

Geauga County General Health District  
Board of Health Meeting Minutes  
October 16, 2017, 5:00 p.m.  
Geauga County Health District Office  
470 Center Street, Bldg. 8, Chardon, OH 44024

I. Call to Order

Mr. Timothy Goergen, President, called the monthly meeting of the Geauga County Board of Health to order at 4:55 p.m.

Board members present: Mr. Timothy Goergen, President, Mr. David Gragg, Interim Pro-Tem, and Mrs. Catherine Whitright, Dr. Jonathan Wynbrandt and Mrs. Christina Livers were not present.

Staff members present: Robert Weisdack, Health Commissioner, Herb Shubick, Interim Environmental Health Director, Darla Andrews, Health and Wellness Director, Alta Wendell, Administrative Assistant and Christie Gigliotti, Accreditation Coordinator.

Others present: Adam Litke, Financial Consultant.

II. Pledge of Allegiance

Mr. Goergen asked everyone to stand and recite the Pledge of Allegiance.

III. Approval of Board Minutes

**Mr. Gragg moved to approve the minutes for the September 18, 2017 Regular Board of Health meeting. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, abstain; Mr. Gragg, yes; and Mrs. Whitright, yes.**

IV. Administrative Hearings

- a. Mark & Miriam Schmucker, Gideon & Clara Kurtz, Andrew Fisher, Richard Stahl, Grandview Real Estate, Peter Vander Mass, Owen & Lester Schmucker, Jeffrey Marx & Ann Pompe, Michael Young, and Christine Wojtila

None of the above mentioned were present. Mr. Shubick was sworn in by Mr. Goergen and stated his experience.

Mr. Shubick stated that this is an alleged code violation to the properties owned by Mark & Miriam Schmucker, 15600 Bundysburg Rd. Middlefield Twp., Gideon & Clara Kurtz, 14480 Burton Windsor Rd., Burton Twp., Andrew Fisher, 15264 Bundysburg Rd., Middlefield Twp., Richard Stahl, 8062 Chagrin Mills Rd., Russell Twp., Grandview Real Estate, 15029 Durkee Rd., Burton Twp., Peter Vander Mass, 12902 Forest Rd., Claridon Twp., Owen & Lester Schmucker, 18350 Hobart Rd., Parkman Twp., Jeffrey Marx & Ann Pompe, 16270 Lucky Bell Ln., Newbury Twp., Michael Young, 14776 Ravenna Rd., Newbury Twp., and Christine Wojtila, 10840 Robert Ln., Auburn Twp.

These cases are based on the failure to have a For Sale of Property Evaluation conducted as per Section 3701-29-25 of the Geauga County Sewage Treatment System Rules.

3701-29-25(A) "An evaluation of a residential sewage system must be completed at time of transfer of ownership of any parcel with said system. The evaluation shall be conducted by a member of the Health District and if necessary any corrective actions(s) required shall be accomplished within the time period(s) directed." Discussion followed.

**Mr. Gragg moved that a code violation exists at the properties listed above. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.**

**Mrs. Whitright moved that the owners be required to make application, pay for, schedule, and complete a For Sale of Property evaluation and/or obtain the necessary permits and install a new sewage disposal system within 30 days of receipt of the Board order. Failure to follow this order will result in referral to the Prosecutor's office for legal action. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.**

b Kyle Cawley, Georgia Yanchar, and Todd & Monica Kisley

None of the above mentioned were present. Mr. Shubick was sworn in by Mr. Goergen and stated his experience.

Mr. Shubick stated that this is an alleged code violation to the properties owned by Kyle Cawley, 9954 High Country Dr., Hambden Twp., Georgia Yanchar, 9121 Brakeman Rd., Hambden Twp., and Todd & Monica Kisley, 10480 Locust Grove, Hambden Twp.

These cases are based on the failure to have a For Sale of Property Evaluation conducted as per Section 3701-29-25 of the Geauga County Sewage Treatment System Rules.

