

THE MINUTES OF THE MEETING OF THE BOARD OF HEALTH, CITY OF OAKWOOD,
STATE OF OHIO

The meeting was conducted on Tuesday, January 26, 2021 in the council chamber at the Oakwood City Building, 30 Park Avenue.

In attendance were:

Dr. David Denka, D.O., Chair
Dr. Bill Coyne, D.D.S., Member
Diane Scott, R.N., Member

Dr. Steve Enseleit, M.D., Health Commissioner
Norbert Klopsch, Administrator/City Manager
Paul Scaglione, R.S., Sanitarian

Also in attendance was Oakwood Schools Superintendent Dr. Kyle Ramey, and attending via remote teleconference utilizing the Zoom.com platform were the following: Dr. Sallie Wilson, D.O., Vice Chair; Dr. Elizabeth Maimon, DVM, M.P.H., Member; and Mayor Bill Duncan, President.

Dr. Denka called the meeting to order at 5:30 p.m. and led a discussion on the following agenda items:

Annual Organization Meeting: Dr. Denka noted that this was the annual organization meeting and the Board needed to elect a chair and vice chair for 2021. Motion by Mrs. Scott to nominate Dr. Denka as chair and Dr. Wilson as vice chair; second by Dr. Coyne. Upon viva voce vote, motion passed.

Minutes of Previous Meetings: Dr. Denka asked that the minutes of the November 24, 2020 meeting be reviewed. There being no requested edits, motion to approve by Dr. Coyne; second by Mrs. Scott. Upon viva voce vote, motion passed and the minutes were approved.

Report from Chair: No report.

Report from Sanitarian:

- COVID-19 Numbers in Oakwood: Mr. Scaglione gave a report on the COVID-19 cases in Oakwood from the beginning of the pandemic through January 24. There have been 653 positive cases, 16 hospitalizations and two deaths in Oakwood.

Report from Health Commissioner:

- Update on COVID-19: Dr. Enseleit commented on the current status of COVID-19, confirming that Board members have kept current with local and national news reports.
- Update on Oakwood School Operations: Dr. Kyle Ramey provided an overview on operating Oakwood Schools. All is going well. Revisions were made to the Oakwood Schools quarantine protocol, consistent with ODH guidelines. This will allow more students to stay in school. School faculty will be offered the first round of the vaccine next Wednesday. Dr. Denka asked where the shots will be administered. Dr. Ramey replied that they will be given at a site in Centerville, and will also include faculty from Centerville Schools.

Report from Board Administrator/City Manager: Mr. Klopsch reported on the following:


- Update on City Operations: City staff continues to provide essential public services through the pandemic. To date, eight staff members have tested positive, some symptomatic and some asymptomatic. All eight have recovered and returned to normal duty. 34 employees have had to quarantine for a period of time since the start of the pandemic.
- CARES Act Funding: Mr. Klopsch reported on the use of federal CARES Act money. In 2020, the City received \$518,000 through the federal Coronavirus Aid, Relief, and Economic Security Act. About \$332,000 was used for Safety Department personnel costs; about \$156,000 for capital purchases including touchless water fixtures in public restrooms, touchless entryways at the City Building, Oakwood Community Center, and Public Works Center, remote meeting technology, and a LIFEPAK Heart Monitoring Device; and about \$30,000 on miscellaneous items including masks, cleaning supplies, plexiglass barriers, and IT consulting services related to teleworking.
- 2021 Gardner Pool Operations: Mr. Klopsch reported that staff has begun planning for the 2021 pool season. Under the current circumstances, staff believes it prudent to operate the pool in the same manner as 2020, with limited users and the requirement to register in advance for time slots. This will provide the safest environment for pool users and staff.
- Reopening of Basketball Courts: Mr. Klopsch mentioned that staff is making plans to reopen the basketball courts at Shafor Park and Orchardly Park. The opening will be conducted within the same timeframe as public court openings in neighboring communities and is anticipated for some time in early spring.
- 2020 Annual Report: Mr. Klopsch confirmed that Board members and Dr. Enseleit were sent the 2020 Health District Annual Report on January 21, 2021. There were no questions or concerns about the report. The report will be posted to the City website tomorrow.

