

**Trumbull County Board of Health – Regular Meeting
November 15, 2017 – 1:30 PM (Board Members Continuing Education – 12:45 PM)
176 Chestnut Ave. NE * Warren, Ohio**

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

STAFF: Frank Migliozi, MPH, REHS/RS, Health Commissioner
Sandra Swann, RN, Nursing Director
Kristofer Wilster, MPH, REHS/RS, Director of Environmental Health
Jenna Amerine, MPH, CHES, Health Educator
Natalie Markusic, REHS/RS, Accreditation Coordinator
Johnna Ben, Administrative Secretary

OTHERS: James J. Enyeart, MD, Medical Director
Atty. Robert C. Kokor, Legal Counsel

MINUTES

- I. Board Member Continuing Education**
- II. The Meeting was Called to Order and the Pledge of Allegiance was said.**
- III. Adoption of Agenda: *MOTION: 17-180* made by Mr. Messersmith, second by Dr. Firster to adopt the agenda as presented.**

Roll Call Vote:

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

Motion carried.

- IV. **Approval of the Minutes: MOTION: 17-181** made by Mrs. Salapata, second by Mr. Borocz to approve the minutes of the October 25, 2017, regular meeting & public hearing, as presented.

Roll Call Vote:

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

Motion carried.

- V. **Health Commissioner Report:** Mr. Migliozi presented a written report to the Board for their review. Mr. Migliozi also informed the Board that Kathy Parrilla was asked to join the OIPP Leadership Team. The health department Christmas party will be December 11, 2017, at noon; this will also be the date of the health department's quarterly staff meeting and required annual training. Our local state representatives have asked for our support of S.B. 50, which would create a statewide ban on brine-injection wells. Representatives from Lake County Health District are in attendance to address the Board regarding a shared services agreement for grant writing. Johnna Ben was nominated Employee of the Month for November.

MOTION: 17-182 made by Mr. Dubos, second by Dr. Firster to accept the Health Commissioner's report as presented.

Mr. Biery informed the Board that a PHAB committee for the upcoming site visit needs to be developed, and requested two volunteers to participate with him. Mrs. Salapata and Mr. Dubos stated that they would like to participate.

Roll Call Vote:

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

Motion carried.

VI. Director of Nursing Report: Mrs. Swann presented a written report to the Board for their review.

MOTION: 17-183 made by Dr. Firster, second by Mrs. Salapata to accept the Director of Nursing's report as presented.

Roll Call Vote:

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

Motion carried.

VII. Director of Environmental Health Report: Mr. Wilster presented a written report to the Board for their review. Mr. Wilster also informed the Board that the agency had signed a contract with Central Inspection to conduct manufactured home park set inspections as needed. Mr. O'Connell, who has retired, previously conducted the inspections, and the health department is currently getting Steve Pop and Steve Kramer certified to conduct these inspections.

MOTION: 17-184 made by Mr. Borocz, second by Mr. Messersmith to accept the Director of Environmental Health's report as presented.

Mr. Messersmith asked how long it would take to get Mr. Pop and Mr. Kramer certified? Mr. Wilster stated that it would take approximately one to two months to have them trained.

Roll Call Vote:

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

Motion carried.

VIII. Health Educator Report: Ms. Amerine presented a written report to the Board for their review.

MOTION: 17-185 made by Mr. Simon, second by Mr. Dubos to accept the Health Educator's report as presented.

Roll Call Vote:

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

Motion carried.

IX. Accreditation Coordinator Report: Mrs. Markusic presented a written report to the Board for their review.

MOTION: 17-186 made by Mrs. Salapata, second by Dr. Firster to accept the Accreditation Coordinator's report as presented.

Roll Call Vote:

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

Motion carried.

X. Board Report: None

XI. Old Business: A. Passage of Revision of "Regulation of the Trumbull County Combined Health District for Establishing Fees" .06 Food A. – E. – 3rd & Final Reading

MOTION: 17-187 made by Mr. Messersmith, second by Dr. Firster to pass the 3rd & final reading of the revision of the "Regulation of the Trumbull County Combined Health District for Establishing Fees" .06 Food A. – E., and adopt the fees as presented.

