

**Trumbull County Board of Health – Special Meeting
May 10, 2022 – 1:00 PM
176 Chestnut Ave. NE * Warren, Ohio 44483**

BOARD MEMBERS PRESENT: Robert Biery, Jr.
Thomas Borocz
Gregory Dubos
Dr. Harold Firster
Kathy Salapata, RN (Participated Via Zoom)
John “Jack” Simon, Jr., President Pro Tempore
John Messersmith, President

STAFF: Frank Migliozi, MPH, REHS, Health Commissioner
Kristofer Wilster, MPH, REHS, Director of Environmental Health
Johnna Ben, Administrative Coordinator

OTHERS: Robert Kokor, Legal Counsel
Joshua Thomas, Baker, Bednar, Snyder & Associates Inc.

MINUTES

- I. **The meeting was Called to Order and the Pledge of Allegiance was said.**
- II. **Adoption of Agenda: *MOTION: 22-89* made by Mr. Borocz, second by Dr. Firster to adopt the agenda as presented.**

Roll Call Vote:

Mr. Biery – Yes
Mr. Borocz – Yes
Mr. Dubos – Yes
Dr. Firster – Yes
Mrs. Salapata – Yes
Mr. Simon – Yes
Mr. Messersmith – Yes

Motion carried.

- III. **New Business:** Expanding the Services of the Engineering Consultant, Baker, Bednar, Snyder & Associates Inc., to Explore the Reconfiguration of the Existing Office Space at 176 Chestnut Ave. NE, Warren, Ohio, for the continued Housing of the Health District Offices – Mr. Messersmith stated that Mr. Migliozi had called and explained some ideas as to how the current office space could be reconfigured, which is why the special meeting had been called.

Mr. Migliozi started by saying that he wanted to thank the building committee for the time and effort that they have put forth in exploring new office space for the health district. Recently, the health district had a visit from the new local health district liaison from the Ohio Department of Health. During that visit, the ODH liaison toured some of the building, discussed the new grant that the health

district was awarded and how to accommodate the additional staff needed for the grant. Following that visit, discussion regarding repurposing the current office space occurred. 1. Server Room – It is currently located at top of the stairs on the 2nd floor. It was discussed as to whether it possibly could be moved to the basement. Moving the server to the basement would free up that space, and there is a small room off the kitchen behind this space, wherein possibly the wall could be knocked down to open that room up and provide another office. 2. Kitchen – Due to code requirements, the basement cannot be used for office space, but there used to be a kitchen in the basement. Possibly the kitchen could be relocated to the basement, which would open that for additional office space. 3. Lab Room – There is a small child’s size bathroom located in the lab, that is no longer needed because we do not hold children’s clinics at our location, and there is a storage area in the back of the lab room also. The child’s bathroom could be removed and the storage space could be rearranged to add additional space. 4. Cubicles – The ODH liaison suggested exploring the cost of new cubicles, with a smaller foot space that might provide additional space.

Mr. Messersmith stated that at the last meeting the board discussed additional options, and if the health district stays in its current location and explores more spacing options, we may be further ahead. Possibly the board should request that the consultant explore this option and write up bid specifications, and asked Mr. Thomas what the cost would be associated with that. Mr. Thomas replied that would be two different steps, and was not prepared to address those questions, but felt that the cost probably would not be more than \$7,500.00, if it was just going to be talking with Mr. Migliozi and Mr. Wilster and looking at the feasibility of using the existing office space. Mr. Migliozi added that the health district’s Nursing Director, Sandy Swann, also asked that the HVAC flow be explored because her office is exceedingly cold in the winter. Mr. Biery said that he couldn’t see that this would be more than \$4,000.00. Mr. Thomas stated that they were currently over cost now with what the board requested; this new project would include mechanical, electrical and plumbing.

Mr. Simon stated that there had been a lot of work and countless hours spent on exploring office space, and asked who it was that came from ODH, and was it part of their job description to look at the building? Mr. Simon added that he was confused by this current request and now saying never mind the current building has enough space, and that he was completely baffled by this. Mrs. Salapata agreed, stating that she thought that the current space was not adequate, and that more space was needed. Are we going to be able to now fix what we have, but in another year or two then what?

Mr. Migliozi responded that he could not say decisively what would happen in the future, there is a possibility that we may lose programs and the staffing shrinks; however, right now, we do have the opportunity to bring in two new people into the home visiting program, but we will not know that until June.

