

**Trumbull County Board of Health – Regular Meeting  
January 24, 2018 – 1:30 PM  
176 Chestnut Ave. NE \* Warren, Ohio**

**BOARD MEMBERS PRESENT:** Thomas Borocz  
Gregory Dubos  
Dr. Harold Firster  
Kathy Salapata, RN  
John “Jack” Simon, Jr.  
John Messersmith, President Pro Tempore

**BOARD MEMBERS NOT PRESENT:** Robert Biery, Jr., President

**STAFF:** Frank Migliozi, MPH, REHS/RS, Health Commissioner  
Sandra Swann, RN, Nursing Director  
Kristofer Wilster, MPH, REHS/RS, Director of Environmental Health  
Jenna Amerine, MPH, CHES, Health Educator  
Natalie Markusic, REHS/RS, Accreditation Coordinator

**OTHERS:** Atty. Robert C. Kokor, Legal Counsel  
Leslie Rivera, Intern

**MINUTES**

- I. **The meeting was called to order and the Pledge of Allegiance was said.**
- II. **Adoption of Agenda: MOTION: 18-01** made by Mr. Borocz, second by Mrs. Salapata, to adopt the agenda as presented.

**Roll Call Vote:**

Mr. Borocz – Yes  
Mr. Dubos – Yes  
Dr. Firster – Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes  
Mr. Messersmith – Yes

Motion carried.

- III. **Approval of the Minutes: MOTION: 18-02** made by Mrs. Salapata, second by Dr. Firster to approve the minutes of the December 13, 2017, regular meeting, as presented.

**Roll Call Vote:**

Mr. Borocz – Yes  
Mr. Dubos – Yes

Dr. Firster – Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes  
Mr. Messersmith – Yes

Motion carried.

- IV. Health Commissioner Report:** Mr. Migliozi presented a written report to the Board for their review. In addition, Mr. Migliozi informed the Board that Lafarge is in the process of installing the hydrogen sulfide meter in the location that the Board required. Mr. Migliozi also announced that Tony Veitz was named Employee of the Month. Mr. Veitz came to our agency from the Mahoning County Health Department, and works in our sewage program.

**MOTION: 18-03** made by Mr. Dubos, second by Mr. Borocz to accept the Health Commissioner’s written report as presented.

**Roll Call Vote:**

Mr. Borocz – Yes  
Mr. Dubos – Yes  
Dr. Firster – Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes  
Mr. Messersmith – Yes

Motion carried.

- V. Director of Nursing Report:** Mrs. Swann presented a written report to the Board for their review. Mrs. Swann also notified the Board that Kathy Parrilla had been approached by Maureen Drummond, Director of the Eastern Ohio Health Education Center (EOAHEC), and nominated for appointment to the Board of EOAHEC. Mrs. Parrilla, as well as other Trumbull County Combined District staff, has worked with Ms. Drummond to develop resources to address the public health epidemic of drug use and addiction in Trumbull County and other Northeast Ohio counties. This commitment to the Board would consist of six (6) to ten (10) board meetings a year during regular business hours. Appointment to this board would align with accreditation for our community collaboration standard.

**MOTION: 18-04** made by Mr. Dubos, second by Dr. Firster to approve the appointment of Kathy Parrilla to the Board of the Eastern Ohio Area Health Education Center.

**Roll Call Vote:**

Mr. Borocz – Yes  
Mr. Dubos – Yes  
Dr. Firster – Yes  
Mrs. Salapata – Yes

Mr. Simon – Yes  
Mr. Messersmith – Yes

Motion carried.

Mr. Migliozi added that the Area Health Education Center (AHEC) received monies to help with the notification to the public on the dangers of opioids. A video was developed with those monies, and Mr. Migliozi stated that he would like to show it to the Board following the meeting. This video will be distributed to the various communities, and through the PDOP grant, will be used to train doctors on prescribing opioids. Mr. Simon asked how the various communities would be notified. Mr. Migliozi stated that he could send a letter.

**MOTION: 18-05** made by Mr. Simon, second by Mrs. Salapata to accept the Director of Nursing's written report as presented.

