

Minutes From the Regular Meeting of the
Marion Public Health Board
Thursday, May 16, 2013 5:00pm
Conference Room of Marion Public Health

Meeting Minutes:

Date and Time of Meeting: May 16, 2013 - 5:00pm

Type of Meeting: Regular Meeting of the Marion Public Health Board

Members Present: Scott Ballenger; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel

Members Absent: Carol Columber and Rob Lill were excused

Others Present: Sandy Bridenstine; Traci Kinsler; Butch Winslow

Meeting Called to Order:

Angie Yazel called the meeting to order at 5:00pm.

Adoption of the Agenda:

Motion: To adopt the agenda.

Motion Made By: Scott Ballenger

Motion 2nd By: Dr. Patel

For: Scott Ballenger; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel

Against: None

Motion Carried

Minutes:

Motion: To accept the written minutes from April 18, 2013

Motion Made By: Butch Smith

Motion 2nd By: Dr. Patel

For: Scott Ballenger; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel

Against: None

Motion Carried

Open Forum:

None

New Business:

Variance Request(s): Roger Dietrich was present to provide information regarding the variance request from Don Goings at 2773 Columbus Sandusky Rd. S.

Motion: RESOLUTION NO: 2013-035: BE IT RESOLVED that the District Board of Health does hereby approve the Variance of Rule OAC 3701-29-20(C) as a performance based approval with conditions for the septic system at 2773 Columbus Sandusky Rd S. The conditions being that the leach lines have proportional distribution of flow and if the system fails, the installer and homeowner must replace the system at their expense.

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Motion Made By: Dr. Patel

Motion 2nd By: Butch Smith

For: Scott Ballenger; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel

Against:

Motion Carried

Prosecution Requests: 5518 Marseilles Galion Rd. E. and 531 Euclid Ave. and 480 S. Broadway St.; New Bloomington

Motion: RESOLUTION NO: 2013-036: BE IT RESOLVED that the District Board of Health does hereby declare 5518 Marseilles Galion Rd. E. a nuisance and gives orders to abate solid waste from the property within 10 days .

Motion Made By: Brenda Wagner

Motion 2nd By: Scott Ballenger

For: Scott Ballenger; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel

Against:

Motion Carried

Motion: RESOLUTION NO: 2013-037: BE IT RESOLVED that the District Board of Health pursuant with ORC 3707.01 does hereby declare the property at 531 Euclid Ave. a nuisance due to accumulation of wood, dry wall, plywood, siding, and other debris and an abandoned septic system and does hereby order the property owner, Mr. Eugene Stanfield to properly dispose of the above mentioned debris and properly abandon the septic tank within 10 days.

Motion Made By: Brenda Wagner

Motion 2nd By: Butch Smith

For: Scott Ballenger; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel

Against: None

Motion Carried

Motion: RESOLUTION NO: 2013-038: BE IT RESOLVED that the District Board of Health pursuant with ORC 3707.01 does hereby declare the property at 480 S. Broadway St.; New Bloomington a nuisance due to accumulation of wood, dry wall, plywood, siding, and other debris and does hereby order the property owner, Mel Shifflet to properly dispose of the above mentioned debris within 10 days.

Motion Made By: Scott Ballenger

Motion 2nd By: Dr. Patel

For: Scott Ballenger; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel

Against: None

Motion Carried

Old Business:

Sandy Bridenstine provided an update on current prosecution cases.

Environmental Report

The board reviewed the report submitted by Sandy Bridenstine.

Motion: BE IT RESOLVED that the District Board of Health does hereby approve Executive Session to consider appointment, employment, discipline of a public employee.

Motion Made By: Scott Ballenger

Motion 2nd By: Dr. Patel

Roll Call For: Scott Ballenger; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel

Roll Call Against: None

Abstain: None

Motion Carried

Motion: BE IT RESOLVED that the District Board of Health does hereby approve to come out of Executive Session.

Motion Made By: Scott Ballenger

Motion 2nd By: Butch Smith

Roll Call For: Scott Ballenger; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel

Roll Call Against: None

Abstain: None

Motion Carried

Financial Report/Administrative Report:

The Board reviewed the financial reports and the financial transactions listed in Traci's report.

All expenditures and revenues have been reconciled with the County Auditors Reports for the month of April.

