

Portage County Combined General Health District

Board Meeting **Revised** Agenda: October 21, 2025

6:00 PM



- I. **CALL THE MEETING TO ORDER**
- II. **Board of Health Education (.50) CEUs** – A Quality Improvement Team Project on PCHD Contracts.
Presented by Ms. Rebecca Barreca and Mr. Branden Burns.

III. **APPROVAL OF MINUTES:**

A. Board of Health Meeting – September 16, 2025

IV. **PORTAGE COUNTY TOWNSHIP ASSOCIATION: (District Advisory Council)**

V. **PUBLIC COMMENT:**

VI. **ACTION ITEMS:**

B. Expenditure Ratifications: \$133,265.80

Invoice Batch No.	6297	\$	14,486.85
Invoice Batch No.	6354	\$	3,333.13
Invoice Batch No.	6412	\$	6,733.36
Invoice Batch No.	6440	\$	11,164.48
Invoice Batch No.	6544	\$	34,251.68
Invoice Batch No.	6565	\$	25,921.37
Invoice Batch No.	6657	\$	4,948.49
Invoice Batch No.	6672	\$	12,952.17
Invoice Batch No.	6757	\$	6,508.62
Invoice Batch No.	6790	\$	2,732.49
Invoice Batch No.	6794	\$	10,233.16

C. Travel Requests

D. Resolution #25-74 Amendment to the 2025 Portage County Combined General Health District Annual Appropriations Previously and to be Certified.

E. Resolution #25-75 Portage County Combined General Health District Requests the Board of Health to Adopt the Fixed Assets (Capitalization) Policy

F. Resolution #25-76 Declaring a Public Nuisance, Ordering Abatement of that Nuisance. Located at 2637 Alexander Rd., Atwater Twp., and Approving the Civil Prosecution for Violation(s) Ohio Revised Code (ORC) Chapter 3718 and Ohio Administrative Code (OAC) Chapter 3701-29 Sewage Treatment Systems

G. Resolution #25-77 Declaring a Public Nuisance, Ordering Abatement of that Nuisance. Located at 11779 Spencer Park Drive, Mantua Twp., and Approving the Civil Prosecution for Violation(s) of Ohio Revised Code (ORC) Section 3707.01 Nuisance Abatement by the Board of Health.

- H. Variance #25-78** Household Sewage Treatment System Variance Request to Ohio Administrative Code (OAC) 3701-29-15(G). Located at 5752 State Route 303, Freedom Twp.
- I. Resolution #25-79** A Journal Entry / Expense Correction for Portage County Combined General Health District

V. DISCUSSION REPORTS:

- Administration
- Finance
- Environmental Health
- Community Health
- Health Commissioner

VII. OLD BUSINESS:

1. Resolution #25-64 Establishing Fees for Household Sewage Treatment Operation Permit, Maintenance Permit, Site Re-evaluation, and Layout and Design Plan Change Review; and Revising Fees for Site Evaluation and Home Sale Sewage Treatment System Inspections. Fees to Be Effective on January 1, 2026 – 2nd Reading
2. Resolution #25-65 Revising the Private Water System Fees to Comply with Ohio Revised Code Chapter 3701 and Ohio Administrative Code Chapters 3701-28. Fees to Be Effective January 1, 2026 – 2nd Reading
3. Resolution #25-66 Revising the Food Service Operation and Retail Food Establishment Fees to Comply with Ohio Revised Code Chapter 3717 and Ohio Administrative Code Chapters 3701-21 and 901:3-4. Fees To Be Effective December 1, 2025 – 2nd Reading
4. Resolution #25-67 Revising the Public Swimming Pool and Spa Fees to Comply with Ohio Revised Code 3749 and Ohio Administrative Code Chapter 3701-31. Fees To Be Effective January 1, 2026 – 2nd Reading
5. Resolution #25-68 Revising the Recreational Vehicle Parks, Recreation Camps, Combined and Temporary Park-Camp Fees to Comply with Ohio Revised Code 3729 and Ohio Administrative Code Chapter 3701-26. Fees To Be Effective January 1, 2026 – 2nd Reading

VIII. NEW BUSINESS:

- a. Request to Post, Advertise and Hire One Full-Time Marketing Coordinator.
- b. Request to Post, Advertise and Hire One Full-Time REHS / EHSIT for the Environmental Health Division.
- c. Review Workforce Development Plan

IX. BOARD ISSUES AND DISCUSSION: N/A

X. ADJOURNMENT TO END OPEN MEETING TO ENTER EXECUTIVE SESSION:

- XI. EXECUTIVE SESSION:** Pursuant to Ohio Revised Code Section 121.22(G)(5)(6) To discuss matters required to be kept confidential by federal law or regulations or state statutes; and to discuss details relative to the security arrangements and emergency response protocols for a public body or a public office, if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public body or public office.

XII. RETURN TO OPEN SESSION:

XIII. ADJOURNMENT: