

**Portage County Combined General Health District
Board Meeting Minutes
September 20, 2022
6:00 PM**



I. CALL THE MEETING TO ORDER

The Portage County Combined General Health District Board of Health met on Tuesday, September 20, 2022, at 999 East Main Street. The meeting was called to order at 6:04 PM by Board President, Robert Howard.

Board Members in Attendance: Robert Howard, President
Lucy Ribelin, Member
Charles Delaney, Member
Amy Everett, Member
James Bierlair, Member
Dr. Howard Minott, Member

Board Members Not in Attendance: Evelyn Cutlip, Vice President
Linda Grimm, Member

Staff in Attendance: Joseph Diorio, Health Commissioner
Mark Arredondo, Medical Director
Christina Jewell, Administrative and Account Clerk
Matthew Fletcher, Director of Finance
Rosemary Ferraro, Director of Nursing
Mary Helen Smith, Director of Environmental Health
Becky Lehman, Director of Health Education & Promotions
Amos Sarfo, Environmental Health Supervisor, Stormwater/Wastewater
Andy Bull, Environmental Health Supervisor
Justin Rechichar, Deputy Director of Environmental Health
Amy Cooper, Director of WIC

Advisory Council: Bruce Lange, Charlestown Township
Others: None
Media Present: None

II. APPROVAL OF MINUTES:

Board of Health Meeting: On September 20, 2022, Board Member Ribelin presented a motion to accept the Board Meetings Minutes for August 16, 2022, seconded by Board Member Delaney

An “aye” vote was cast by all, and motion carried.

A vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Yes
Board Member Cutlip	Absent	Board Member Dr. Minott	Yes
Board Member Ribelin	Yes	Board Member Grimm	Absent
Board Member Bierlair	Yes	Board Member Delaney	Yes

III. PORTAGE COUNTY TOWNSHIP ASSOCIATION (Advisory Council)

Mr. Lange has nothing to report. Mr. Diorio mentioned that he attended the Township Association meeting, he shared information pertaining to the levy and the Township Association trustees were incredibly supportive of the levy and equally supportive of the new building. Explained the financials of moving WIC.

IV. PUBLIC COMMENT – No public comment.

V. ACTION ITEMS

A. Expenditure Ratifications **\$ 254,853.89**

Invoice Batch No. 9191	\$ 12,415.94
Invoice Batch No. 9175	\$ 7,868.90
Invoice Batch No. 9058	\$ 32,336.25
Invoice Batch No. 9051	\$ 40,892.56
Invoice Batch No. 9071	\$ 49,488.39
Invoice Batch No. 8903	\$ 29,655.33
Invoice Batch No. 8968	\$ 13,453.36
Invoice Batch No. 8811	\$ 17,477.87
Invoice Batch No. 8893	\$ 2,373.82
Invoice Batch No. 8709	\$ 44,753.11
Invoice Batch No. 8763	\$ 4,138.36

Mr. Fletcher stated that these invoices and batches are expenditures that are to be ratified and approved by the board. He stated that amount is higher this month due to quite a few of the invoice batches were for expenses on the new location, including the first mortgage payment and construction on the new location.

Board Member Bierlair presented a motion to accept the above Expenditures and Ratify these expenses, seconded by Board Member Minott.

A vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Yes
Board Member Cutlip	Absent	Board Member Dr. Minott	Yes
Board Member Ribelin	Yes	Board Member Grimm	Absent
Board Member Bierlair	Yes	Board Member Delaney	Yes

B. Travel Expenditures and Equipment Requests

Mr. Fletcher stated that there is a large group of employees who are traveling in November to Columbus for the AOHC Conference and Training.

A motion was presented by Board Member Delaney to approve said stated travel expenditures, seconded by Board Member Ribelin.

A vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Yes
Board Member Cutlip	Absent	Board Member Dr. Minott	Yes
Board Member Ribelin	Yes	Board Member Grimm	Absent
Board Member Bierlair	Yes	Board Member Delaney	Yes

C. Resolution #22-93R A Revised Amendment to the 2022 Portage County Combined General Health District Annual Appropriations for Revenue Previously and to be Certified.

Mr. Fletcher stated that this adjustment was from last month's budget amendment that erroneously applied as a credit to #8900 (General Fund) when it should had been a decrease. So, to correct this expense, it will be deducted twice to cover last month's error and this month's expense for salaries. The total expense adjustment is \$10,200.00 (\$5,100 per month).

