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JEFFERSON COUNTY

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GENERAL HEALTH DISTRICT

**BOARD OF HEALTH
MINUTES OF SPECIAL MEETING
November 30, 2021
8:15 a.m.**

A special meeting of the Board of Health was held on Tuesday, November 30, 2021 at 8:15 a.m. in the 2nd floor community room of the Towers Building located at 500 Market Street, Steubenville, Ohio.

Board Members Present:

Terry Bell
Chief Clark J. Crago, Vice-President
Patrick Macedonia, M.D., President
Anthony Mougianis
Jean-Philippe Rigaud

Staff:

Andrew Henry, Health Commissioner
Marc Maragos, Director of Environmental Dept.
Kelly Wilson, Director of Finance/Administration
Michele Henry, Administrative Assistant
Linda Agresta, Environmental Clerk

Absent:

Prosecutor:

Guests:

None

CALL TO ORDER

Dr. Macedonia, President called the meeting to order at 8:15 a.m. The Pledge of Allegiance was recited and roll call taken.

2022 FOOD SERVICE FEES AND 2022 ENVIRONMENTAL SERVICE FEES

A copy of the proposed 2022 food service fees was presented to all those in attendance.

Health Commissioner Henry stated the meeting was the first reading of the 2022 environmental service fees. The fees are based on the year 2020 which was the year of Covid. There was only one food service inspection performed at each food establishment in the county. In a normal year there would be two, therefore, we are expecting the fees to go down for 2022. In 2023, the fees should go back up provided we are able to perform the required inspections in 2022.



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There is talk with ODH, the governor and other political groups to help supplement the food service fee loses with some stimulus funds for the health departments.

Dr. Macedonia questioned how the cost methodology was performed to calculate the fees. Health Commissioner Henry stated there is a spread sheet we use. We put in the information such as staff wages, gas mileage, staff time on the programs etc. and it calculates the final number. Kelly Wilson stated she has a copy available should anyone like to review it.

Kelly Wilson brought up a discussion concerning vending fees. Kelly asked the board if anyone was on the board at the time there was an issue where the health department had to pay back a percentage of the monies charged to the vendors for vending machines. Linda Agresta stated that AVI Vending turned us in to the State of Ohio about the amount that was being charged. The Health Department had to lower our fee to the lowest amount possible to cover the cost of the overcharge.

Kelly Wilson stated we have the ability to charge \$72.76 and we are charging \$5.00. You cannot raise the price more than the consumer price index which is 1.4%. Kelly Wilson stated the fee has been \$5.00 for quite some time, and she feels we need to get the fees closer to the maximum amount allowable. The vending pricing will be under further review moving into 2022. Linda Agresta stated we are down to seven vending machines in the county which are defined as temperature controlled perishable food machines that we license.

Health Commissioner Henry read the 2022 proposed food service fees and environmental fees.

Dr. Macedonia questioned about the per event fee; it was explained that most vendors already have a mobile license which covers them for all events for the year. Marc Maragos explained the per fee event. This is a temporary permit and covers 5 days in a row, if the event goes over 5 days they would need to take out another temporary permit. There is a limit of four temporary licenses in a year. The Board feels the event holders should make the vendors aware of the requirements prior to set up. The Health Department would like to obtain a list of the vendors who will be participating at any given event, to make sure they are all licensed.

Baked goods fall under the cottage license for the Department of Agriculture. The Department of Agriculture inspects their kitchens and they must have a separate kitchen other than the one used for the home. No pets are permitted in that kitchen and they pay a one-time license fee good for a year.

Dr. Macedonia would like to have a better plan in place for 2022 and to remain consistent. Dr. Macedonia would like to send a letter this week to the Fort to remind them that everyone needs to be licensed. The board requests that the Health Department provide an updated packet prior to any event that outlines what is needed for compliance with their vendor for food licenses.



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Health Commissioner Henry stated we must have a public hearing on the 2022 fees. He is requesting we have it prior to the next board meeting. We will open it up for public comment and start the board meeting immediately afterward.

<i>Action</i>	<i>Motion to Hold the Public Hearing for the Reading of Fees at 8:00 am on Tuesday, December 21, 2021.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2021-130	Mr. Rigaud moved and Chief Crago seconded a motion to hold the public hearing for the reading of fees at 8:00 am on Tuesday December 21, 2021. Motion passed unanimously.	1 st - Rigaud 2 nd – Crago Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud - Aye

<i>Action</i>	<i>Motion to Accept the First Reading of the proposed 2022 Food Service Fees and Environmental Fees.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2021-131	Mr. Bell moved and Mr. Rigaud seconded a motion to accept the First Reading of the proposed 2022 Food Service Fees and Environmental Fees. Motion passed unanimously.	1 st - Bell 2 nd – Rigaud Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud - Aye

<i>Action</i>	<i>Motion to Adjourn</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2021-132	Mr. Rigaud moved and Mr. Bell seconded a motion to adjourn. Motion passed unanimously.	1 st - Rigaud 2 nd - Bell Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud - Aye



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There being no further business before the Board, the meeting was adjourned at 8:49 a.m.

The next regular meeting of the Board of Health is scheduled for Tuesday, December 21, 2021 at 8:15 a.m. in the Towers Building, 2nd Floor.

ATTESTED:

Dr. Patrick Macedonia, Board President

Andrew Henry, Health Commissioner