

Miami County Public Health
Board of Health Meeting
Hobart Center for County Government – Room 225
510 West Water Street
Troy, OH 45373

November 16, 2023
Meeting Minutes

1. **Introductions:** See attached sign in sheet.
2. **Next meeting:** December 21, 2023, at 9:00 a.m.
3. **Additions to and adoption of agenda:** Mrs. Pittenger made a motion to approve the agenda as presented. Mr. Ristoff seconded the motion. All voted in favor.
4. **Approval of Minutes**
 - » October 26, 2023, Regular Session: A motion was made by Mrs. Quillen to approve the minutes as presented. Mrs. Welker seconded the motion. All voted in favor.
5. **Old Business:**
 - » **Resolution 2023-09-28-01, Resolution to change Campground Fees (3rd Reading, Tomcisin):** Resolution 2023-09-28-01 to approve changes in the annual fees to pay for the Health District's portion of the Campground program.

A motion was made by Mrs. Pittenger and seconded by Dr. Malarkey to approve the resolution. A roll call was taken, and the resolution passed.

Mrs. Pittenger: Yes Mr. Ristoff: Yes Dr. Malarkey: Yes Mrs. Quillen: Yes
Mrs. Baird: no vote Mr. Sarver: Yes Mrs. Welker: Yes Mr. Maiberger: Yes
 - » **Resolution 2023-09-28-02, Resolution to change Retail Food Establishment and Food Service Operation Fees (3rd Reading, Tomcisin):** Resolution 2023-09-28-02 to approve changes in the annual fees to pay for the Health District's portion of the Retail Food Establishment and Food Service Operation program.

A motion was made by Mrs. Quillen and seconded by Mrs. Pittenger to approve the resolution. A roll call was taken, and the resolution passed.

Mrs. Pittenger: Yes Mr. Ristoff: Yes Dr. Malarkey: Yes Mrs. Quillen: Yes
Mrs. Baird: no vote Mr. Sarver: Yes Mrs. Welker: Yes Mr. Maiberger: Yes
 - » **Resolution 2023-09-28-03, Resolution to change Swimming Pool, Spa and Special Use Pool Fees (3rd Reading, Tomcisin):** Resolution 2023-09-28-03 to approve changes in the annual fees to pay for the Health District's portion of the Swimming Pool, Spa and Special Use Pool program.

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A motion was made by Dr. Malarkey and seconded by Mrs. Quillen to approve the resolution. A roll call was taken, and the resolution passed.

Mrs. Pittenger: Yes Mr. Ristoff: Yes Dr. Malarkey: Yes Mrs. Quillen: Yes
Mrs. Baird: no vote Mr. Sarver: Yes Mrs. Welker: Yes Mr. Maiberger: Yes

6. New Business

- » **2024 Budget Adjustments (Propes):** Mr. Propes reviewed the budget in detail. Discussion session followed. Mr. Sarver made a motion to approve the 2024 budget adjustments as presented. Mrs. Pittenger seconded the motion. All voted in favor.
- » **Resolution 2023-11-16-01 for HSA Contribution (Propes): Resolution for the provision of 2024 Health Savings Account insurance benefits for employees.**

A motion was made by Mrs. Welker and seconded by Mrs. Pittenger to approve the resolution. A roll call was taken, and the resolution passed.

Mrs. Pittenger: Yes Mr. Ristoff: Yes Dr. Malarkey: Yes Mrs. Quillen: Yes
Mrs. Baird: no vote Mr. Sarver: Yes Mrs. Welker: Yes Mr. Maiberger: Yes

- » **Resolution 2023-11-16-02 for COLA (Propes): A resolution to grant a 2.5% wage adjustment increase to employees.**

A motion was made by Dr. Malarkey and seconded by Mrs. Pittenger to approve the resolution. A roll call was taken, and the resolution passed.

Mrs. Pittenger: Yes Mr. Ristoff: Yes Dr. Malarkey: Yes Mrs. Quillen: Yes
Mrs. Baird: no vote Mr. Sarver: Yes Mrs. Welker: Yes Mr. Maiberger: Yes

7. Financial reports

- » **Budget reports – October 2023 –** Mr. Propes reviewed the report with the Board. After discussion, Mr. Ristoff made a motion to accept the Budget Report as presented. Mrs. Pittenger seconded the motion. All voted in favor.
- » **Expenditure report – October 2023 –** Mr. Propes reviewed the report with the Board. After discussion, Mr. Sarver made the motion to accept the Expenditure Report as presented. Mrs. Quillen seconded the motion. All voted in favor.

8. Health Commissioner's supplemental report (Propes)

- » Amy Taylor, Help Me Grow Home Visitor, has resigned. The position has been posted and interviews will begin soon.

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- » Environmental Health Staff are offering Person in Charge training for food service operators.
- » A meeting in Piqua regarding the battery burning issue was held. Both Mr. Propes and Jane Tomcisin attended. Mrs. Welker provided the Board an update on the issue.
- » Beginning December 12th, Mr. Propes will be on leave. During his absence, each Director will rotate being in charge.

9. Additional Business: None

10. Public Comment: None

11. Executive Session: Mrs. Pittenger made a motion to enter into executive session to discuss personnel. Mr. Ristoff seconded the motion. A roll call was taken.

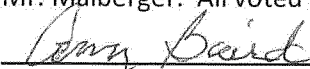
Mrs. Pittenger: Yes Mr. Ristoff: Yes Dr. Malarkey: Yes Mrs. Quillen: Yes
Mrs. Baird: no vote Mr. Sarver: Yes Mrs. Welker: Yes Mr. Maiberger: Yes

Mrs. Pittenger made the motion to enter back into regular session of the Board of Health. The motion was seconded by Mrs. Quillen. A roll call was taken.

Mrs. Pittenger: Yes Mr. Ristoff: Yes Dr. Malarkey: Yes Mrs. Quillen: Yes
Mrs. Baird: no vote Mr. Sarver: Yes Mrs. Welker: Yes Mr. Maiberger: Yes

Mrs. Pittenger made a motion to hire Charity Toon as a Licensed Practical Nurse. Mrs. Quillen seconded the motion. All voted in favor.

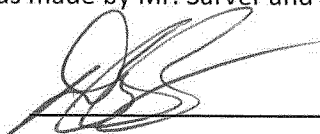
12. Adjournment Recommended: A motion to adjourn was made by Mr. Sarver and seconded by Mr. Maiberger. All voted in favor.



Ann Baird

Date

Board of Health President



Dennis R Propes

Date

Health Commissioner