A motion was presented by Board Member Bierlair to approve said seconded by Board Member Delaney

A vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Yes
Board Member Cutlip	Absent	Board Member Dr. Minott	Yes
Board Member Ribelin	Yes	Board Member Grimm	Absent
Board Member Bierlair	Yes	Board Member Delaney	Yes

D. Resolution #22-94R A Revised Journal Entry for Expense Correction for Portage County Combined General Health District.

Mr. Fletcher explained that this journal entry revision was just to move funds from one fund to another. There was no cash involved, just a revision of location and allocation of funds.

A motion was presented by Board Member Everett to approve said seconded by Board Member Minott.

A vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Yes
Board Member Cutlip	Absent	Board Member Dr. Minott	Yes
Board Member Ribelin	Yes	Board Member Grimm	Absent
Board Member Bierlair	Yes	Board Member Delaney	Yes

E. Resolution #22-95 Establishing a Fund for the Community Health Worker Workforce Development Initiative (CHW) for Portage County Combined General Health District for Ohio Department of Health.

Ms. Ferraro stated that this resolution for a grant for the Community Health Worker (CHW) with Kent State University (KSU) and funded by the Workforce Development grant (WFD). This grant will allot expenses for ten individuals to be trained as a Community Health Worker within the community who can also educate other community member on health issues and available community programs. This program would provide a 7-week, tuition free, in-person class, a paid 225-hour paid internship with Portage County Health District and certify them as a CHW for future employment opportunities.

A motion was presented by Board Member Ribelin to Adopt Resolution #22-95, seconded by Board Member Bierlair.

A vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Yes
Board Member Cutlip	Absent	Board Member Dr. Minott	Yes
Board Member Ribelin	Yes	Board Member Grimm	Absent
Board Member Bierlair	Yes	Board Member Delaney	Yes

F. Resolution #22-96 Amendment No. 1 Consulting Services Agreement Between Conduent Healthy Communities Corporation and the Portage County Combined General Health District.

Ms. Lehman explained to the board that a travel provision needed to be added to the original contract so that a Consultant from Conduent Healthy Communities can travel to the Client's

(PCHD) principal place of business and provide live technical assistance to Client. The amended expenses were in the resolution for approval of the board.

A motion was presented by Board Member Minott to Adopt Resolution #22-96, seconded by Board Member Ribelin.

A vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Yes
Board Member Cutlip	Absent	Board Member Dr. Minott	Yes
Board Member Ribelin	Yes	Board Member Grimm	Absent
Board Member Bierlair	Yes	Board Member Delaney	Yes

G. Resolution #22-97 Revising the Food Service Operation and Retail Food Establishment Fees and Public Hearing Notice – 1st Reading

Ms. Smith explained the changes and revisions to this upcoming year's fees. She recommends the fees and feels that the fees are fair. Mr. Rechichar stated that he anticipates a slight increase in the fees for 2024 based on the salary increases of staff. There will be a public hearing on October 18, 2022 regarding the changes. This issue came about due to the fact that 25% of the State's Health Districts used the COVID-19 dollars as a federal grant fund, it should had been treated as a COVID-19 program, thus causing the cost methodologies to show incorrect information and caused an overage on the dollar amount for the fees, which is an automatic placement on provisional status. The Department of Agriculture stated that the cost methodology needed to be redone and the changes for the 2023 fees should reflect the cost overages from last year's fees, subtracting the difference from the 2023 fees. Once this is completed, reviewed, and approved but the Department of Agriculture, they will then release the provisional status. The cost methodology changes and increases to the FSO and RFE fees will be submitted for the next board of health meeting to reflect the impact of COVID-19.

DISCUSSION REPORTS:

Administration and Personnel:

Mr. Diorio stated that he would like to solicit a Licensed Practical Nurse (LPN) rather than a Registered Nurse (RN) to fulfill the vacancy of a Public Health Nurse (PHN). Mr. Diorio stated that he is looking to gather a larger applicant list. By doing this. A pay scale for this position is still unknown as he and Ms. Ferraro work together to move forward with a job description and a defined salary.

