



# JEFFERSON COUNTY General Health District

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**BOARD OF HEALTH  
MINUTES OF REGULAR MEETING  
October 17, 2023  
8:15 a.m.**

The regular monthly meeting of the Board of Health was held on Tuesday, October 17, 2023 at 8:15 a.m. in the 2<sup>nd</sup> floor community room of the Towers Building located at 500 Market Street, Steubenville, Ohio.

**Board Members Present:**

Terry Bell  
Anthony Mougianis, Vice President  
Suzanne Brown  
Chief Clark Crago  
Mark Kissinger, DO

**Staff:**

Andrew Henry, Health Commissioner  
Michele Henry, Administrative Assistant  
Marc Maragos, Director of Environmental  
Carla Gampolo, Registered Sanitarian  
Linda Agresta, Environmental Clerk  
Stephanie Chester, RN, WIC Director  
Rick Stead, PHEP  
Dr. Jane Culp, Medical Director  
Hannah Piko, Director of Nursing

**Absent:**

**Prosecutor:**

**Guests:** See sign-in sheet

**CALL TO ORDER**

The meeting was called to order at 8:15 a.m. by Anthony Mougianis, President. The Pledge of Allegiance was recited. Roll call was taken. All board members in attendance.

**Election of Officer**

Mr. Mougianis would like to suggest Suzanne Brown become the Vice President to fill his remaining term. According to the by-laws Mr. Mougianis as Vice President was moved to president to fill the term vacated by the death of Dr. Patrick H. Macedonia.

<i>Action</i>	<i>Motion to nominate Suzanne Brown as Vice President</i>	<i>Vote Detail (Roll Call)</i>
Motion-2021-118	Mr. Mougianis moved and Dr. Kissinger seconded a motion to nominate Suzanne Brown as Vice President.	1 <sup>st</sup> - Mougianis 2 <sup>nd</sup> - Kissinger Bell - Aye



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	Motion passed unanimously.	Crago – Aye Kissinger – Aye Mougianis - Aye Brown – Aye
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Mr. Mougianis moved up the nuisance complaint of Joan Marie Carlson from new business since she was in attendance.

**Joan Marie Carlsen – 1339 Main Street, Smithfield Oh 43943:** Health Commissioner Henry spoke about the property located at 1339 Main Street in Smithfield. The nuisance was originally dated July 10, 2023 and the investigation was started by our environmental team. Mr. McGuire was asked to give the overview of the nuisance. Mr. McGuire stated the complaint dated July 10, 2023 that both houses on this lot have been empty for several years, there are groundhogs and rats living there. The rodents are continually trying to invade the building next door. During the investigation almost everything that was complained about was true. There were places in the foundation of the residence that were well traveled and would indicate the presence of rodents. There was a groundhog in the back yard of the property. This property does have a very small area in the back yard that actually has grass the rest is completely covered with junk. There was a considerable amount of trash that was cleaned up, but it is far from nuisance free. The pictures were sent to the board for reference. Health Commissioner Henry addressed Mrs. Carlsen and asked if this was her property and if it is vacant. Mrs. Carlsen stated there are two houses there. One house has two apartments and she lives in the second apartment. The two houses she is trying to connect them. She stated there is a lot of building material laying around because of her trying to connect them, this would give her access to both houses. Health Commissioner Henry asked about the debris around the home, do you have plans to have it cleaned up? Mrs. Carlsen stated she doesn't see where she has a lot of garbage. She has a friend who takes her garbage because she only has a little bit. The garbage she did have was in a wheelbarrow, and she was getting rid of that. She states everything is organized. Mrs. Carlsen continued, I have a lot of grass in my yard because I do have a dog and he needs grass. She has plans to have the trees cut down. Mr. Mougianis asked Mr. McGuire, if that was the case that the debris is prominently building materials? Mr. McGuire responded there is a pile of old lumber haphazardly stacked under a tarp. Mrs. Carlsen responded that is not old lumber.

