

Geauga Public Health
Board of Health Meeting Minutes
January 25, 2023, 5:00 p.m.
12611 Ravenwood Dr., Chardon, OH 44024

Call to Order

Mr. Richard Piraino, President, called the monthly meeting of the Geauga County Board of Health to order at 5:00 p.m.

A roll call found the following Board members present: Mr. Richard Piraino, Ashley Jones, Pharm D, Lynn Roman, Carolyn Brakey, Esq., and Dr. Mark Rood.

Staff members present: Dr. Jeffrey Cameron, Health Commissioner, Adam Litke, Administrator, Dan Lark, Interim Environmental Health Director, and Carol Straniero, Nursing Director.

Others present: There were eight others in attendance.

Pledge of Allegiance

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

Approval of Board Minutes

The Board discussed the minutes. There had been problems with the live feed and the resulting recording of the meetings. **Ms. Jones moved to table the approval of the December 12, 2022, special meeting, December 19, 2022, regular meeting, December 28, 2022, special meeting, January 4, 2023, special meeting, and January 11, 2023, special meeting until they can be reviewed further. Dr. Rood seconded the motion. Motion carried with a unanimous vote.**

Information Session

a. Environmental Health Update

Mr. Lark stated that the wells to be drilled as part of the Parkman Well project will begin tomorrow, weather permitting. The weather has caused the delay in drilling.

b. Population Health Update

Mrs. Straniero provided information regarding the Population Health Division.

The Ohio Department of Health (ODH) and the Centers for Disease Control and Prevention (CDC) are considering declassifying COVID from a class A to a class B disease, like flu. This affects some of the internal reporting for the Population Health staff but does not affect the public.

c. Administration Division Update

Mrs. Wendell provided a report regarding the Administration Division to the Board prior to the meeting. There were no questions.

d. Administrator/Health Commissioner Update

The Ohio Environmental Protection Agency (OEPA) did a survey of the Solid Waste program recently. They praised the staff for an excellent job, especially David Wos, Registered Environmental Health Sanitarian-in-Training. They were very impressed with Mr. Wos' knowledge of the program.

Mr. Litke reported that the internal and external Annual Financial Reports (AFR) are due soon. He mentioned that the two-year state audit is to also begin soon. He will be working with Karolyn Johnson, Fiscal Coordinator preparing for the audit.

The Health District Advisory Council (HDAC) meeting will be held in March. Mr. Litke will present the Geauga Public Health internal financial report to the council. The HDAC will also be appointing a Board of Health member. Mr. Piraino seat has reached the five-year term.

The Budget Commission meeting to approve the 2024 Geauga Public Health budget will be held in April or May. The date has not yet been set.

Mr. Litke stated that the environmental health staff are developing a system to track nuisance complaints.

The Operation and Maintenance (O & M) program is on hold until June or July of this year. Additional staff need to be hired to cover the program.

1. Finance Report

Mr. Litke presented the finance report and answered questions from the Board.

Mrs. Brakey moved to approve the January 2023 financial reports. Dr. Rood seconded the motion. Motion carried with a unanimous vote.

Old Business

a. Levy

Dr. Rood recapped the discussion made at the last special meeting. The Board decided to wait until the November election because of the short timeline to prepare for the May ballot and needing to determine what the milage amount should be.

b. Operations Planning

Mrs. Brakey stated that Trumbull and Portage County are not interested in a cooperative agreement. Lake County continues to express interested and has been working on different proposals. There is potential to create additional services at no cost to Geauga Public Health.

Mrs. Brakey met with representatives from ODH. They indicated they had no objection with any of the paths Geauga Public Health is considering. They were pleased that the Board is considering the cost and the work being done. They indicated that they would continue to keep communication open.

Ms. Roman reported that she and Mrs. Brakey continue to meet with Ron Graham to map out ideas. Because the other counties declined, Ms. Roman felt it was best to focus on the agreement with Lake County.

c. Administrator and Environmental Health Director Positions

Ms. Jones stated there are currently 29 applicants for the Administrator position but at this time, there would not be any further review. The Board is still within the two-to-three-week window that she and Ms. Roman had communicated to the people they interviewed. The Board felt the applicants should be informed that the decision of which path the Board will be taking is taking longer than expected.