Fiscal and Accounting:

Mr. Fletcher explained the cash basis for this month's meeting to the board. At the beginning of August, the general fund balance was \$3,507,949.38. The monthly revenue generated \$725,197.66. The outgoing expenses for August totaled \$469,853.05, leaving the general fund with a balance of \$3,763,293.99. Mr. Fletcher stated that a couple of the

grants had closed, a COVID-19 grant and a Motorcycle Ohio grant, and will be moving some of those funds over to the general fund. He did provide additional handouts to define the moving costs and the timeline of those expenses. This is to give an in depth look of what was quoted, initially and what the final costs were once invoiced. Mr. Fletcher reviewed the cash basis and noted where the funds were moved to assist in the move and what grants were paid out. The largest of the expenses being the 1st 6-month mortgage payment, the costs of moving PCHD and WIC to the new location and the new ADA bathrooms for the 1st floor. Board member Ribelin asked if the ADA bathroom on the 1st floor were completed as of yet. Mr. Diorio stated that they are not yet completed but will be fairly soon.

Nursing:

Ms. Ferraro stated that Nursing had started their Flu Clinics and were finishing up the Back-to-School vaccinations and at one point, ran out of vaccine prior to the move to the new location. Windham's clinic open house had a great turnout, and the nurse staff ran out of vaccine and required additional assistance to bring in more vaccine to complete those waiting after the clinic hours were over, at 4:00pm and completed all the vaccines by 6:00pm. Ms. Ferraro stated that their community did a great job at advertising the clinic. There is also a potential of a grant to be approved to provide nursing services to the inmates as well as the staff at the Portage County Jail and Portage County Juvenile Justice Services. Ms. Ferraro and Ms. Lehman are working together with a contact for the Portage County Jail to complete this agreement and are working with the nursing division of the Portage County Juvenile Justice Services to secure an agreement.

Ms. Ferraro also stated that the University Hospital's Portage Medical Center is no longer offering the flu and COVID-19 vaccinations. Ms. Ferraro stated that we will be looking to assist them with their vaccinations. Especially since the hospital was very gracious to assist PCHD with the refrigeration storage of our vaccines during the move to the new location. Ms. Ferraro stated that her division has been busy and ordering more vaccines, working on the back-to-school vaccines, and completing grant information. While COVID is on the rise, the state is inquiring more in-depth questions pertaining to the COVID-19 protocol in closing a location for an outbreak. Ms. Ferraro stated that she received a phone call from the State of Ohio Health Department, inquiring on the COVID-19 cases. Several Health Departments are not reporting the COVID-19 data in the states' disease database, which should be done at all times. She also received an email from Kent State University inquiring if our health district would like the data of the COVID-19 cases for our county and Ms. Ferraro stated that we absolutely wanted that information. Ms. Ferraro stated that COVID-19 is still rated as a Class A disease. Every case should be entered for appropriate tracking and data. The Cleveland Clinic provides Monkey Pox and COVID-19 case updates every day. President of the Board, Mr. Howard asked if our city is sampling wastewater for tracing purposes and Mr. Diorio stated that we are not at this time. Though some surrounding cities are, Ravenna is not at this time. Ms. Smith stated that from her understanding, Portage County Water Resources indicated that they were no longer sampling wastewater.

Board Member, Dr. Minott asked what vaccine is being given next month. Ms. Ferraro stated the Bivalent vaccine is a booster and is only for those who have had both doses of the main Omicron vaccine. Currently, there is no cost from the government for the

COVID-19 vaccines and boosters as well as the flu vaccines. The flu vaccine and COVID-19 boosters or first or second doses can be received together on the same visit. Board member, Mr. Delaney stated that he is a pastor and that several in his congregation and community have come to him about the probability of misleading cases reported for COVID-19 by health officials. Presuming that COVID-19 is a generic extenuation for all related illnesses. Dr. Arredondo stated that from his medical expertise and observation, that he does not feel that to be truthful. Dr. Arredondo stated that he would like to believe that the system is working and leveling the diagnoses appropriately. He also noted that there are now IV antibiotics available for COVID-19 that were not available beforehand.

