The number is 1-866-800-1404.

Mrs. Snyder informed the board of upcoming events. Health Awareness will be at the Wesley United Methodist Church on Friday, May 15 from 6am to 10am for lab draws only. Girls Night Out will be on Wednesday, May 13 from 6pm to 8pm. This program is for girls 10 years old and older. The program will educate girls on a variety of topics such as how to improve physical and mental health and to prevent disease.

Mr. Watkins had no personnel changes for the board to take action on.

The board held election of officers. A suggestion was made to continue with a rotation from vice president to president and the next board member that is appointed to the board as vice president. It was made clear if a board member is uncomfortable to be in leadership, it would not be held against them. Mrs. Custar made a motion to elect Dr. Seaman as president and Mr. Saneda as vice president. Mrs. Bernath seconded the motion. Motion passed.

The board reviewed the member's addresses and phone numbers for changes and corrections. The list will be updated to show the changes.

The board reviewed the committees they are currently on and added Mrs. Cummins to the Financial Committee. No other changes were made.

Mr. Watkins informed the board that the budget hearing was held March 26 at 2:00 in the Law Library of the courthouse with Mrs. Boynton, Mrs. Link and Mr. Watkins in attendance representing the Health Department. The budget commission complimented the department on all the positive changes that have been made. It was a very uplifting meeting.

Mr. Watkins informed the board that the State Auditor completed the site portion of the audit on April 15, 2009. The post audit was held April 28 with Mrs. Boynton in attendance.

Mr. Watkins asked the board to accept policy changes for sick time and mileage. The mileage policy should read "as set by board of health" instead of "as set by the current I.R.S." The sick policy should read 4.025 hours of paid sick leave not 4.04 hours. Mr. Miller made a motion to accept the policy changes as stated and Mrs. Cummins seconded the motion. Motion passed.

Mr. Watkins asked the board for approval to dispose of equipment. The equipment being disposed of is an 8 drawer black filing cabinet and a Swintec 600 typewriter. Mrs. Brigle made a motion to accept the disposal of equipment and Mr. Thorp seconded the motion. Motion passed.

Mr. Watkins asked the board for approval of a contract with Williams County Board of MR/DD to provide nursing services. Mrs. Custar made a motion to approve the contract with Mr. Miller seconding the motion. Motion passed. (See attached)

Mr. Watkins asked the board for approval of a contract with Ken Lehman to transport recycling trailers to appropriate drop off sites. The contract remains in effect from 3/27/2009 through 4/14/2009. Mr. Saneda made a motion to approve the contract with Dr. Seaman seconding the motion. Motion passed. (See attached)

Mrs. Snyder asked the board to include TEG class in the nursing fee schedule. The class is to educate students who where "caught" smoking the importance of not smoking. Mr. Thorp made a motion to accept the addition on the nursing fee schedule as presented. Dr. Seaman seconded the motion. Motion passed. (See attached)

Mr. Watkins asked for approval of a Memorandum of Understanding (MOU) between the Health Districts of Fulton and Williams County. Fulton County is sub grantee for The Ohio State University Research Foundation program titled: Pandemic Influenza Initiative B. Fulton County will be the fiscal agent for the Northwest Homeland Security Region six-county partners. The agreement shall be in effect from November 1, 2008 through August 9, 2009. Mr. Thorp made a motion to accept the agreement between Fulton and Williams County. Mrs. Bernath seconded the motion. Motion passed. (See attached)

Mr. Thorp made a motion to enter into executive session for personnel reasons. Dr. Seaman seconded the motion. Motion passed.

With no action being taken, Mr. Thorp made a motion to return to regular session. Mr. Miller seconded the motion. Motion passed.

With no further business, Mrs. Boynton adjourned the meeting.

The next meeting will be May 26, 2009 at the Montpelier Office.

DATE: \_\_\_\_\_ BY: \_\_\_\_\_  
Board President

DATE: \_\_\_\_\_ BY: \_\_\_\_\_  
Health Commissioner