Mr. McGuire asked if she wanted to go through the pictures with the board and explain them and stated there is a significant health issue on that property that needs to be taken care of. Mr. McGuire continued, it is our job to take moves to eliminate this hazard. Health Commissioner Henry asked Mr. McGuire to explain the picture that shows the inside of the house. Mr. McGuire stated the people who filed the complaint have a legitimate cause to be concerned about what is next door. The pictures speak for themselves, there is garbage and junk all over the place even inside the house. This in itself presents a health hazard to the occupants. Everyone thought up to now that Mrs. Carlsen lived somewhere here in Steubenville not at that residence. Mr. McGuire stated, you living in this place makes the health hazard even more pronounced. Knowing this



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gives more reason to take efforts to get it taken care of. Health Commissioner Henry stated looking at the pictures there is legitimate garbage around the property. Mrs. Carlsen asked to see the pictures. Health Commissioner Henry showed her the pictures and explained what he sees in the pictures. Chief Crago asked when Mr. McGuire was last at the property, to which he responded yesterday. New pictures were taken yesterday.

Health Commissioner Henry asked if 30 days was enough time to get the property cleaned up, Mrs. Carlsen responded she will get help. Board member, Mrs. Brown, stated she will make the motion to give Mrs. Carlsen 30 days to clean up the trash and deal with the ramifications if she doesn't. All board members were in favor. Mrs. Carlsen was told she had 30 days and she was excused from the meeting.

<i>Action</i>	<i>Motion to Give Ms. Carlsen 30 days to Clean up all Trash Located on the Property at 1339 Main Street, Smithfield.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-119	Mrs. Brown moved and Mr. Bell seconded a motion to give Ms. Carlsen 30 days to clean up all trash located on the property at 1339 Main Street, Smithfield.  Motion passed unanimously.	1 <sup>st</sup> - Brown 2 <sup>nd</sup> – Bell Bell - Aye Crago – Aye Kissinger – Aye Mougianis - Aye Brown – Aye

## APPROVAL OF MINUTES

<i>Action</i>	<i>Motion to accept the September 26, 2023 Minutes of the Regular Meeting.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-120	Chief Crago moved and Mr. Bell seconded a motion to approve the September 26, 2023 minutes of the regular meeting.  Motion passed unanimously.	1 <sup>st</sup> - Crago 2 <sup>nd</sup> - Bell Bell - Aye Crago – Aye Kissinger – Aye Mougianis - Aye Brown – Aye

## September 2023 Revenue Report

Health Commissioner Henry said there was nothing out of the ordinary to present.

<i>Action</i>	<i>Approval of September 2023 Revenue Report</i>	<i>Vote Detail (Roll Call)</i>
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Motion-2021-121	<p>Mrs. Brown moved and Mr. Bell seconded a motion to approve of September 2023 Revenue Report.</p> <p>Motion passed unanimously.</p>	<p>1<sup>st</sup> - Brown 2<sup>nd</sup> – Bell Bell - Aye Crago – Aye Kissinger – Aye Mougianis - Aye Brown – Aye</p>
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Roll call taken, all board members present were in agreement.

### September 2023 Expense Report

Health Commissioner Henry stated there was a large expense for flu vaccines that was approved last month.

<i>Action</i>	<i>Approval of September 2023 Expense Report</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-122	<p>Chief Crago moved and Mrs. Brown seconded a motion to approve of September 2023 expense report.</p> <p>Motion passed unanimously.</p>	<p>1<sup>st</sup> - Crago 2<sup>nd</sup> – Brown Bell - Aye Crago – Aye Kissinger – Aye Mougianis - Aye Brown – Aye</p>

Roll call taken, all board members present were in agreement.

### Personnel –

Health Commissioner Henry stated that the Director of Nursing Kaycee (Hannah) Piko has submitted her resignation letter. Her last day will be November 17, 2023. Health Commissioner Henry notified the board last week when he received the notice. Health Commissioner Henry stated he appreciated everything Hannah has done and her work will not be forgotten by any of us here. Mrs. Brown stated she wanted to thank Hannah for getting them through Covid at the business office and all the outreach she has done in the community and would like to applaud Hannah for that. Mr. Mougianis as President, stated, Hannah you have been exemplary over the years and we appreciate your efforts and we will miss you. We wish you the best of luck and know that you will do exceptionally well. A bouquet of flowers was presented to Ms. Piko from the board for her service at the Health Department.