Environmental Health:

Ms. Smith gave a divisional update on her staff and their current projects. Ms. Pham who is a Seasonal Worker for the Mosquito program has been assisting the Environmental Health division with setting mosquito traps, collecting data to track the West Nile Virus and other communicable diseases which can result from mosquitos in Portage County. Ms. Pham completed 81 trapping events for the month of August. The current mosquito billboards that have been designed and placed, and have been a great source of awareness and informative to the community of Portage County. In the month of August, the Environmental Health's Grub Buddies completed 240 food inspections, which also included the Randolph Fairgrounds. The Campers Report for August completed a total of 27 Campgrounds/RV Park inspections. The Floaters Report for August completed a total of nine inspections for various pools and spas, ensuring that they are safe for the patrons. Ms. Smith gave updates and provided stats for the plumbing inspections, which were a total of seventy-three. The Wastewater team provided 137 reviews and inspections.

Ms. Smith stated that there had been a surprising update regarding the unsanitary conditions of the Foxwood Estates Subdivision, pertaining to 9 of the 10 homes, which is located in Ravenna Township, and is contiguous with the City of Ravenna, Portage County, Ohio. Ms. Smith stated that this environmental health issue started in 2012 and Mr. Sarfo had been assisting on this project. In 2015, there was a public meeting held and a declaration of a public nuisances was filed against the Foxwood Estates Subdivision. Recently, Ms. Smith received information from the Assistant Director of the Governor's office, Mr. Mark Thompson, stating that the State is planning to release the findings and orders to the County Commissioners for review. These reports and findings will be sent to PCHD fully funded through the H2Ohio fund, which is the Governor's initiative program to ensure safe and clean water in Ohio. This fund will provide Portage County and Ravenna City with \$488,232.00 to fund the sewer contract at the Foxwood Estates Subdivision. Mr. Vence, Portage County Sanitary Engineer, initially was with the Board of Commissions and was contacted by the Governor's office to confirm a current total for the sewer project. The issue that has prolonged this project for the past five years is that the residents of Foxwood Estates are within the Ravenna Township limits while their water and sewer lines are within the Ravenna City limits. The Water Resources gave the sewer lines to the township, but neither party could agree on who would pay the bill to fix them. The Governor decided to step in and fund this project to complete it.

Mr. Rechichar gave an update on the Flamingo Motel demolition project in Atwater Township. Stating that he and Mr. Bull received a phone complaint from a resident stating that there was illegal dumping occurring within residential limits. Upon arrival of

Mr. Rechichar and Mr. Bull to the given location address, there was in fact evidence of illegal dumping and a contractor was on site who was served with a order to cease all activity on the premises as well as the Flamingo Motel property until further notice due to the air quality of the possibility of Asbestos and the fact that the contractor failed to obtain all permits needed to complete the demolition project. The Township Association has been notified of this issue and most recently Mr. Sam Rubens of the Akron Regional Air Quality Management District stated that he has been in contact with Prosecutor, Mr. Brett Benze who advised them to set up a competitive bid to assist in clean up of the debris on both locations, which would need to be removed by a hazmat cleanup facility since the Air Quality Management District is deeming both sites hazardous due to the improper protocol of Asbestos Abatement.

Ms. Smith also noted that a complaint was received for a possible chemical spill at the aluminum foundry on State Route 44. Mr. Dan Robinson of the Stormwater division for PCHD followed up with this complaint and found it to be an air quality issue and after a follow-up call from Mr. Sam Rubens stating that his division has been out numerous times for the same complaint, the Ohio EPA has done an assessment and does not find the smells from the aluminum foundry harmful however, the Department of Health has initiated testing of the surrounding area residents to undergo testing for possible cancers as a precaution.

Ms. Smith also spoke about the email she received regarding the United States Environmental Protection Agency (EPA) and the Summit National site in Deerfield, OH. The email provided stated that EPA's partial deletion pertains to the former waste disposal areas and soil cover at the Site, fenced areas extending onto adjacent property to the south, and adjacent soil areas off-site where all cleanup actions have been completed. The groundwater portion of the Site is undergoing a long-term cleanup and will remain on the NPL along with the surface water and sediments that shallow groundwater may discharge to. Operation and maintenance of the soil cover and fence, groundwater and land use monitoring, and five-year reviews will continue. The cleanup included removing over 17,000 drums and tanks from the site for off-site disposal and excavating 18,600 tons of contaminated soil for on-site thermal treatment. The treated soil was tested, retreated if needed, backfilled onto the site, covered by a 2-foot soil cover, and then revegetated. Environmental covenants restricting land and groundwater use have also been recorded on the property.

Regular groundwater monitoring over the last 16 years confirms that groundwater contaminants are not moving off-site above the drinking water standards and that the groundwater system can remain shut down while monitoring continues. The 11.5-acre site at 1240 Alliance Road is located on a former coal strip mine containing a coal wash pond and stockpile. From 1974 to 1978, the site was used as a waste disposal facility for oil, resin, paint and metal-plating sludge, and flammable, chlorinated solvents. Some waste was incinerated, and some was buried or dumped on the soil. The groundwater, soil, surface water, and sediments were contaminated with polychlorinated biphenyls, or PCBs, volatile organic compounds, phenols, phthalates, and heavy metals.

Health Education & Promotion & Accreditation:

Ms. Lehman stated that prior to the move, her division had left over bike helmets from the "Put a Lid On It" grant. She reached out to Portage Parks and donated the bike helmets to them to assist in their bike event.

Ms. Lehman stated that Ms. Holtz is working on the Project DAWN program and the IN23 grant, which has been extended due to a revision to reflect a calendar year. This will move the grant's ending date of September 28, 2022 to the end of the year, December 31, 2022. Health Education is just about out of the Project DAWN kits; more kits are on the way. Ms. Holtz has really done a great job with this project and the impact that this project is having on the community.

Ms. Lehman gave an update on the progress with Knox Marketing who PCHD contracted to market our new location and services for the move. Ms. Lehman stated that there will be quite a bit of movement in October, especially via social media and billboards. Currently PCHD has two banners that were on display at the fair at the two locations PCHD was operating announcing the move and the combination of services. The newest marketing strategy has tweaked to show that we have moved to better serve you and shows the services that PCHD can offer to the community. There is also two billboards up, one is located on Cleveland Road and Lovers Lane, and the second billboard is located on Freedom Street, just South of Route 14. Ms. Lehman stated that the marketing is really trying to strategize WIC at the new location. There is also PARTA bus advertisements announcing the new location and the services provided. Two large signs will be on the busses themselves, announcing that "We Moved" and twenty-five of the buses will have interior signage with further details of what services are provided.

Ms. Lehman relayed how busy the month of August was for her division. Noting that whenever PCHD was requested for an event, we obliged. She also noted that recently, PCHD was awarded funding for Safe Communities, as this is bittersweet to have received additional funding, because the increase in funding is due to the higher fatality rates from motor vehicle accidents. This year, there was an average of 2.5 more fatal crashes than last year. New funding increased to \$46,000 compared to \$42,000 from last year and she commended Ms. Selva on the success of this program thus far.

Ms. Lehman also stated that approval was received for section 2 of the PHAB report that was submitted. Mr. Sexton is actively collecting data and information for the next round, which is due in two years. The CHIP meeting for the Community Health Improvement Plan with Conduent Healthy Communities, is underway and PCHD did hold a second CHIP meeting. While the outcome of that meeting was not what was expected, as there was a great deal of discussion pertaining to data, it was decided that another meeting would be needed, which is scheduled for October 11th, however, our Consultant with Conduent Healthy Communities will not be attending in person, but will be in attendance via Zoom.

Board member, Ms. Ribelin inquired on the PARTA busses and if the new location of PCHD is on a bus line. Ms. Lehman stated that there is a bus stop in front of the building on Main Street, as well as a stop at Marcs and Giant Eagle which are both within walking distance to PCHD. There is handicap accessibility inside the building and is utilized by

the WIC participants who have children in strollers.

Women, Infants, and Children (WIC):

Ms. Cooper gave an update on her division regarding the move to the new location, monthly events for both Portage County and Columbiana locations. She noted that her staff is continuing to offer Curbside WIC services at both locations. The government has extended the fresh fruit and vegetable waivers through mid-January 2023. There has also been an increase in the cash value benefits for the fruits and vegetables through December 2022. WIC children will receive \$25, pregnant, and postpartum mother will receive \$44, and exclusively breastfeeding mothers will receive \$49. These will take effect in October, so her staff has been busy trying to load the new benefits onto the cards for the WIC participants. She noted that the Columbiana office served 766 participants in the month of August and the Portage office served 599 participants, despite being closed for four days due to the move.