Old Business: None.

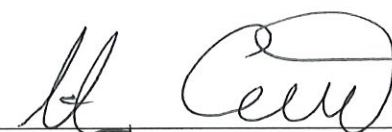
New Business:

- Resolution No. 21-1 to Approve 2021 License Fee Cost Methodology: The Board conducted a second reading of this resolution. Motion to approve by Dr. Coyne; second by Mrs. Scott. Upon viva voce vote, resolution passed.

There being no other business, at 5:46 p.m. Dr. Denka adjourned the meeting.


Chair


Secretary


Commissioner of Health

**OAKWOOD BOARD OF HEALTH
RESOLUTION**

NO. 21-1

TO ADJUST FEES FOR THE LICENSURE OF RETAIL FOOD ESTABLISHMENTS (RFEs) AND FOOD SERVICE OPERATIONS (FSOs), BOTH FIXED AND MOBILE, PURSUANT TO THE STATE-MANDATED COST METHODOLOGY FOR CALCULATING THE SAME

WHEREAS, the Oakwood Board of Health has heretofore adopted a state-mandated cost methodology for the calculation of licensing fees for Retail Food Establishments (RFEs) and Food Service Operations (FSOs), both fixed and mobile, as provided under Ohio Revised Code Section 3717.07; and

WHEREAS, utilizing the statutory cost methodology, the City Sanitarian has determined that such licensing fees should be increased for 2021, as shown on the attached Exhibit A; and

WHEREAS, pursuant to Ohio Revised Code Section 3717.25(A), the Board is authorized to establish and collect fees for such licensing services;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF HEALTH OF THE CITY OF OAKWOOD, MONTGOMERY COUNTY, OHIO, THAT:

Section I.

Exhibit A, which sets forth licensing fees for the 2021 licensure year as calculated pursuant to the state-mandated cost methodology for calculation of licensing fees for RFEs and FSOs, both fixed and mobile, is hereby incorporated by this reference.

Section II.

The Board hereby adopts and establishes the licensing fees set forth on Exhibit A, to take effect for the 2021 licensure year and to remain in effect until further action by the Board.

Section III.

This resolution shall take effect as of the earliest date permitted by law.

ADOPTED BY THE BOARD OF HEALTH OF THE CITY OF OAKWOOD, MONTGOMERY COUNTY, OHIO, this 26th day of January, 2021.



David Denka, D.O., Chair
Oakwood Board of Health

ATTEST:



Secretary

TO THE SECRETARY:

Please publish in a newspaper of general circulation within the Oakwood Health District, such publication to be made once a week for two (2) consecutive weeks.



City Law Director

EXHIBIT A

2021

Oakwood City Health Department Fee Schedule for Food Service Operations (FSO) and Retail Food Establishments (RFE)

	Commercial FSO & RFE		Non- Commercial FSO & RFE
<25,000 Sq. ft.	Oakwood Fee* Old/New	<25,000 sq. ft.	Oakwood Fee* Old/New
Risk Level 1	\$59.44/ \$70.00	Risk Level 1	\$29.72/ \$35.00
Risk Level 2	\$67.14/ \$78.00	Risk Level 2	\$33.57/ \$39.00
Risk Level 3	\$129.66/ \$150.00	Risk Level 3	\$64.83/ \$75.00
Risk Level 4	\$164.78/ \$191.00	Risk Level 4	\$82.39/ \$95.50
>25,000 Sq. Ft.		>25,000 Sq. Ft.	
Risk Level 1	\$86.54/ \$101.00	Risk Level 1	\$43.27/ \$50.50
Risk Level 2	\$91.16/ \$106.00	Risk Level 2	\$45.58/ \$53.00
Risk Level 3	\$326.78/ \$377.00	Risk Level 3	\$163.39/ \$188.50
Risk Level 4	\$346.50/ \$400.00	Risk Level 4	\$173.25/ \$200.00

Temporary Event Food license: \$15.00
(fee per event) \$30.00

Non-Commercial (No Change)
Commercial (No Change)

Mobile food service license fee: \$39.85/\$42.00*

* Local fee only. Does not include state transmittal fee of \$28 for commercial operations and \$14 for non-commercial operations.