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## WIC Staff Salary Increases:

Health Commissioner Henry stated the WIC fiscal year starts October 1, and this is different from the rest of the staff here at the health department. Health Commissioner Henry said WIC has been working hard to get their staff wages to a level that is comparable with other departments here at the health department and more competitive in general as a nurse. Health Commissioner Henry invited Stephanie Chester, WIC Director to speak, Ms. Chester stated her staff works very hard and she has a very good staff. They are very loyal, dedicated and they are here when she needs them to be here and do what is needed. The staff increases being presented today will be fully funded by the WIC grant and would not affect the general fund. We are trying to bring the WIC staff wages up to a comparable wage. For example, we have an open RN position that the starting wage is \$20.00, no one with an RN license is going to apply for that position. We are upping that wage to around the \$25.00 range. We are asking that the wage increases presented be approved to bring them closer to a normal range.

<i><b>Action</b></i>	<i><b>Motion to Approve the WIC Salary Increases</b></i>	<i><b>Vote Detail (Roll Call)</b></i>
Motion – 2023-123	Chief Crago moved and Mrs. Brown seconded a motion to approve the WIC salary increases.  Motion passed unanimously.	1 <sup>st</sup> - Crago 2 <sup>nd</sup> – Brown Bell - Aye Crago – Aye Kissinger – Aye Mougianis - Aye Brown – Aye

## Travel Requests – None

## Contracts/MOU's –

Health Commissioner Henry stated we have one contract this month for COTS (Central Ohio Trauma System). This is a regional health care coalition that we were asked to take the lead on. It was previously held by Trinity as the lead agency. This contract will align with our PHEP activities that we already perform in regards to emergency management preparedness. Chief Crago wants to make a motion that we take the lead with COTS.

<i><b>Action</b></i>	<i><b>Motion to Approve the COTS Contract.</b></i>	<i><b>Vote Detail (Roll Call)</b></i>
Motion – 2023-124	Chief Crago moved and Mr. Bell seconded a motion to approve the COTS Contract.  Motion passed unanimously.	1 <sup>st</sup> - Crago 2 <sup>nd</sup> – Bell Bell - Aye Crago – Aye Kissinger – Aye



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		Mougianis - Aye Brown - Aye
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**Adoption of Forms/Policies – None**

**Purchase Orders over \$5000 –**

Health Commissioner Henry stated there are three purchase orders for approval this month. The first one is for the Jefferson County Juvenile Court for a key fob touchless system in the amount of \$18,363.51. This was purchased using their grant funds at no cost to the health department general fund. The second purchase order is for The Treasurer of the State of Ohio in the amount of \$20,080.80. This is the state’s fee charged for birth and death certificates issued and the funds will come out of Vital Statistics. The third and final purchase order for this month is for Ohio Pharmacy Services in the amount of \$9,856.00 for Naloxone purchased for the Jefferson County Jail. The naloxone was purchased using grant funding from the Ohio Optimizing Healing in Ohio Communities Grant with no cost to the health department general fund.

<i>Action</i>	<i>Motion to Approve the Three Purchase Orders Presented for the Month of October.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-125	Chief Crago moved and Mr. Bell seconded a motion to approve the three purchase orders presented for the month of October.  Motion passed unanimously.	1 <sup>st</sup> - Crago 2 <sup>nd</sup> – Bell Bell - Aye Crago – Aye Kissinger – Aye Mougianis - Aye Brown – Aye

**Health Commissioner’s Report**

A copy of the report is attached hereto and made part of the official minutes.

**Medical Director’s Report**

A copy of the report is attached hereto and made part of the official minutes.

Mrs. Brown asked Dr. Culp if there were any hospitalizations or deaths related to the increase in cases of Covid? Dr. Culp responded none so far, but we no longer follow these statistics due to the pandemic being declared over.



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## **Nursing Report**

A copy of the report is attached hereto and made part of the official minutes.

## **WIC Report**

A copy of the report is attached hereto and made part of the official minutes.

## **Environmental**

A copy of the report is attached hereto and made part of the official minutes.

Chief Crago asked Marc Maragos if all the odor complaints were focused around the landfills or are any complaints by the rail. Mr. Maragos answered, all the complaints coming in now are in the vicinity of the landfill. The furthest complaints we received is from the Hopedale area. Dr. Kissinger asked what happens with the violations. Mr. Maragos responded they will be issued a letter of violation which lists the violations. IWS does have the opportunity to respond to the notice. Mr. Maragos stated it was our survey that the EPA was accompanying Carla Gampolo and Emma Gray with when the violations were detected.