She shared an experience she had with one of the WIC mothers who benefited from having all services needed within one location. Ms. Cooper explained that this mother was expecting her 2nd child, and on the day of her WIC appointment, Health Education was able to provide a car-seat and a Pack & Play for this expectant mom. Ms. Cooper also shared that the Nursing division was able provide immunizations for a child who was behind on their immunizations. Ms. Cooper commented what a pleasure it was to have all hands-on board to assist. It has been an ongoing goal for her division, to coordinate the needs of the community to assist in a one-stop-shop.

Infant formula shortages are still a concern and WIC has been assisting the families with their concerns and helping as needed. The staff is providing substitutions and alternatives to the families. The timeline for restock of inventory continues to fluctuate, making it more challenging for the WIC families, especially for premature infants who are in dire need of infant formula.

Health Commissioner:

Mr. Diorio stated that from the last meeting until present, there were a total of twenty-seven truckloads over five days that moved the Oakwood location and the WIC location to our current location. There was a total of three truckloads of furniture that were removed and donated to Family & Community from the new location, prior to the move. The downstairs conference room is complete and setup with the training tables and chairs as we plan to have our first staff meeting on Thursday, September 22nd. All staff were firsthand and assisted in unpacking and setting up. There is currently quite a bit of painting in the basement hallways at the moment. The fire and emergency dialer, which is now connected to the fire department, has all been completed in the new building. This includes the emergency lighting and fire extinguishers. Mr. Diorio stated that this took about a full month to complete. Currently, the elevator phone is not working. We are awaiting assistance from AT&T for a phone line to be designated and assigned.

The data lines are all complete. There will need to be Wi-Fi installed for the backup generator in the pit area to connect and report issues and data. Currently, the Wi-Fi signal for the building will not reach the generator due to the location of the generator and the

depth of area overall to allow a signal to reach. Mr. Diorio stated that a new Wi-Fi line will need to be installed specifically for the generator. Board member, Ms. Ribelin commended Mr. Diorio on the continuous work and effort that he has put forth in achieving the new location of PCHD. Board President, Mr. Howard mentioned how great the staff has worked together throughout this process. It truly is a group effort.

VII. OLD BUSINESS: 2nd Readings

- a. **Resolution #22-89** Revising the RV Parks, Recreation Camps, Combined and Temporary Park-Camp Fees to Comply with Ohio Revised Code 3729 and Ohio Administrative Code Chapter 3701-26 – 2nd Reading. Fees to be Effective December 1, 2022.

Ms. Smith stated the revised fee schedule is at a 1% base decrease and a thirteen cents per campsite increase. Fees have not increased since 2020.

- b. **Resolution #22-90** Revising the Tattoo & Body Piercing Services Fees – 2nd Reading. Fees to Comply with Ohio Revised Code (ORC) Chapter 3730 and Ohio Administrative Code (OAC) Chapter 3701-9. Fees to Be Effective November 1, 2022.

Ms. Smith stated the revised fee schedule is at a 5% base decrease for a new establishment as well as the annual renewal of registration. Fees have not been increased since 2020.

- c. **Resolution #22-91** Revising the Public Swimming Pool and Spa Fees – 2nd Reading. Fees to Comply with Ohio Revised Code (ORC) Chapter 3730 and Ohio Administrative Code (OAC) Chapter 3701-9.

Ms. Smith stated that the revised fee schedule is at an approximate 4% increase for a license fee cost analysis on pools, spas, special use pools and government pools. The fee schedule for a license fee cost analysis for an additional pool or spa has increased by 4.29%. Fees have not been increased since 2020.

- d. **Resolution #22-92** Revising the Private Water System Fees – 2nd Reading. Fees to comply with Ohio Revised Code Chapter 3701.344 and Ohio Administrative Code Chapters 3701-28. Fees to be Effective January 1, 2023.

Ms. Smith stated that it has been a total of eleven years since these rules were adopted in 2011 and then amended in 2020. There are a total of nineteen fee categories and three penalty requirements to be revised. In the table and definitions provided to the board by Ms. Smith, the following category fees have decreased for 2023.

These nine categories show an 8% decrease in the actual permit costs compared to the 2023 proposed fee table and the 10th (E)19 Penalty, decreased by 23%.

1. (E)1 (1,2,& 3 Family Dwelling) Construction of a private water system,

excluding ponds. This decreased by 8% which calculates to a decrease of \$33.67.