Roll Call Vote:

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

Motion carried.

- XII. New Business:** A. Grants Shared Services Agreement with Lake County Presentation & Discussion – Ron Graham and Adam Litke, representatives of the Lake County General Health District, did a presentation to the Board regarding the Trumbull County Combined Health District entering into a shared services agreement with Lake County for grant writing purposes. The Board inquired as to whether entering into such a contract would conflict with the union agreement? Mr. Migliozi stated that since the Nursing Director currently writes the grant, it would not be a conflict since she was not a bargaining unit member. The anticipated cost of this agreement would be \$29,623.00, but Mr. Migliozi stated that he felt that that amount would be recouped by being able to apply for more grant monies.

MOTION: 17-188 made by Mr. Messersmith, second by Dr. Firster to amend the agenda to include item M. Grant Shared Services Agreement with Lake County.

Roll Call Vote:

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

Motion carried.

- B. Variance Request – James R. Carr, 8525 State St., Kinsman Twp. – Not present. Mr. Carr submitted a request for a variance from connecting to the available sanitary sewer. An inspection of the septic system was conducted, and was found to consist of a properly operating and maintained on-lot sewage system.

MOTION: 17-189 made by Mr. Messersmith, second by Mrs. Salapata to grant a variance to James R. Carr from the orders to connect to the available sanitary sewer for the property

located at 8525 State St., Kinsman Twp., for a period of five (5) years. The homeowner must re-apply for a variance every five (5) years, or must connect to the sanitary sewer.

Roll Call Vote:

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

Motion carried.

C. Variance Request – Michael & Stephanie Bova, 802 Sodom Hutchings Rd., Vienna Twp. – Not present. Mr. & Mrs. Bova requested a variance that would allow occupancy of the new home without the distribution components of the sewage system being installed. The system will have a 1,500 gallon septic tank, soil absorption and curtain drain. The owner has requested a variance to install a holding tank, and will pump until the soil absorption component can be installed in May 2018.

MOTION: 17-190 made by Mrs. Salapata, second by Dr. Firster to grant a variance to Michael & Stephanie Bova to allow the installation of a holding tank at 802 Sodom Hutchings Rd., Vienna Twp., prior to the remaining components of the sewage system being installed. A minimum of a 1,500 gallon tank and dosing tank, equipped with a high level alarm, is to be installed and will be capped so that no liquid will exit this tank. The components are only to be installed after a new permit to install has been obtained. The tanks shall be installed in the exact location and manner as designed. At no time is any sewage permitted to be discharged onto the surface of the ground. The entire sewage system must be installed by May 1, 2018, at which time this variance shall be null and void. The installation must comply with all other code sections.

Roll Call Vote:

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

Motion carried.

D. Declaration of Unfit for Human Habitation – 126 W. Second St., Girard City, Brian Guy, Owner – Not present. An inspection of the structure was conducted on August 30, 2017. Upon inspection, the inspector noted that the flooring in the bathroom was badly damaged, there was solid waste, rodent and/or insect infestation, gross unsanitary conditions, the gas had been shut off and there was no hot water available to the structure.

MOTION: 17-191 made by Mr. Messersmith, second by Mr. Borocz to declare the structure at 126 W. Second St., Girard City, unfit for human habitation. The property owner must secure, make improvements or raze the structure within 60 days.

Roll Call Vote:

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

Motion carried.

E. Advancement of Richard Curl to Registered Sanitarian III and William Gootee To Registered Sanitarian II – Pursuant to the collective bargaining agreement, Richard Curl has met the requirements to be promoted from a Sanitarian II to a Sanitarian III, effective November 25, 2017; and William Gootee has met the requirements to be promoted from a Sanitarian I to a Sanitarian II, effective November 13, 2017. Mr. Curl's & Mr. Gootee's job responsibilities will remain the same.

MOTION: 17-192 made by Mr. Messersmith, second by Mr. Dubos to approve the advancement of Richard Curl to Sanitarian III, effective November 25, 2017, and William Gootee to Sanitarian II, effective November 13, 2017.

Roll Call Vote:

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

Motion carried.