Ms. Roman felt that the Board needed time to work on the different paths. She suggested that the Board meet two times per month rather than weekly. After some discussion, the Board agreed not to hold any special meetings in February.

Dr. Rood felt that it seemed that the Board was choosing to enter into a cooperative agreement with Lake County based on previous discussions, but more information is needed on finances and the terms of that agreement.

New Business

a. Rescind Resolution 2022-11

Mr. Litke explained that resolution 2022-11 was approved at the December 19, 2022, regular meeting. The resolution needs to be rescinded because the verbiage is not what the auditor needs.

Mrs. Brakey moved to rescind Resolution 2022-11. Dr. Rood seconded the motion. Motion carried with a roll call vote. Mr. Piraino, yes; Ms. Jones, yes; Ms. Roman, yes; Mrs. Brakey, yes; and Dr. Rood, yes.

b. Adopt Resolution 2022-11. a Capital Project Fund

Mr. Litke stated that this resolution has the verbiage the auditor needs and increases the beginning fund balance to \$1,000,000.00.

Ms. Roman moved to adopt Resolution 2022-11. a requesting the establishment of the Capital Projects Fund. Ms. Jones seconded the motion. Motion carried with a roll call vote. Mr. Piraino, yes; Ms. Jones, yes; Ms. Roman, yes; Mrs. Brakey, yes; and Dr. Rood, yes.

c. Supplemental Appropriations

These supplemental appropriations will cover legal services and the Lake County Health Department contracts.

Dr. Rood moved to approve the Supplemental Appropriation for 6002-053-00-601 Contract Services in the Board of Health fund by \$150,000.00 and 6011-053-00-601 Contract Services in the Private Water fund by \$113,548.41. Mrs. Brakey seconded the motion. Motion carried with a roll call vote. Mr. Piraino, yes; Ms. Jones, abstain; Ms. Roman, yes; Mrs. Brakey, yes; and Dr. Rood, yes.

d. Zembretta Software

Mr. Lark stated this would pay for portal that would be accessed by the customers to pay for services, licenses and permits.

Mrs. Brakey moved to approve the payment to Zembretta Software to develop a payment/permit portal to allow online payments and delivery of permits not to exceed \$13,000.00. Ms. Roman seconded the motion. Motion carried with a roll call vote. Mr. Piraino, yes; Ms. Jones, abstain; Ms. Roman, yes; Mrs. Brakey, yes; and Dr. Rood, yes.

e. Resolution 2023-2 – Five acre or less lot splits

Mr. Litke stated that currently, the Planning Commission has a rule that any lot of 20 acres or less must be approved for a septic system. This affects mostly lots splits.

Dr. Rood moved to adopt Resolution 2023-2 which states Geauga Public Health will no longer require lot evaluations for any resulting lot of 5 acres and over. Mrs. Brakey seconded the motion. Motion carried with a roll call vote. Mr. Piraino, yes; Ms. Jones, abstain; Ms. Roman, yes; Mrs. Brakey, yes; and Dr. Rood, yes.

Public Comment Session

Mr. Piraino outlined the process and policies for providing public comment. Those who would like to comment but not attend the meeting are invited to email info@geaugacountyhealth.org and their comments will be forwarded to the Board.

There were three people who requested to speak and was given two minutes to provide their comment.

Executive Session

Ms. Roman moved to adjourn to executive session at 5:50 pm to discuss matters pending litigation, personnel including appointment, employment, discipline, and compensation. Dr. Rood seconded the motion. Motion carried with a roll call vote. Mr. Piraino, yes; Mrs. Jones, yes; Ms. Roman, yes; Mrs. Brakey, yes; and Dr. Rood, yes. Meeting reconvened at 8:18 pm

Dr. Rood moved to approve the contract extension with Lake County General Health District to June 30, 2023. Ms. Roman seconded the motion. Motion carried with a roll call vote. Mr. Piraino, yes; Ms. Jones, abstain; Ms. Roman, yes; Mrs. Brakey, yes; and Dr. Rood, yes.

Other Business

There was no other business

Meetings

Regular Board of Health meeting, February 22, 2023, at 5:00 p.m. at 12611 Ravenwood Dr., Ste. B303 Chardon, Ohio.

Adjourn

With no further business, the meeting was adjourned at 8:20 p.m.

Respectfully submitted,

Adam Litke
Administrator

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