



**Kathy Lordo, Assistant Health Commissioner, Department of Community Health Services**

Ms. Lordo was not present and upon review of her previously submitted report, the Board had no questions.

**Greg Kesterman, Assistant Health Commissioner, Department of Environmental Health Services**

Mr. Kesterman reported on a restaurant that continuously failed inspections and how the Environmental Health staff worked with the owner to correct this matter.

Mr. Kesterman discussed the sewage treatment rules that are scheduled to go into effect January, 2014.

**6. Unfinished Business**

There was no unfinished business to discuss.

**7. Finances**

a) Revenues, Expenditures, and Disbursements

John Teufel, Finance Officer, provided a power point presentation of the finances.

**Mr. Brett** moved to approve the Revenues, Expenditures, and Disbursements; **Ms. Puthoff** seconded the motion.

**Roll call vote – Yes: Amend, Puthoff, Rippe, Brett, Chatham**

**Mr. Rippe** moved to report quarterly on the Revenue and Expenditures but continue the monthly report on the Disbursements, with the first quarterly report due April, 2013; **Dr. Amend** seconded the motion.

**Roll call vote – Yes: Amend, Puthoff, Rippe, Brett, Chatham**

b) Resolution A-2013, adoption of 2013 revised / 2014 estimated budgets

**Ms. Puthoff** moved to approve Resolution A-2013, adoption of 2013 revised / 2014 estimated budgets; **Mr. Brett** seconded the motion.

**Roll call vote – Yes: Amend, Puthoff, Rippe, Brett, Chatham**

**8. New Business**

a) Variance SVAR2013-01 – 8902 Fields Ertel Road, Sycamore Township

**Dr. Amend** moved to table Variance SVAR2013-01 for up to 90 days; **Ms. Puthoff** seconded.

**Roll call vote – Yes: Amend, Puthoff, Brett, Chatham**

**Recuse: Mr. Rippe**

b) Health Commissioner's out of State travel request to Atlanta, Georgia March 13 through March 15.

**Ms. Puthoff** moved to approve the Health Commissioner's travel to Atlanta, Georgia March 13 through March 15; **Mr. Rippe** seconded the motion.

**Roll call vote – Yes: Amend, Puthoff, Rippe, Brett, Chatham**

## 9. Executive Session

**Mr. Rippe** moved to enter into executive session at 8:57pm to discuss personnel matters; **Dr. Amend** seconded the motion.

**Roll call vote – Yes: Amend, Puthoff, Rippe, Brett, Chatham**

The Board of Health concluded the executive session at 9:10pm, having made no decision.

**Ms. Puthoff** moved to accept the Health Commissioners recommendations for staff pay adjustments based on merit, and furthermore, moved to authorize the Health Commissioner to study the HCPH pay scale and adjust it to reflect current job duties by positions; **Dr. Amend** seconded the motion.

**Roll call vote – Yes: Amend, Puthoff, Rippe, Brett, Chatham**

## 10. Adjournment

**Ms. Puthoff** moved to adjourn the meeting at 9:15pm; **Mr. Rippe** seconded the motion.

**Roll call vote – Yes: Amend, Puthoff, Rippe, Brett, Chatham**

The next Board of Health meeting will be held on Monday, March 11, 2013 at 6:30 pm.

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Thomas Chatham, President

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Timothy I. Ingram, Secretary  
Health Commissioner