Mr. Simon asked Mr. Thomas, at the last meeting the board was given an estimate to renovate this building, without adding to this building, and what that estimate was? Mr. Thomas responded that the cost estimate to renovate the Chestnut Ave. building was estimated to \$100-\$150.00 per square foot. Mr. Simon stated that those were today’s costs, who knows how much they would be in the future. Mr. Simon said that he was not against it, and did not think it was a bad idea, but maybe it should have been the first idea and not the last idea.

Mr. Messersmith stated that if this building is completely revamped, then the staff would not be able to work during the day. Mr. Thomas stated that it could be done, but yes, it would be difficult.

Mr. Migliozi added that it would not be a complete renovation of the building, and that there were several offices in the building that would not need touched. Mr. Simon stated that the current building is 12,000 square feet, and say that we renovate 4,000 square feet at \$150.00 a foot, the cost would be roughly \$600,000.00, and that's today's prices.

Dr. Firster stated that he was a little upset with Mr. Migliozi. The Board involved two Realtors, spent money on an engineering firm and spent countless hours, and now we think we can work with what we have? Adding that he agreed with Mrs. Salapata, and worries about the future, and if we can work with what we have fine. Dr. Firster stated that he also agreed with Mr. Simon, and renovation is expensive. Dr. Firster stated that he did not feel that any decisions could be made until the board lets Mr. Thomas do his job and see what it entails.

Mr. Dubos added that he also feels that renovating the current office space should have been explored first, before the board expended the time, effort and cost, and asked why that wasn't done. Mr. Biery stated that was probably his fault, that when he asked Dr. Firster and Mr. Simon, he didn't stress that. Mr. Dubos stated that he wanted Mr. Migliozi to answer that question. Mr. Migliozi responded that at the beginning they did not know that it was a possibility to move the kitchen and the server downstairs to the basement. After seeing the bid specifications for the other locations, and the overall cost that would be spent over 20 years, is when he started looking at other options, such as making renovations to this building which would be a one-time cost, not an annual cost. Adding that it was the timing, and he did not know that some of these things could be done to add more space to the current building. Mr. Dubos stated that he just felt that this was something that should have been explored first before we put all this time, effort and cost into it.

Mr. Simon asked Mr. Wilster what he thought. Mr. Wilster stated that prior to receiving the consultant's report, it looked like the two options of Kent State and the mall were doable. After the report, it seemed like one space was doable and four were not even remotely doable, and that he did not want to speak for Mr. Migliozi, but maybe that was the reason. When Mr. Wilster looked at it, he thought, if we weren't going to do one, and couldn't do the other four, maybe we should look for a sixth option. Mr. Wilster stated that in his mind, if we could not do the one we could do, why not try something else as a last ditch effort, and do something to take us into the future and limp along the best we can.

Mr. Biery stated that he felt that the board was doing its due diligence, whether renovation was the first consideration or the last, and the environment maybe now is different from what it was when we first started the process. The board is doing its due diligence, and added that he did not feel that Dr. Firster had any reason to be upset, because even if we stay, we would be saving millions of dollars, and that should be considered a good thing. As far as growth, there is an employee contract that is coming up, and he felt that the entire board thought that they could afford \$120,000.00 a year. It is the board's duty to support the health commissioner, and he doesn't agree with everything that he does, but feels that Mr. Migliozi is doing a good job.

Dr. Firster stated that he feels that some things are palatable and some are not. When you have a meeting and say that we have people sitting in a furnace room, and we are getting more people

because of additional money that we are receiving, and we need to do this, and given the fact that we were told that we needed 15,000 square feet, and then all of the sudden we are told we can do with 8,000 square feet, it's just hard. Dr. Firster stated that he would go with anything that would work.

MOTION: 22-90 made by Mr. Biery, second by Mr. Dubos to expand the services of the engineering consultant, Baker, Bednar, Snyder and Associates Inc., to explore the reconfiguration of the existing office space at 176 Chestnut Ave. NE, Warren, Ohio, for the continued housing of the health district offices, at a cost not to exceed \$4,000.00.

Dr. Firster questioned the possibility of building an outside building in the parking lot. Mr. Wilster responded that if we lost more than four spaces, that would be an issue for staff parking. Dr. Firster clarified that the outside building would be for storage, which would free up a lot of space here. Mr. Wilster stated that the problem is, because of building codes, the basement could not be used for office space.

Mr. Simon asked, by way of motion on the floor, is the board saying that we are discounting everything that we have already done? Mr. Biery responded no, that the board is just asking them to look at this space. The board hasn't approved or disapproved anything yet. Mr. Messersmith added that the original motion with the consultant did not include this building; therefore, we needed a new motion to see if it is feasible to renovate this building. Mrs. Salapata asked if we are going to continue to look at the other options? Mr. Simon stated that at the time of the original motion, the board approved up to \$6,000.00 for the study. Mrs. Salapata stated that she thought at the last meeting, he was asked to continue on?

