

**SANITATION DEPARTMENT
BOARD OF HEALTH MINUTES
JANUARY 27, 2009**

The meeting was called to order at 5:35p.m. by Chairman Allan Jansen. Members present: John Patcle, Dave Klar, Ivan Farness, Margaret Ruf, Phil Wegmann DDS, Mary Logemann RN,BSN, and Meena Maski MD. Absent: Grant Loy. County personnel present: Wilbur Austin, Jeff Kindrai, and Louise Ketterer.

John Patcle made a motion that the meeting is in compliance with the open meeting law seconded by Margaret Ruf. Motion carried.

Changes to the agenda: Remove the "Closed Session under 19.85(1) (c) for the Purpose of Personnel Matters" item. This is to be covered at the February 2009 meeting.

Dave Klar made a motion to approve the minutes of the 10-28-09 meeting, seconded by Phil Wegmann. Motion carried.

Allen Jansen made a motion to approve the bills & vouchers, seconded Margaret Ruf. Motion carried.

The sanitary permit summary was reviewed with 60 new, 83 replacement, and 16 county sanitary permits (9 reconnect/transfer/renewal, and 7 privies). Motion to approve the sanitary permit summary was made by Margaret Ruf, seconded by Dave Klar. Motion carried.

Ten outstanding orders were listed and reviewed. Phil Wegmann made a motion to approve the outstanding orders, seconded by John Patcle. Motion carried.

Maintenance Update and Ordinance Revision "Fees": Allan Jansen presented the following which was then made into a motion by Ivan Farness: "To avoid any misunderstanding, both "Property Owner" and "Plumbers, Pumpers & Soil Testers" should be clearly informed in bold print on "SEPTIC SYSTEM THREE YEAR MAINTENANCE PROGRAM" form, that it is the Property Owner's responsibility to obtain signature of Plumber, and also provide space on the form for the property owner to sign, along with sending \$15.00 check (to cover notification, filing and processing) once every three years, and that it is the Property Owner's responsibility to mail this form with both signatures to: WILBUR B. AUSTIN, County Sanitarian, 111 S. JEFFERSON, ROOM 141, LANCASTER, WI 53813-1666. * The current form must be modified! Also, see the language on the form sent to all Grant County Septic System Owners December, 2008 "Fill in your name and the property address of the septic system and have the licensed person complete the remainder of the form and send it to our office". Seconded by Margaret Ruf. Motion carried. The ordinance revision will then be placed on the February 2009 agenda and Allan Jansen, John Patcle, Wilbur Austin and Jo-Ann Millhouse, Grant County Corporation Counsel will meet to discuss the fee associated with 3 year maintenance.

Maintenance Report Form/Lawsuit agenda item was not acted on. Allan Jensen requested that next months agenda have an item titled "Hinman case".

The 2008 Annual Report was presented and reviewed. Motion by John Patcle to accept the report, seconded by Ivan Farness. Motion carried.

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Dave Klar pointed out that the agenda item "Any other business that may legally be Brought before the Committee" was not legitimate and should not be part of any public meeting agenda. Wilbur Austin said that it would not be included on agendas in the future.

Adjourn to the Health Department portion of the meeting at 6:30 pm.

Respectfully submitted,

Margaret Ruf, Secretary

Board of Health

January 27, 2009

5:30pm

Present: Al Jansen, David Klar; Ivan Farness; Margaret Ruf; Phil Wegmann, DDS; Meena Maski, MD; Jeffery A. Kindrai; Mary J. Rasmussen. + Mary Kay Logemann
MR

CALL TO ORDER: Meeting called to order by Al Jansen, Chair.

CHANGES IN AGENDA: No changes.

MINUTES OF PREVIOUS MINUTES: Ivan Farness made a motion to approve the minutes, second by Phil Wegmann. Carried.

MONTHLY FINANCIAL REPORT: Margaret Ruf made a motion to approve the December Financial Report, second by Ivan Farness. Carried.

VOUCHERS: Vouchers totaling \$73,821.63 were reviewed. Phil Wegmann made a motion to approve the vouchers, second by Mary Kay Logemann. Carried.

LOAN CLOSET FINANCIAL REPORT: Margaret Ruf made a motion to approve the Loan Closet Financial Report, second by Mary Kay Logemann. Carried.