## **Accreditation**

Health Commissioner Henry stated the application for the PHAB Pathways Recognition Program will be submitted by the end of the week. There will be a workshop in Columbus next month that Andrew and Kelly Wilson will be attending.

## **PHEP**

A copy of the report is attached hereto and made part of the official minutes.

Rick Stead reported there will be a two-hour boot camp held today for COTS.

## **Correspondence – None**

## **Committee Reports**

*Environmental* – Terry Bell reported there will be a lot of truck activity in the Northern part of the county due to the oil and gas traffic.

*Administration/Finance* – Nothing to report

*Clinical* – Welcome to Dr. Kissinger to the board. Dr. Kissinger stated he was glad to be here and just wishes it wasn't under these circumstances.



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*Personnel* – Suzanne Brown thanked Hannah Piko for her service to the department and wished her well.

*Events*- Chief Crago applauded the nurses for a great job on the Diaper Drive with the two high schools.

**Old Business – None**

**New Business –**

**2024 2<sup>nd</sup> Reading of Fees:** Health Commissioner Henry read the environmental fees up to the water fees which are not changing so do not need to be read aloud. There is a sports physical fee that will be added for nursing.

<i>Action</i>	<i>Motion to Approve the Second 2024 Reading of Fees.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-126	Dr. Kissinger moved and Chief Crago seconded a motion to approve the second 2024 reading of fees.  Motion passed unanimously.	1 <sup>st</sup> - Dr. Kissinger 2 <sup>nd</sup> – Crago Bell - Aye Crago – Aye Kissinger – Aye Mougianis - Aye Brown – Aye

Carla Gampolo stated that Kelly Wilson worked her behind off on the Cost Methodology and this is the first year in many years that the state has not come back with any changes. The state accepted everything this year because it was all correct. Carla continued, Kelly is not present today but she deserves a big pat on the back because she really worked hard on this. Health Commissioner Henry thanked Carla for bringing that up because he forgotten that, and continued, that’s the first time we got a gold star back. President, Mr. Mougianis stated that is terrific, good point and thank you for mentioning that.

**County Road 20:** Health Commissioner Henry spoke as an FYI to the board stating we currently have an open dump investigation that is on County Road 20. The reason I wanted to bring it to your attention, is we have been working with this gentleman since the end of August to abate this nuisance and we are getting a lot of push back. What the issue is, it’s a gentleman that does demolitions and he dumped what he believed to be C&D on a property on County Road 20. It was his intention to purchase this parcel but he is yet to buy it. Now there is some shakeups which is not our area of focus about who owns the property.

The issues are 1) The gentleman stated he got approval from the EPA to dump this C&D at this site. We believe this to be untrue. 2) it doesn’t fit the description of C&D clean hard fill. It needs to be clean bricks and clean stone. There is household wood, siding and carpet mixed in. It is





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comingled waste at this point which is considered MSW. We are working to address this and we may be bringing it to the board of health at the November meeting if this is not taken care of prior to that meeting. The Health Department did receive a complaint about the open dumping on the property. We continue to work with the current property owner, as well as the person who dumped on the property to make sure this gets addressed. The gentleman that owns the property has been working with us about this nuisance property, in the beginning he was going to go after us for trespassing on his property. The environmental department will continue to monitor this property very closely and will report back at the next meeting.

**Public Participation – None**

**Executive Session – None**

<i>Action</i>	<i>Motion to adjourn</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-127	Mrs. Brown moved and Mr. Bell seconded a motion to adjourn.  Motion passed unanimously.	1 <sup>st</sup> - Brown 2 <sup>nd</sup> – Bell Bell - Aye Crago – Aye Kissinger – Aye Mougianis - Aye Brown – Aye

There being no further business before the Board, the meeting was adjourned at 9:02 a.m.

The next regular meeting of the Board of Health is scheduled for Tuesday, November 21, 2023 at 8:15 a.m. in the Towers Building, 2<sup>nd</sup> Floor.

**ATTESTED:**

  
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Anthony Mougianis, Board President

  
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Andrew Henry, Health Commissioner

