

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

October 26, 2023
Meeting Minutes

1. **Introductions:** See attached sign in sheet.
2. **Next meeting:** November 16, 2023, at 9:00 a.m.
3. **Additions to and adoption of agenda:** Mrs. Quillen made a motion to approve the agenda as presented. Mrs. Pittenger seconded the motion. All voted in favor.
4. **Approval of Minutes**
 - » September 28, 2023, Regular Session: A motion was made by Mrs. Pittenger to approve the minutes as presented. Mrs. Welker seconded the motion. All voted in favor.
5. **Public Hearing for Resolution 2023-09-28-01, 2023-09-28-02, 2023-09-28-03**
 - » **2023-09-28-01 (Campground Program):** Mrs. Baird opened the public hearing for fee changes in the Campground program outlined in resolution 2023-09-28-01. The purpose of the public hearing was to discuss fee changes and hear public comment. Jane Tomcisin presented the changes. No one from the public was present and no virtual participants commented. The public hearing portion for campground fee changes was then closed per the Ohio Revised Code by Mrs. Baird.
 - » **2023-09-28-02 (Retail Food Establishment and Food Service Operation Program):** Mrs. Baird opened the public hearing for fee changes in the Retail Food Establishment and Food Service Operation program outlined in resolution 2023-09-28-02. The purpose of the public hearing was to discuss fee changes and hear public comment. Jane Tomcisin presented the changes. No one from the public was present and no virtual participants commented. The public hearing portion for campground fee changes was then closed per the Ohio Revised Code by Mrs. Baird.
 - » **2023-09-28-03 (Swimming Pool, Spa and Special Use Pool Program):** Mrs. Baird opened the public hearing for fee changes in the Swimming Pool, Spa and Special Use Pool program outlined in resolution 2023-09-28-03. The purpose of the public hearing was to discuss fee changes and hear public comment. Jane Tomcisin presented the changes. No one from the public was present and no virtual participants commented. The public hearing portion for campground fee changes was then closed per the Ohio Revised Code by Mrs. Baird.

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6. Old Business:

- » **Resolution 2023-09-28-01, Resolution to change Campground Fees (2nd 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.
- » **Resolution 2023-09-28-02, Resolution to change Retail Food Establishment and Food Service Operation Fees (2nd 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.
- » **Resolution 2023-09-28-03, Resolution to change Swimming Pool, Spa and Special Use Pool Fees (2nd 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.

7. New Business

- » **Health Insurance Discussion (Propes):** Mr. Propes reviewed the final renewal numbers and presented a history of claim amounts that were paid out over the past five years. Claim amounts being paid out in 2022 were significantly higher than in years past which contributed to the initial 36% renewal. Mr. Propes requested paying the Jefferson Health Plan \$184,000 which would lower the renewal to 15%. Mr. Ristoff made a motion to pay the \$184,000 deficit for a 15% renewal. Mrs. Pittenger seconded the motion. All voted in favor.
- » **Divisional Update Community Services (Bednar):** Through a PowerPoint presentation, Nate Bednar presented information on the Community Services Division. The presentation focused on programs offered, positions within the division and website/social media updates.

8. Financial reports

- » **Budget reports – September 2023 –** Mr. Propes reviewed the report with the Board. After discussion, Mr. Ristoff requested the Board consider moving more money into the contingency fund. Mr. Ristoff made a motion to accept the Budget Report as presented. Mrs. Welker seconded the motion. All voted in favor.
- » **Expenditure report – September 2023 –** Mr. Propes reviewed the report with the Board. After discussion, Mrs. Quillen made the motion to accept the Expenditure Report as presented. Mrs. Pittenger seconded the motion. All voted in favor.

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9. Health Commissioner’s supplemental report (Propes)

- » Carol Sutherly resigned from the Board of Health. The District Advisory Council has approved Mike Maiberger to fill her vacancy.
- » Two Environmental Health staff will soon be eligible for advancement due to passing their state examinations. Courtney Long will become a Registered Environmental Health Specialist and Jeff Norris a Certified Plumbing Inspector.
- » 2024 budget adjustments are being finalized and will be presented at the November Board meeting.
- » Beginning December 12th, Mr. Propes will be on leave. During his absence, each Director will rotate being in charge.

10. Additional Business: None

11. Public Comment: None

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

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

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

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

Mrs. Pittenger made a motion to hire Kasey Starrett as an Environmental Health Technician. Mrs. Welker seconded the motion. All voted in favor.

13. Adjournment Recommended: A motion to adjourn was made by Mr. Sarver and seconded by Mrs. Baird All voted in favor.

Ann Baird

Ann Baird
Board of Health President

Dennis R Propes 11/16/23

Dennis R Propes
Health Commissioner