Traci presented the following for board consideration:

FINANCIAL MATTERS:

Requesting approval for the following financial transactions:

- ✓ **advance from 9013 District Board of Health Fund to 9202 WIC Fund in order to meet expenses.**

<u>Advance From:</u>	<u>Advance To:</u>	<u>Amount:</u>
90133323 Advance Out	92023323 Advance In	\$50,000.00

- ✓ **budget adjustment(s) in the following fund 9015 Water System Fund:**

<u>FROM:</u>	<u>TO:</u>	<u>AMOUNT:</u>
90153313 Equipment	90153318 Other Expenses	\$300.00

- ✓ **appropriation of the certified unappropriated carryover funds listed below and appropriated as follows:**

<u>TO:</u>	<u>AMOUNT:</u>
92273314 Improvements	\$10,577.53

- ✓ **budget adjustment(s) in the following fund 9227 Public Health Facilities Fund:**

<u>FROM:</u>	<u>TO:</u>	<u>AMOUNT:</u>
92273310 Maintenance	92273314 Improvements	\$5,000.00

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- ✓ budget adjustment(s) in the following fund 9213 Crating Healthy Communities Grant Fund:

<u>FROM:</u>	<u>TO:</u>	<u>AMOUNT:</u>
92133308 Insurance	92133311 Supplies	\$5,000.00

- ✓ transfer from the 90133326 District Board of Health Fund to the 9078 CFHS Fund to reimburse for utility charges not included in current grant budget.

<u>Transfer From:</u>	<u>Transfer To:</u>	<u>Amount:</u>
90133326 Transfers Out	90783326 Transfers In	\$3.43

- ✓ advance from 9213 Creating Healthy Communities Grant Fund to the 9013 District Board of Health Fund to pay back previous advance (dated July 30, 2012 #2012-0408).

<u>Advance From:</u>	<u>Advance To:</u>	<u>Amount:</u>
92133323 Advance Out	90133323 Advance In	\$10,000.00

- ✓ budget adjustment(s) in the following fund 9013 District Board of Health Fund:

<u>FROM:</u>	<u>TO:</u>	<u>AMOUNT:</u>
90133315 Contract Services	90133318 Other Expenses	\$1,000.00

- ✓ budget adjustment(s) in the following fund 9241 IAP Grant Fund:

<u>FROM:</u>	<u>TO:</u>	<u>AMOUNT:</u>
92413302 Salaries	92413308 Insurance	\$ 500.00
92413311 Supplies	92413308 Insurance	\$ 150.00
92413315 Contract Services	92413308 Insurance	\$ 500.00
92413318 Other	92413308 Insurance	\$ 100.00

- ✓ budget adjustment(s) in the following fund 9213 CHC Grant Fund:

<u>FROM:</u>	<u>TO:</u>	<u>AMOUNT:</u>
92133302 Salaries	92133316 Travel	\$ 800.00

- ✓ budget adjustment(s) in the following fund 9227 Public Health Facility Fund:

<u>FROM:</u>	<u>TO:</u>	<u>AMOUNT:</u>
92273320 Rent	9227332 Principal	\$23,301.00

Motion: RESOLUTION NO: 2013-039: BE IT RESOLVED that the District Board of Health does hereby approve payment of the bills and the financial transaction as presented.

Motion Made By: Dr. Patel

Motion 2nd By: Butch Smith

Roll Call For: Scott Ballenger; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel

Roll Call Against: None

Motion Carried

PERSONNEL MATTERS:

Out of District Travel & Meeting Requests:

Environmental: None

Nursing: None

WIC: None

Public Health Infrastructure and Medical Reserve Corps: None

Health Commissioner: None
Administration/Fiscal: None

OTHER MATTERS:

Accept resignation from Dr. Winegarner effective 4:30 pm Thursday, May 16, 2013.

Motion: RESOLUTION NO: 2013-040: BE IT RESOLVED that the District Board of Health does hereby accept the resignation from Dr. Frederick Winegarner as Health Commissioner effective 4:30 pm Thursday, May 16, 2013.

Motion Made By: Scott Ballenger

Motion 2nd By: Butch Smith

Call For: Scott Ballenger; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel

Against: None

Motion Carried

Approve contract for Medical Director services.

Motion: RESOLUTION NO: 2013-041: BE IT RESOLVED that the District Board of Health does hereby approve the contract with Leonard J. Janchar, MD for Medical Director Services of the Marion County General Health District/Marion Public Health effective 4:30 pm Thursday, May 16, 2013.