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**Mr. Gragg moved that a code violation exists at the properties listed above. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.**

**Mrs. Whitright moved that the owners be required to schedule, and complete a For Sale of Property evaluation and/or obtain the necessary permits and install a new sewage disposal system within 30 days of receipt of the Board order. Failure to follow this order will result in referral to the Prosecutor's office for legal action. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.**

c. Sandra Ksiazka & Sandra Horton, James Taylor Davidson, Andrew Pankuch, David & Hillary Olderman, and Ashley Santek & Ryan Brostek

None of the above mentioned were present. Mr. Shubick was sworn in by Mr. Goergen and stated his experience.

Mr. Shubick stated that this is an alleged code violation to the properties owned Sandra Ksiazka & Sandra Horton, 15490 Park View Dr., Newbury Twp., James Taylor Davidson, 13344 Chardon Windsor Rd., Hambden Twp., Andrew Pankuch, 9276 Madison Rd., Montville Twp., David & Hillary Olderman, 13576 Auburn Rd., Newbury Twp., and Ashley Santek & Ryan Brostek, 9347 Plank, Montville Twp.

These cases are based on the failure to make corrections after having a For Sale of Property Evaluation conducted as per Section 3701-29-25 of the Geauga County Sewage Treatment System Rules.

3701-29-25(A) "An evaluation of a residential sewage system must be completed at time of transfer of ownership of any parcel with said system. The evaluation shall be conducted by a member of the Health District and if necessary any corrective actions(s) required shall be accomplished within the time period(s) directed." Discussion followed.

**Mr. Gragg moved that a code violation exists at the properties listed above. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.**

**Mrs. Whitright moved that the owners be required to make corrections and/or obtain the necessary permits and install a new sewage disposal system within 30 days of receipt of the Board order. Failure to follow this order will result in referral to the Prosecutor's office for legal action. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.**

V. Environmental Health Program Update

a. Kenston Middle School

On October 3, 2017, Mr. Shubick received a call from the Assistant Superintendent of Kenston Schools. The call was regarding teachers, staff and students becoming ill because of fume from a roofing project that was going on at Kenston Middle School.

Initially, the school officials decided that they would shut the school down for the rest of the week. Then they decided that they would move the students into another school. Mr. Weisdack told them that he wanted the air tested before allowing students and staff back into the school. Mr. Weisdack and Mr. Shubick fielded calls from the parents regarding this issue.

Mr. Weisdack reported that they were still gathering information. The MSDS for the products being used showed that they were very toxic.

b. Pinnacle Woods

There is a special board meeting scheduled on October 27, 2017 at 3:00 p.m. regarding this issue. The operators and owner were notified of the hearing. Kate Jacob, Assistant Prosecuting Attorney will also be present at the meeting.

c. Ohio Department of Agriculture Training

A representative from ODA came to the office and provided training to Frank Varga and Amanda Hill, Sanitarians-in-Training. They found the training very helpful. Another day of training has been scheduled in the near future.

VI. Health and Wellness

a. Public Health Emergency Preparedness

Mrs. Andrews reported Tammy Spencer and Robyn Bull have been completing classes, workshops and activities for grant deliverables. They recently attended the quarterly State Regional EPI Meeting in Columbus.

b. Disease Surveillance

There were 29 confirmed cases of communicable diseases during the month of September. Thirty-four percent were STDs.

c. Nursing Services

Mrs. Andrews stated that immunization clinics have been very busy. Flu clinics have started including a special employees-only clinic.

The nurses have completed immunization education for 27 of 31 schools and spoke at two Amish school teacher meetings about upcoming vision screening, immunization schedules, and communicable disease reporting. Educational packets were distributed. They also provided TB skin tests to the residents at Amelia Grace Assisted Living.

d. Grants

1. Public Health Emergency Preparedness (PHEP)

Mrs. Andrews reported that we have received approximately \$8,200.00 for this grant since August. There are still issues with the grant at the state level. At each conference call with ODH, there is discussion about the grant deliverables.