Mr. Simon stated that he would like a vote on the motion after the discussion is complete, and he would then like to make a motion to go into executive session to continue the discussion on purchase of property.

Dr. Firster stated that he just wanted to make sure that Mr. Thomas has a firm understanding on what the board is asking. Mr. Thomas stated that it is his understanding that he is to sit down with Mr. Migliozi and whoever, and look at this building to do some minor engineering changes, which included moving the kitchen down to the basement and moving offices upstairs.

Mr. Migliozi reiterated that he was not asking for a complete renovation, nor asking to scrap everything that has already been done. What he is asking is to see if making changes to the existing building is feasible, it may not be, but he was just presenting another option for the board to consider.

Roll Call Vote:

Mr. Biery – Yes
Mr. Borocz – Yes
Mr. Dubos - Yes
Dr. Firster – Yes
Mrs. Salapata – Yes
Mr. Simon – Yes
Mr. Messersmith – Yes

Motion carried.

At this time, Mr. Simon made motion to go into executive session for discussion of purchase of property.

Mr. Messersmith stated that the agenda should have been amended at the beginning of the meeting to include an executive session for that purpose. Mr. Simon stated that he understood that, but felt the scope of the meeting went in another direction, and feels he is in the right asking for an executive session.

Mr. Messersmith called for a second to Mr. Simon's motion. Dr. Firster said that he would second the motion for discussion.

MOTION: 22-91 made by Mr. Simon, second by Dr. Firster to go into executive session for discussion of purchase of property.

Atty. Kokor stated that there are different rules for special meetings than there are for regular meetings. A special meeting agenda has to list exactly what the meeting is for and this agenda was not amended prior to adoption. A regular meeting is coming up, and at that time an executive session certainly can be on that agenda and discussed at that time. Mr. Simon stated that during this meeting, it was introduced and then discussed about the study that we had commissioned relative to purchase of property, and it was his interpretation of the Open Meeting Act, that an executive session does not have to be on an agenda. Adding he felt that it was within his right to make this motion. Atty. Kokor stated that to amend an agenda after adoption requires a two-thirds vote. Atty. Kokor reiterated that this was a special meeting with specific rules from that of a general meeting, and a special meeting agenda that has been put forth is something that cannot be discussed in executive session, and therefore; he did not believe the board could go into executive session. Mr. Dubos stated that he agreed with Atty. Kokor, and the agenda for this meeting was specific, and it was not for consideration of purchase of property. Mr. Simon stated that he understood what was on the agenda, but discussion went outside the scope of what was stated on the agenda. Atty. Kokor added that again, it was because this was a special meeting, and not a regular meeting, therefore the rules are different.

Mr. Messersmith requested a call on the motion.

Roll Call Vote:

Mr. Biery – No
Mr. Borocz – No
Mr. Dubos – No
Dr. Firster – Yes
Mrs. Salapata – No
Mr. Simon – Yes
Mr. Messersmith – No

Motion did not pass.

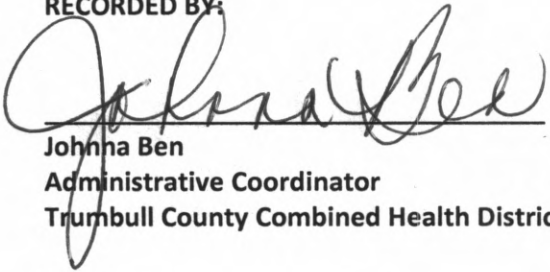
MOTION: 22-92 mad by Mr. Biery, second by Mr. Borocz to adjourn.

Roll Call Vote:

- Mr. Biery – Yes
- Mr. Borocz – Yes
- Mr. Dubos – Yes
- Dr. Firster – Yes
- Mrs. Salapata – Yes
- Mr. Simon – Yes
- Mr. Messersmith – Yes

Motion carried. (Adjournment 1:36 PM)

RECORDED BY:

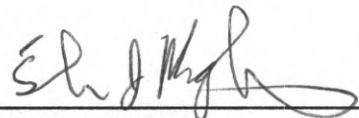


Johanna Ben
Administrative Coordinator
Trumbull County Combined Health District
For

ATTESTED BY:



John Messersmith
President
Trumbull County Board of Health



Frank Migliozi, MPH, REHS
Health Commissioner and Secretary
Trumbull County Board of Health