F. Approval of Amendments to Emergency Response Plan – *This item was removed from the agenda.*

G. Approval of Procedure ADM-1490 Development of an AAR & Improvement Plan

H. Approval of Procedure ADM-1500 Documentation During an Incident

I. Approval of Procedure ADM -1510 IMAC and EMAC Assistance

J. Approval of Procedure ADM-1520 Emergency Procurement Policy

K. Approval of Procedure ADM-1530 Management of TCCHD Assets Policy

MOTION: 17-193 made by Mr. Simon, second by Mr. Borocz to approve procedures ADM-1490 Development of an AAR & Improvement Plan, ADM-1500 Documentation During an incident, ADM-1510 IMAC and EMAC Assistance, ADM-1520 Emergency Procurement Policy and ADM-1530 Management of TCCHD Assets Policy as presented.

Roll Call Vote:

Mr. Borocz – Yes

Mr. Dubos – Yes

Dr. Firster – Yes

Mrs. Salapata – Yes

Mr. Simon – Yes

Mr. Messersmith – Yes

Mr. Biery – Yes

Motion carried.

L. Senate Bill 50 Resolution – **MOTION: 17-194** made by Mr. Messersmith, second by Mr. Simon to approve the following resolution:

WHEREAS, Senate Bill 50 has been introduced by the 132nd General Assembly banning injecting brine or other waste substances resulting from, obtained from or produced in connection with oil or gas drilling, exploration, or production into an underground formation; and

WHEREAS, Trumbull County currently has 22 permitted injection wells, two of which having been revoked, resulting with 18 in operation; and

WHEREAS, in 2015 Trumbull County experienced a significant spill occurring in Vienna Township, causing ecological damage, and costing the Trumbull County Combined Health District thousands of dollars in response and investigation of the incident; and

WHEREAS, the Trumbull County Combined Health District has received dozens of complaints from residents living near the active injection wells, such as, but not limited to, odor, noise, spillage from truck traffic and changes in their private water wells; and

WHEREAS, 35% of the residents in Trumbull County have private water systems for their primary source of drinking water;

BE IT THEREFORE RESOLVED, by the Trumbull County Board of Health Members that they unanimously support Senate Bill 50, banning Class II injection wells from operating in the state of Ohio.

Roll Call Vote:

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

Motion carried.

Mr. Messersmith requested a copy of the resolution to present to the trustees at their next association meeting.

M. Shared Services Agreement with Lake County General Health District - **MOTION: 17-195** made by Dr. Firster, second by Mr. Messersmith to authorize the Health Commissioner to enter into a shared services agreement with Lake County General Health District for the purposes of grant writing and grant management.

Roll Call Vote:

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

Motion carried.

XIII. Citizens Comments – None

Mr. Paul Bennett was in attendance at the meeting, stating that he thought his property at 1185 Leavitt Rd. was on the agenda. The property was declared unfit, but he has since remodeled it, and would like the declaration rescinded. Mr. Wilster explained that Warren Township would need to send in a request to have the declaration rescinded. Mr. Bennett stated that he was told by Warren Township to come to the meeting, so he thought they

had already done that. Mr. Wilster stated that, to his knowledge, we had not received a request from Warren Township as yet. Mr. Bennett will contact Warren Township.

- XIV. Approval of Payment of the Bills - *MOTION: 17-196*** made by Mrs. Salapata, second by Mr. Borocz to approve the payment of the bills as presented.

Roll Call Vote:

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

Motion carried.

- XV. Date of Next Regular Meeting: December 13, 2017.** In addition, it was requested that the March 28, 2018, regular meeting be changed to March 21, 2018, due to the PHAB site visit.

- XVI. Adjournment: *MOTION: 17-197*** made by to Mr. Messersmith, second by Mrs. Salapata to adjourn.

Roll Call Vote:

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

Motion carried. (Adjournment 2:33 PM)

RECORDED BY:

ATTESTED BY:

**Johnna Ben
Administrative Secretary
Trumbull County Combined Health District**

**Robert Biery, Jr.
President
Trumbull County Board of Health**

For

**Frank Migliozi, MPH, REHS/RS
Health Commissioner
Trumbull County Combined Health District**