**Roll Call Vote:**

Mr. Borocz – Yes  
Mr. Dubos – Yes  
Dr. Firster – Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes  
Mr. Messersmith – Yes

Motion carried.

**VI. Director of Environmental Health Report:** Mr. Wilster presented a written report to the Board for their review.

**MOTION: 18-06** made by Mr. Borocz, second by Mrs. Salapata to accept the Director of Environmental Health's written report as presented.

**Roll Call Vote:**

Mr. Borocz – Yes  
Mr. Dubos – Yes  
Dr. Firster – Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes  
Mr. Messersmith – Yes

Motion carried.

**VII. Health Educator Report:** Ms. Amerine presented a written report to the Board for their review. Ms. Amerine also introduced Leslie Rivera. Ms. Rivera started the second week of January as an

intern to help with the health district’s social media, CHC health promotion projects and she is collecting pre and post health data of residents in one of the fracking areas.

**MOTION: 18-07** made by Dr. Firster, second by Mr. Simon to accept the Health Educator’s written report as presented.

**Roll Call Vote:**

- Mr. Borocz – Yes
- Mr. Dubos – Yes
- Dr. Firster – Yes
- Mrs. Salapata – Yes
- Mr. Simon – Yes
- Mr. Messersmith – Yes

Motion carried.

**VIII. Accreditation Coordinator Report:** Mrs. Markusic presented a written report to the Board for their review.

**MOTION: 18-08** made by Mrs. Salapata, second by Mr. Dubos to accept the Accreditation Coordinator’s written report as presented.

**Roll Call Vote:**

- Mr. Borocz – Yes
- Mr. Dubos – Yes
- Dr. Firster – Yes
- Mrs. Salapata – Yes
- Mr. Simon – Yes
- Mr. Messersmith – Yes

Motion carried.

Dr. Firster stated that if the video is meant to be seen by physicians, to get a captive audience, he suggested presenting the video at one of their physicians’ meetings.

**IX. Board Report: None**

Mr. Simon notified the Board that with regard to Connie Brest, whose home the Board declared unfit at the December meeting, assistance was sought to help Ms. Brest clean up the property, with the roof being the main issue. Julie Green, from the County Commissioners’ office, was able to get financial assistance for a new roof for Ms. Brest, in addition to getting the structure cleaned up.

**X. New Business:** A. 2018 Solid Waste Agreement – Each year the Board of Health is required to enter into an agreement with the Geauga-Trumbull Solid Waste District. The agreement provides

for the health district to inspect facilities for compliance, as well as solid waste nuisance compliance, and to be monetarily reimbursed for those services. Upon review of the 2018 agreement, there were no major changes from the 2017 contract.

**MOTION: 18-09** made by Mr. Dubos, second by Dr. Firster to approve the 2018 contract with the Geauga-Trumbull Solid Waste District, and authorize the health commissioner to sign the agreement.

Mr. Dubos inquired as to whether the health district uses all the funding provided by the solid waste district. Mr. Wilster stated that yes, all funding is used, and added that he has data to show that the health district actually spends more money than is provided for this program, and will be requesting an increase in funding.

**Roll Call Vote:**

- Mr. Borocz – Yes
- Mr. Dubos – Yes
- Dr. Firster – Yes
- Mr. Simon – Yes
- Mrs. Salapata – Yes
- Mr. Messersmith – Yes

Motion carried.

B. Agreement with Warren City Health District for Private Water Systems – The Warren City Health District has approached our office to conduct inspections and testing of private water systems within the corporate limits of the City of Warren. The agreement outlines that all fees paid, shall be paid directly to our health district by the party requesting the service, and no part of the fees shall be paid to Warren City.

**MOTION: 18-10** made by Mrs. Salapata, second by Mr. Borocz to approve the agreement between the Trumbull County Combined Health District and the Warren City Health District for Private Water Systems as presented.

**Roll Call Vote:**

- Mr. Borocz – Yes
- Mr. Dubos – Yes
- Dr. Firster – Yes
- Mr. Simon – Yes
- Mrs. Salapata – Yes
- Mr. Messersmith – Yes

Motion carried.