Presentation on Agent Status.

ORDINANCE RELATING TO HEALTH & LICENSING REGULATION: AGENT STATUS STAFFING REQUESTS:

A motion to approve the Grant County Health Department to continue to be the lead agency in an Environmental Health Consortium and become agents for both Wisconsin Department of Health Services and Wisconsin Department of Agriculture Trade and Consumer Protection for the licensed facility inspection programs as allowed by State rules beginning the program year of 2009-2010 with the understanding that other member counties will be seeking approval to become agents as well. Motion made by Margaret Ruf, second by Ivan Farness. Roll call vote: Mary Logemann-Yes; Ivan Farness-Yes; Dr. Maski-Yes; David Klar-Yes; Phil Wegmann-Yes; Margaret Ruf-Yes; Al Jansen-Yes. Carried.

A motion to forward the request to "approve the Grant County Health Department to continue to be the lead agency in an Environmental Health Consortium and become agents for both Wisconsin Department of Health Services and Wisconsin Department of Agriculture Trade and Consumer Protection for the licensed facility inspection programs as allowed by State rules beginning the program license year of 2009-2010 with the understanding that other member counties will be seeking to become agents as well", to the full Grant County Board. Motion made by Phil Wegmann, second by Margaret Ruf. Roll call vote: Mary Logemann-Yes; Ivan Farness-Yes; Dr. Maski-Yes; David Klar-Yes; Phil Wegmann-Yes; Margaret Ruf-Yes; Al Jansen-Yes. Carried.

A motion to approve submitting our application and materials to the State to become agents for both Wisconsin Department of Health Services and Wisconsin Department of Agriculture Trade and Consumer Protection for the licensed facility inspection program as allowed by State rules beginning the program license year of 2009-2010. Motion made by David Klar, second by Mary Logemann.



Roll call vote: Mary Logemann-Yes; Ivan Farness-Yes; Dr. Maski-Yes; David Klar-Yes; Phil Wegmann-Yes; Margaret Ruf-Yes; Al Jansen-Yes. Carried.

A motion to approve the request to amend the current Environmental Health Coordinator position job description and submit the changes for proper review for possible pay grade changes and forward said request to the Employee Relations Committee for review, with any actual changes pending successfully obtaining agent status for licensed facility inspection program. Motion made by Mary Logemann, second by David Klar. Roll call vote: Mary Logemann-Yes; Ivan Farness-Yes; Dr. Maski-Yes; David Klar-Yes; Phil Wegmann-Yes; Margaret Ruf-Yes; Al Jansen-Yes. Carried.

A motion to approve the request to create three full time Public Health Sanitarian positions and one part time Fiscal Clerk to staff the licensed facility inspection program and forward said request to the Employee Relations Committee for review, with filling said positions pending successfully obtaining agent status for licensed facility inspection program. Motion made by Margaret Ruf, second by Mary Logemann. Roll call vote: Mary Logemann-Yes; Ivan Farness-Yes; Dr. Maski-Yes; David Klar-Yes; Phil Wegmann-Yes; Margaret Ruf-Yes; Al Jansen-Yes. Carried.

MEDICAL ADVISOR POLICY: Discussion followed. Margaret Ruf made a motion to approve Voluntary Medical Advisor Policy with the change incorporated, second by Ivan Farness. Carried.

DIRECTORS REPORT – Jeffery A. Kindrai, MSPH, RS

-Jail has modified payment for nursing service for 2008. The 2008 payment was \$19,489.29.

-Well Woman Program only funded for 6 months in 2009 at this point. Its future is uncertain.

-A State level Tobacco funding decrease has been proposed.

-A Nutrition/Wellness grant has been awarded to Grant County Health Department. The grant is a little over \$5,200.

-The AODA grant for Riverway Community of Hope Coalition grant is moving forward.

-The 2008 Departmental Report is due February 27th and will be discussed at our next meeting.

ASSISTANT DIRECTORS REPORT – Mary J. Rasmussen, RN, BSN

-A report on continued struggles with computer program was given. The Department has sent a letter to the software company expressing concerns over their response to our problems and a demand for action.

ADJOURN: Mary Logemann made a motion to adjourn, second by Phil Wegmann. Carried.

GRANT COUNTY BOARD OF HEALTH


Margaret Ruf, Secretary