2. (E)4 (1,2,& 3 Family Dwelling) Conversion of a non-potable well to a private water system. This decreased by 8% which calculates to a decrease of \$33.67.

3. (E)7 (1,2,& 3 Family Dwelling) Alteration of a PWS or test well. This decreased by 8% which calculates to a decrease of \$20.40.

4. (E)2 (Test Wells: Any PWS) Construction of a test well. This decreased by 8% which calculates to a decrease of \$13.27.

5. (E)3 (Ponds: Single Family Dwelling only) Construction of a pond. This decreased by 8% which calculates to a decrease of \$33.67.

6. (E)5 (Other than 1, 2, 3 Family Dwelling) Construction of a private water system. This decreased by 8% which calculates to a decrease of \$36.39.

7. (E)6 (Other than 1, 2, 3 Family Dwelling) Conversion of a well to a private water system. This decreased by 8% which calculates to a decrease of \$36.39.

8. (E)8 (Other than 1, 2, 3 Family Dwelling) Alteration of a PWS or test well. This decreased by 8% which calculates to a decrease of \$21.23.

9. (E)12 (Hauled Water Categories) Temporary Hauled Water Storage Tank System. This decreased by 8% which calculates to a decrease of \$33.67.

10. (E)19 (Penalty) Penalty – Supplying water from unapproved source. This decreased by 23% which calculates to a decrease of \$21.31.

These categories showed an increase in the actual permit costs compared to the 2023 proposed fee table.

1. (E)18 (Water Samples) Collection and examination of water sample (does not include lab costs). This category will have an increase of 3% which calculates to an additional \$1.40.

2. (E)16a (Hauled Water Categories) Water hauling company registration (includes one vehicle or other transport equipment. This increased by 16% which calculates to an additional \$7.95.

3. (E)16b (Hauled Water Categories) Additional vehicle or water transportation. This increased by 16% which calculates to an additional \$3.98.

4. (E)17b (Hauled Water Categories) Hauling water without a registration or vehicle inspection. This increased by 16% which calculates to an additional \$9.94.

VIII. NEW BUSINESS:

Board President, Mr. Howard gave an update on the upcoming levy that is on the ballot for November. He stated that after meeting with Ms. Stall and Ms. Lehman regarding the levy fund for signage, there was enough funding to purchase several yard signs as well as a few larger signs for under \$1,500. Mr. Howard spoke about the strategy needed to promote the levy. While the Township Association is in favor of the levy, the move, and the investment into the county, he feels that we have established good relationships throughout the county. He feels that with this being done, he feels that we will have a good level of support for the levy renewal. The auditor's office stated that since the property value in Portage County has increased, the amount per mil requested, is actually lower, which is down to \$9.71 per \$100,000 per home. So, this is a significantly lower amount that homeowners would pay per millage rate. Ms. Lehman is working on a detailed sheet and the yard signs are available. There are 30 that can be repurposed from last election, 150 regular sized yard signs and 20 larger signs. Mr. Howard requested that staff assist in promoting the levy by circulating the signs as well as the board members assisting as well. He asks that we are careful in doing so that we not antagonize or provoke potential negative reactions. In return educate them on the positive services that this brings to the county and how well the funds have been utilized for the community. Especially the grant funds obtained to assist in the WPCLF program for the household sewer treatment systems. Ms. Lehman added that she has a fact sheet which is similar to the previous election and the updated figures which was passed out at the Township Trustees meeting by Mr. Diorio. This can be sent via email to those who would like to view it. Mr. Diorio stated that the ballot has 8 issues, and PCHD is Issue 8.

Contributions for the levy can be made out to the Portage County Health Levy Committee can mailed to C/O: Ms. Debra Stall, 2979 State Route 44, Rootstown, OH 44272.

IX. EXECUTIVE SESSION: None


XI. ADJOURNMENT:

A motion was made by Board Member Ribelin to adjourn and seconded by Board Member Everett.

An “aye” vote was cast by all, and the motion carried.

September 20, 2022, the Board of Health meeting was adjourned at 7:45 PM.

Next Board Meeting: October 18, 2022

A handwritten signature in black ink, reading "Joseph J. Diorio", written over a horizontal line.

Joseph J. Diorio, MPH, MS, REHS
Health Commissioner