C. Declaration of Unfit for Human Habitation – 328 Illinois Ave., McDonald Village, Joan Marie Franklin, Owner – Ms. Franklin was present at the meeting, and also Thomas Domitrovich, McDonald Village Administrator. An inspection of the property was conducted on January 5, 2018. Upon inspection, the inspector noted that the floors were covered with dog feces, the presence of solid waste, mold & moisture contamination, and gross unsanitary conditions. There was no heat in the home, and the temperature was below zero. The electric had been turned off, and the meter had been pulled. The piping in the structure appeared to be frozen, and the water had been shut off, and the meter pulled. Mr. Domitrovich stated that he conducted the inspection along with the health inspector. The Mayor of McDonald had already declared the structure unfit, and the occupants have been ordered to vacate the structure. Mr. Wilster added that the occupants were also ordered to have the animals removed. Ms. Franklin stated that she was embarrassed by the situation, and that she was in the process of finding another place to live. She received the house as an early inheritance from her father, and that he had accumulated a lot of stuff in the house. The landlord for her new home has expressed an interest in obtaining the home and purchasing it. Mr. Wilster informed Ms. Franklin that her landlord would be able to purchase the home, but he would be required to comply with any order that may be issued to improve the structure. Mr. Wilster then explained the declaration of unfit process, and the health district's and Board's role; further explaining that the Board could give her 60 days, but that she needed to work with McDonald Village. Ms. Franklin stated that McDonald Village was working with her to allow her to get the items out of the house. Mr. Domitrovich added that he did supply the health district with a copy of the village's report, and that with the level of fecal matter in the house, the village will not allow a dumpster to remain on the property overnight. Additional discussion regarding the property took place.

**MOTION: 18-11** made by Dr. Firster, second by Mr. Dubos to declare the structure at 328 Illinois, McDonald Village, a danger to life and health. The property owner is ordered to improve and purify the living conditions within 60 days. Failure to comply will result in charges being filed in Niles Municipal Court.

**Roll Call Vote:**

Mr. Borocz – Yes  
Mr. Dubos – Yes  
Dr. Firster – Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes  
Mr. Messersmith – Yes

Motion carried.

D. Declaration of Unfit for Human Habitation – 2119 Superior St., Newton Twp. – Robert Ingram & Harold Ingram, Owners – No one was present at the meeting representing this property. An inspection of the structure was conducted on December 14, 2017. Upon inspection, the inspector noted that the ceiling was in collapse, the presence of solid waste and gross unsanitary conditions.

**MOTION: 18-12** made by Mr. Borocz, second by Mrs. Salapata to declare the structure at 2119 Superior St., Newton Twp., unfit for human habitation.

**Roll Call Vote:**

- Mr. Borocz – Yes
- Mr. Dubos – Yes
- Dr. Firster – Yes
- Mrs. Salapata – Yes
- Mr. Simon – Yes
- Mr. Messersmith – Yes

Motion carried.

E. Alleged Code Violation – Crim Real Estate, 21 Broadview, Girard City – No one was present at the meeting representing this property. This agency was notified by the Girard City Water Department that the water to this structure had been shut off. A notice of violation was issued on January 10, 2018, to have the water service restored to the premises immediately, but the owners did not comply. To date, water service to the premises has not been restored, which continues to pose a danger to life and health.

**MOTION: 18-13** made by Mr. Borocz, second by Mrs. Salapata to require Crim Real Estate to have potable water service returned to 21 Broadview, Girard City, within seven (7) days, by making arrangements with the Girard City Water Department. Failure to comply will result in this matter being turned over to the Girard Court for legal action.

**Roll Call Vote:**

- Mr. Borocz – Yes
- Mr. Dubos – Yes
- Dr. Firster – Yes
- Mrs. Salapata – Yes
- Mr. Simon – Yes
- Mr. Messersmith – Yes

Motion carried.

F. Alleged Code Violation – Ashley DeCarolis, 24 W. Second St., Girard City – *This item was removed from the agenda.*

G. Alleged Code Violation – John D. Latell, 20 W. Kline, Girard City – No one was present at the meeting representing this property. This agency was notified by the Girard City Water Department that the water to this structure had been shut off. A notice of violation was issued on January 10, 2018, to have the water service restored to the premises immediately, but the owners did not comply. To date, water service has not been restored, which continues to pose a danger to life and health.

