

**January 15, 2019**

The regular monthly meeting of the Board of Health was held on Tuesday January 15, 2019 in the Community Room, 2nd Floor, Trumbull Towers Building, and 500 Market Street, Steubenville Ohio.

**Present**

Frank L. Petrola  
Dale Featheringham  
John Parker  
Nicole Balakos

**Staff**

Frank J. Petrola  
Frank Klinger, SIT  
Kim Mark, RN  
Marc Maragos, RS  
Sheryl Suppa

**Absent**

Annette Stewart  
Dr. George VanWeelden

**Prosecutor**

Emanuela Agresta

**Guest**

See Sign in Sheet

**CALL TO ORDER**

Frank L. Petrola called the meeting to order.

**APPROVAL OF BOARD MINUTES**

Ms. Suppa presented the Board of Health with the December, 2018 Board Minutes for their approval.

*Dr. Frank L. Petrola made a motion to approve the December 2018 Board Minutes as presented by Ms. Suppa, seconded by Mr. John Parker.*

**Vote-Unanimous, YES**

## FISCAL REPORTS

### **December Fund Balances**

Ms. Suppa presented the Board of Health with December Fund Balances totaling \$536,360.62, December Revenue totaling \$205,676.72, December Expenditures totaling \$124,870.45, December Purchase Orders totaling \$ 204,407.81, and Then and Now Statements totaling \$11,064.24 for their approval.

*Dr. Frank L. Petrola moved to approve the December Fund Balances totaling \$536,360.62, December Revenue totaling \$205,676.72, December Expenditures totaling \$124,870.45, December Purchase Orders totaling \$204,407.81 and Then and Now Statements totaling \$11,064.24 as presented by Ms. Suppa, seconded by Mrs. Nicole Balakos.*

**Vote-Unanimous, YES**

### **Purchase Orders**

Ms. Suppa presented the Board of Health a list of Purchase Orders for their approval.

*Roll call was taken to approve the list of Purchase Orders*

*Dr. Frank L. Petrola- YES*

*Mrs. Nicole Balakos-YES*

*Mr. John Parker-YES*

*Mr. Dale Featheringham-YES*

## OPEN BUSINESS

Mr. Maragos presented the Board of Health an update on the malfunctioning household sewage disposal system on Township Road 676. The owner has completed the soil evaluation and has a design for the new septic system. Mr. Maragos also notified the Board of Health the owner is in contact with an installer and is sending in payment for the permit.

## NEW BUSINESS

Kim Mark, RN presented to the Board of Health information about the Jefferson County Health Department partnering with Steubenville City Schools in providing school based clinics Monday-Friday for 4 ½ hours. There will be a Nurse Practitioner along with Jefferson County Health Department Nurse. They will not be replacing the school nurse, they will be there provide services to help with absenteeism. Mrs. Mark also informed the Board of Health that a commercial will begin running on Friday. She also stated that they are already providing school based clinics for the Edison Local Schools 6 hours per week.

## ENVIRONMENTAL

### Activity Report

Copy of Environmental Activity report attached hereto and made a permanent part of this record.

**APEX**-Mr. Maragos informed the Board of Health that for the month of December we had a total of 74 complaints and have received a total of 24 complaints so far in January. Mr. Maragos informed the Board of Health that Montauk Gas went down December 25, 2019. The flares have been put in place, wells have all been installed. According to Apex the next time wells will be installed will be in August 2019.

Mr. Maragos informed the Board of Health that the Jefferson County Water and Soil has made a request from the Board of Health to pay for 2 NPDES permit fees to the OEPA at a cost of \$200 each. The Board of Health will be reimbursed from the Grant monies from Jefferson County Water and Soil.

***Mr. John Parker made a motion to pay the 2 NPDES permit fee to OEPA at a cost of \$200 each, Mrs. Nicole Balakos seconded the motion.***

### **Unanimous Vote-YES**

Mr. Maragos informed the Board of Health that the Environmental staff will be attending training at the Highlands on January 30, 2019 dealing with Septic Systems, design, location and installation. Mr. Maragos also informed the Board of Health of upcoming training in Summit County dealing with Pools and Campgrounds.

## **NURSING DIVISION REPORT**

Kim Mark, RN informed the Board of Health that the nurses are going to the Friendship Room the 1<sup>st</sup> Monday of month where blood pressures, STD testing, and TB's are done. The Nursing division along with Dr. Frank J. Petrola are going to Judge Mascio's Court and performing wellness checks. The nursing division is staffing clinics in Toronto on Wednesday's and in Bergholz on Tuesday's and Thursday's. Mrs. Mark is looking into having the hours for the Bergholz Clinic posted on a sign. The new Shingles vaccine is back order for a couple of months. The nursing division will be starting the Scabies Grant in February and are already working the immunization grant. Mrs. Mark also informed the Board of Health of upcoming meetings that will be held with County-wide School Nurse's on January 29, 2019 and with the Nursing Home Nurses on February 1, 2019.

## **ACCREDITATION COORDINATOR**

Frank Klinger updated the Board of Health the Jefferson County General Health District has received an invite from PHAB to attend training in Virginia. Frank Klinger and Kim Mark will be attending the training in August 2019. The Jefferson County General Health District will have 1 year to complete everything for Accreditation.

Mr. Klinger informed the Board of Health that he is waiting on a DVD for the Board to continue training. He also informed the Board of Health that documents and records are being scanned into a DocuWare program.

## **WIC**

No report was given

## **ADMINISTRATOR'S REPORT**

Dr. Frank J. Petrola informed the Board of Health that the Solid Waste Authority is waiting on a bill.

**There Being No Further Business before the Board of Health, the meeting was adjourned.**

Kim Mark asked a question regarding the invoices. A request was made to reopen the Board meeting.

*Mr. Dale Featheringham made a motion to reopen the Board of Health Meeting to discuss the invoices, seconded by Mr. John Parker.*

**Unanimous Vote-YES**

Mrs. Nicole Balakos had not received a list of bills she requested. Ms. Suppa located a copy and provided the list to Mrs. Balakos. Mrs. Balakos had some questions regarding payment on a bill that did not match the correct amount and also with paying mileage to the Nurse Practitioner that was not included in the contract. Correction: Malpractice insurance for the nurse practitioners was also requested.

*Mr. Dale Featheringham made a motion to pay all the invoices once all corrections are made, seconded by Mr. John Parker.*

**Unanimous Vote-YES.**

Frank L. Petrola – YES  
Dale Featheringham – YES

John Parker - YES  
Nicole Balakos - NO

**There Being No Further Business before the Board of Health, the meeting was adjourned**

**ATTESTED:**



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**Frank L. Petrola, Board of Health President**

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**Frank J. Petrola, Health Commissioner**