2. Immunization Action Plan (IAP)

We have received approximately \$4,800.00 since May for the grant. ODH has received multiple complaints from health departments regarding the inability to achieve full reimbursement for some of the deliverables. Due to those complaints, they have restructured some of the funds.

3. Maternal Child Health (MCH)

The new grant period has just begun. The concentration of deliverables will be on Cribs for Kids and Nutrition/Physical Activity for school-aged children.

Mrs. Andrews explained that we have agreements with Birthright of Geauga County and Middlefield Care Center to distribute cribs to qualifying families in the county.

The nurses are working with the Geauga Nutrition and Activity Partnership to develop a plan to increase water, fruit and vegetable intake for children.

VII. Accreditation

a. Update

Christie Gigliotti provided the Board with a copy of the work plan and reviewed where we are in the process, what goals we have met and what still needs to be done.

The workforce development survey has been completed by the staff and she will be compiling the information.

b. KSU Conference Call

A conference call was held recently with representatives from Kent State University to discuss their special topics course that will assist us with what we will need. They have a graduate already in mind that will work on Accreditation for the health district.

Mr. Weisdack stated that this will be a benefit to us and to KSU students. This will provide on-the-job training for students which may make them more marketable to become Accreditation Coordinators.

VIII. Financial Report/Administration

Mr. Litke stated that he is working on cost analyses for all programs. He asked the Board to approve the first reading of the fees.

He also reported that he has been reviewing and updating the personnel policy manual along with Mr. Weisdack and Mrs. Wendell. He hopes to have it completed in the next few weeks and submitted to Kate Jacob for review. After that, it will require Board approval. He anticipates that it will be ready to put in place by the first of the year.

IX. Old Business

**Mrs. Whitright moved 10.16.17-a to approve the advertising and hiring of a Fiscal Coordinator within the approved salary range. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.**

**Mr. Gragg moved 10.16.17-b to approve the increase of the contract with Adam Litke not to exceed \$15,000.00. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.**

X. New Business

**Mr. Gragg moved 10.16.17-c to approve the purchase of 70 cribs as part of the Safe Sleep Grant not to exceed \$5,600.00. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.**

Mr. Gragg moved 10.16.17-d to approve the increase in the employee health insurance contribution rates for 2018 as presented. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.

Mr. Gragg moved 10.16.17-e to approve the transfer from 6037-053-501-Salaries to 6037-053-907- Legal Fees for \$3,000.00 and 6037-053-917- Refunds for \$3,000.00 within the For Sale of Property fund. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.

Mr. Gragg moved 10.16.17-f to approve the first reading of the proposed Environmental Health fees as presented. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.

Mr. Weisdack reported that he has been attending meetings with Ron Graham and the Lake-Geauga Anchor Institute to develop a collaboration along with other county agencies to collect data of needs assessments of all the agencies. Mr. Weisdack stated that sharing of data makes sense. The Community Health Assessment was very costly. Having a data warehouse would be beneficial for all.

XI. Other Business

There was no other business

XII. Meetings

**Special Board of Health Meeting, Friday, October 27, 2017** at 3:00 p.m. in the meeting room of 470 Center St., Bldg. 8, Chardon, Ohio.

**Regular Board of Health Meeting, Monday, November 13, 2017** at 5:00 p.m. in the meeting room of 470 Center St., Bldg. 8, Chardon, Ohio.

XIII. Adjourn

As there was no further business to come before the Board, the meeting Mr. Gragg moved to adjourn the meeting at 6:03 p.m. Mrs. Whitright seconded the motion. Motion carried.

Respectfully submitted,

Robert K. Weisdack, R.S., M.A., M.P.H.  
Secretary of the Board

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