**MOTION: 18-14** made by Mr. Dubos, second by Dr. Firster to require John D. Latell, to have potable water service returned to the premises at 20 W. Kline, Girard City, within seven (7) days, by making arrangements with the Girard City Water Department. Failure to comply will result in the matter being turned over to the Girard Court for legal action.

**Roll Call Vote:**

- Mr. Borocz – Yes
- Mr. Dubos – Yes
- Dr. Firster – Yes
- Mrs. Salapata – Yes
- Mr. Simon – Yes
- Mr. Messersmith – Yes

Motion carried.

H. Variance Request – Cory & Michelle VanKanegan, 8511 State St., Kinsman Twp. – No one was present representing this property. Mr. VanKanegan submitted a request for a variance from connecting to the available sanitary sewer. An inspection of the septic system was conducted on January 12, 2018. Upon inspection, the system was found to consist of two 1,000 gallon tanks, 600 lineal feet of leach field and a splitter box. A dye test was also conducted on the system. It is the inspector’s determination that the system is in good working condition.

**MOTION: 18-15** made by Mr. Simon, second by Mr. Borocz to grant a variance to Cory & Michelle VanKanegan from the orders to connect to the available sanitary sewer, for the property located at 8511 State St., Kinsman Twp., for a period of five (5) years. The homeowner must re-apply for a variance very five (5) years, or connect to the sanitary sewer.

**Roll Call Vote:**

- Mr. Borocz – Yes
- Mr. Dubos – Yes
- Dr. Firster – Yes
- Mrs. Salapata – Yes
- Mr. Simon – Yes
- Mr. Messersmith – Yes

Motion carried.

- I. Approval of ADM-1570 Administration of Twitter Procedure
- J. Approval of ADM-1580 Administration of Facebook Procedure

**MOTION: 18-16** made by Mrs. Salapata, second by Dr. Firster to approve ADM-1570 Administration of Twitter Procedure and ADM-1580 Administration of Facebook Procedure as presented.



**Roll Call Vote:**

- Mr. Borocz – Yes
- Mr. Dubos – Yes
- Dr. Firster – Yes
- Mrs. Salapata – Yes
- Mr. Simon – Yes
- Mr. Messersmith – Yes

Motion carried.

**K. Adoption of Revised Performance Management System**

**MOTION: 18-17** made by Mrs. Salapata, second by Mr. Borocz to adopt the revised Trumbull County Combined Health District’s Performance Management System as presented.

**Roll Call Vote:**

- Mr. Borocz – Yes
- Mr. Dubos – Yes
- Dr. Firster – Yes
- Mrs. Salapata – Yes
- Mr. Simon – Yes
- Mr. Messersmith – Yes

Motion carried.

**XI. Citizens Comments – None**

**XII. Approval of Payment of the Bills: MOTION: 18-17** made by Mr. Dubos, second by Dr. Firster to approve the payment of the bills as presented.

**Roll Call Vote:**

- Mr. Borocz – Yes
- Mr. Dubos – Yes
- Dr. Firster – Yes
- Mrs. Salapata – Yes
- Mr. Simon – Yes
- Mr. Messersmith – Yes

Motion carried.

**XIII. Date of Next Meeting: February 28, 2018, at 1:30 PM.**

**XIV. Adjournment: MOTION: 18-18** made by Dr. Firster, second by Mrs. Salapata to adjourn.

**Roll Call Vote:**

Mr. Borocz – Yes

Mr. Dubos – Yes

Dr. Firster – Yes

Mrs. Salapata – Yes

Mr. Simon – Yes

Mr. Messersmith – Yes

Motion carried. (Adjournment 2:18 PM)

**RECORDED BY:**

**ATTESTED BY:**

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**Johnna Ben**  
**Administrative Secretary**  
**Trumbull County Combined Health District**

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**James Messersmith**  
**President Pro Tempore**  
**Trumbull County Board of Health**

**For**

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**Frank Migliozi, MPH, REHS/RS**  
**Health Commissioner and Secretary**  
**Trumbull County Board of Health**