Motion Made By: Brenda Wagner

Motion 2nd By: Scott Ballenger

Roll Call For: Scott Ballenger; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel

Roll Call Against: None

Motion Carried

Grant hiring authority to Search Committee

Motion: RESOLUTION NO: 2013-042: BE IT RESOLVED that the District Board of Health does hereby grant authority to the Health Commissioner Position Search Committee to offer the full time Health Commissioner position to the best qualified candidate after an extensive interview process and thorough background/reference check at a wage range of \$60,000.00 to \$78,000.00 maximum. Full board vote will take place at the next board meeting immediately following the selection process.

Motion Made By: Brenda Wagner

Motion 2nd By: Butch Smith

Roll Call For: Scott Ballenger; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel

Roll Call Against: None

Motion Carried

Appoint Traci Kinsler, JD as Acting Health Commissioner for 90 days.

Motion: RESOLUTION NO: 2013-043: BE IT RESOLVED that the District Board of Health does hereby approve the appointment of Traci Kinsler, JD as Acting Health Commissioner for a

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period not to exceed 90 days or until such a time that a new Health Commissioner is hired and to be effective Friday, May 17, 2013.

Motion Made By: Scott Ballenger

Motion 2nd By: Dr. Patel

Roll Call For: Scott Ballenger; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel

Roll Call Against: None

Motion Carried

Approve hiring Jerry Marquis as the full time Code Enforcement Officer at \$14.45 per hour effective April 29, 2013.

Motion: RESOLUTION NO: 2013-044: BE IT RESOLVED that the District Board of Health does hereby approve hiring Jerry Marquis as the full time Code Enforcement Officer at \$14.45 per hour effective April 29, 2013.

Motion Made By: Scott Ballenger

Motion 2nd By: Butch Smith

Roll Call For: Scott Ballenger; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel

Roll Call Against: None

Motion Carried

Requesting approval for translation services contract with Silvia Howard.

Motion: RESOLUTION NO: 2013-045: BE IT RESOLVED that the District Board of Health does hereby approve the translation services contract with Silvia Howard as presented.

Motion Made By: Brenda Wagner

Motion 2nd By: Dr. Patel

Roll Call For: Scott Ballenger; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel

Roll Call Against: None

Motion Carried

Discuss status of the EMA agreement.

Motion: RESOLUTION NO: 2013-046: BE IT RESOLVED that the District Board of Health does hereby approve the Marion County Emergency Management Agency agreement.

Motion Made By: Brenda Wagner

Motion 2nd By: Butch Smith

Call For: Scott Ballenger; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel

Call Against: None

Motion Carried

Discuss replacing 7 toilets and paving of the parking lot.

Motion: RESOLUTION NO: 2013-047: BE IT RESOLVED that the District Board of Health does hereby approve replacing 7 toilets in the employee restrooms at a cost of approximately \$2,000.00 through Dave Roush Heating & Plumbing.

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Motion Made By: Scott Ballenger

Motion 2nd By: Brenda Wagner

Roll Call For: Scott Ballenger; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel

Roll Call Against: None

Motion Carried

Motion: RESOLUTION NO: 2013-048: BE IT RESOLVED that the District Board of Health does hereby approve contracting with Jones Blacktop and Excavating to pave the Marion Public Health parking lot at a cost of \$15,700.00

Motion Made By: Brenda Wagner

Motion 2nd By: Dr. Patel

Roll Call For: Scott Ballenger; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel

Roll Call Against: None

Motion Carried

Motion: RESOLUTION NO: 2013-049: BE IT RESOLVED that the District Board of Health does hereby approve contracting with Owens Electric to replace all inefficient lighting fixtures.

Motion Made By: Brenda Wagner

Motion 2nd By: Dr. Patel

Roll Call For: Scott Ballenger; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel

Roll Call Against: None

Motion Carried

The League of Women Voters requested Traci provide an update to the status of the health department post merger. They were given a tour of the building with a presentation and Q&A session.

Marion Public Health passed the 2012 State Audit with just one notation of a payment made to First Citizens that did not indicate if it was a principal or interest payment.

Traci discussed 2013 County Health Rankings.

Public Health Nursing Report:

The Board reviewed the nursing report submitted by Gwen Janeczek.

WIC:

The Board reviewed the report provided by Jane Manley.

Health Commissioner's Report:

None

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Adjournment:

With no additional business to come before the Board:

Motion to adjourn.

Motion Made By: Scott Ballenger

Motion 2nd By: Butch Smith

All In Favor

Motion Carried

Minutes respectfully prepared by Lisa Cook, Executive Administrative Assistant,
and submitted by Traci Kinsler, Administrator

NEXT MEETING OF THE MARION PUBLIC HEALTH BOARD:

Regular Meeting: June 20, 2013
At 5:00pm in the Conference Room of 181 S. Main Street